

LEXINGTON PLANNING COMMISSION

September 12, 2024 - 5:00 P.M

Rockbridge County Administrative Offices – First Floor Meeting Room
150 South Main Street, Lexington, VA 24450

AGENDA

1. CALL TO ORDER

2. APPROVAL OF THE AGENDA

3. APPROVAL OF MINUTES

Minutes from August 22, 2024*

4. CITIZENS' COMMENTS ON MATTERS NOT ON THE AGENDA

5. NEW BUSINESS

A. CUP 2024-05: An application by John Adamson for approval of a Conditional Use Permit allowing portions of the Rockbridge Building located at 9 – 17 S. Main Street (TM #23-1-72A) to be used as an *Educational Facility, College/University* and as a *Public Assembly* (*applicant requests a continuance to the next available Planning Commission public hearing date*).

B. ZOA 2024-03: Annual Zoning Ordinance Amendments. Cottage Housing.

- 1) Staff Report* and Commission Discussion
- 2) Public Comment

6. OTHER BUSINESS

A. Zoning and Planning Report

B. Key Annual PC Milestones: Ongoing. Remaining items:

- 1) Zoning Text Amendments: Ongoing. Remaining items:
 - a. Cottage Housing
 - b. What else, if any?
- 2) Comp Plan Review: Ongoing
- 3) Major Project Update

7. CITY COUNCIL REPORT

8. ADJOURN

*indicates attachment

MINUTES

**The Lexington Planning Commission
Thursday, August 22, 2024 – 5:00 p.m.
Rockbridge County Administrative Offices – First Floor Meeting Room
150 South Main Street, Lexington, VA 24450**

Planning Commission:

Presiding: Shannon Spencer, Chair
Present: Krista Anderson
John Driscoll
Jon Eastwood, Vice-Chair
Mary Stuart Harlow
Leslie Straughan, Council Liaison

City Staff:

Arne Glaeser, Planning Director
Kate Beard, Administrative Assistant

CALL TO ORDER

S. Spencer called the meeting to order at 4:59 p.m.

AGENDA

The agenda was unanimously approved as presented. (J. Eastwood / M. S. Harlow)

MINUTES

The August 8, 2024 minutes were unanimously approved as presented. (J. Driscoll / J. Eastwood)

CITIZENS’ COMMENTS ON MATTERS NOT ON THE AGENDA

None

NEW BUSINESS

A. CUP 2024-02: An application by John Adamson to renew a Conditional Use Permit allowing a portion of the building located at 2 South Main Street (TM #23-1-194) and owned by Rockbridge Partners, LLC to continue to be used as a *Public Assembly* and an *Educational Facility, College/University* and to acknowledge the *Educational Facility, College/University* use for the remainder of the building.

Commissioners Eastwood and Straughan each read a disclosure statement concerning personal interest in the first two items of new business. Only Mr. Eastwood left the dais and joined the public. Their disclosure statements are attached hereto and made a part of the record.

1) Staff Report –

This was a request to renew a conditional use permit (CUP) approved in 2009 and expiring in 2024 to allow two specific rooms in the old Courthouse to be used as a *private school* or as an *assembly hall*. The 2009 request was made by Rockbridge County and Rockbridge Partners and was intended, in part, to fulfill a commitment made by Rockbridge Partners at the time of the sale of the property to provide public meeting space within the building for a period of 15 years. Because the approval addressed only those two rooms within the building, and because general office use was

permitted by-right in the C-1 zoning district and the 2009 zoning ordinance contained no definition for *Private School*, staff determined the use of the remainder of the building as offices for W&L to have been considered a by-right use at the time. In 2017 the zoning ordinance was significantly updated and neither of the uses referenced in the 2009 CUP were included in the current version. The current uses that most closely relate to the 2009 uses are the *Educational Facility, College/University* use and the *Public Assembly* use, both of which remain conditional uses in the C-1 zoning district. Additionally, the definition for the *Educational Facility, College/University* use added in 2017 includes all facilities associated with an educational facility, including administrative facilities. Because the W&L office use throughout the building did not require a conditional use permit at the time W&L moved into the building (even though it would require one if initiated now), the use is considered legally nonconforming and may continue. However, given that the applicant is seeking to renew the conditional use permit for the courtroom and vault room, he has chosen to also request that the administrative *Educational Facility, College/University* use in the remainder of the building be formally acknowledged.

Director Glaeser reiterated that the applicant's request was to 1) renew the 2009 CUP in perpetuity and to 2) include the existing W&L office use in the CUP. He added that as a legally nonconforming use, the existing W&L office use can continue even if the second portion of the request is not included in the CUP. He reminded the PC that it had the ability to add or change conditions but emphasized that the conditions should be proportionate to the anticipated impact associated with the use.

J. Driscoll pointed out that the newly renovated Pres Brown building at 115 W. Nelson Street contained W&L administrative office use but had not been approved through a CUP. A. Glaeser acknowledged that staff only recently became aware of the *educational facility* definition and its implications. Because the city did not require a CUP for W&L offices at 115 W. Nelson Street, yet issued other permits and approvals for the renovation of the building, the owner has a vested right to continue to operate as is.

2) Applicant Statement –

Applicant John Adamson of Richmond stated his intent had simply been to continue the uses existing in the building and to bring it all into compliance with the current city code. He said that in 2008 when he was negotiating the purchase of the Courthouse there were very few public meeting spaces downtown, but that now there are a number of great spaces and perhaps continuing the use in the Courthouse was not necessary. He added that he had attended meetings in the Courthouse vault room many times and found it to function very well for meetings and presentations. He offered that he and his tenant felt a commitment to Lexington and had hoped to maintain a room that was available for public use.

There was discussion about the process by which the assembly space can be reserved and how it has been used since 2009. J. Driscoll questioned whether a CUP was necessary for the assembly space given that it is not used by government entities as was originally intended and seems to be used rather infrequently. Director Glaeser confirmed that any use of the space for public assembly, no matter how infrequent, would require a CUP. S. Spencer asked the applicant if he would consider an approval that would extend the public assembly use in perpetuity but include a 15 year lease on the educational facility

use of the rest of the building. Mr. Adamson responded that he would not feel favorably about having restrictions imposed on an existing use that is currently unrestricted. He said that if that meant the City chose not to renew the public assembly, he would be disappointed for the community would but respect the decision. Responding to questions from L. Straughan, Mr. Adamson confirmed he had a long-term lease with W&L of greater than 10 years and that it was well known in 2009 that W&L would be the tenant of the building. Answering a question from M. S. Harlow, he said the Courthouse housed W&L's Business and Human Resources Offices.

3) Public Comment –

Rebecca Logan of 1315 River Road, Buena Vista and Director of Main Street Lexington, spoke in favor of the application and the applicant. She advised the Commission that Main Street uses the Community Room as meeting space with some regularity and has always found Ms. Oliver, who schedules the space, to be very accommodating.

Jeff Hughes of 342 Jacobs Ladder, Lexington and owner of Sugar Maple Trading, stated he had made use of the assembly room multiple times and would hate to see it be lost as a community asset.

Chair Spencer read emailed comments from Patrick Rhamey of 110 White Street into the record. Mr. Rhamey's comments are attached hereto as Appendix A.

H. E. Ravenhorst, owner of the business at 19 S. Main Street, said he was delighted by the renovations being undertaken by Mr. Adamson in the Rockbridge and Grands Buildings. He applauded Mr. Adamson's interest in Lexington and attested to the quality of his projects. He ended by saying he believed the fact that ownership of the buildings would remain with Mr. Adamson's company with the properties remaining on the tax rolls was a win-win situation.

4) Commission Discussion & Decision – L. Straughan said she saw the application as clear cut. She noted that no change of use was being requested and if the application was not approved, the community would lose a potential meeting room. M. S. Harlow said she would feel more comfortable if the approval was made with the 15 year review date as there could be a need for more commercial office space in the future. Paraphrasing the language in the recorded deed, L. Straughan said the 2009 *assembly* request and the 15 year review was based on Rockbridge County's condition that the County government have access to a meeting room. As it turned out, neither the County nor the City seems to have made use of the meeting room for municipal meetings, however other civic organizations have met there. Given that the 2009 CUP applied only to the two named rooms and not to the rest of the building, she saw no point in applying a time limit. A lengthy back and forth ensued. S. Spencer argued that because the existing administrative office are a legal nonconforming use, issuing a CUP for that use was not necessary. A. Glaeser responded that while a CUP was not necessary, it would be a cleaner way of addressing the uses on the property, especially if a CUP is approved addressing other uses on the property. S. Spencer offered that she was delighted to learn of the public use of the assembly space and would like to see that continue, however she was not comfortable granting approval of the educational facility use in perpetuity for the rest of the building. She supported putting a time limit on that particular use, saying it was better for the city to have greater control as the vague language used in the conditions would

make enforcement difficult. She said the Planning Commission had a responsibility to protect the community's long-term interests, not just current uses. Director Glaeser reminded the Commission that conditions should address and be proportional to an expected impact. J. Driscoll said his concern was the expansion of W&L and that he felt strongly there should be a review process. **J. Driscoll moved to approve Conditional Use Permit number CUP 2024-02 with the following conditions:**

1. **That only the courtroom or the vault room may be utilized for educational facility, college/university use or for public assembly purposes in perpetuity. The determination of which space will be used for this purpose is to be determined by the applicant.**
2. **That the remainder of the building may be utilized for administrative facilities related to the Educational Facility, College/University use for a period of fifteen years.**

M. S. Harlow provided a second and the motion passed unanimously. (5-0)

B. CUP 2024-05: An application by John Adamson for approval of a Conditional Use Permit allowing portions of the Rockbridge Building located at 9 – 17 S. Main Street (TM #23-1-72A) to be used as an *Educational Facility, College/University* and as a *Public Assembly*.

- 1) Staff Report – The applicant and owner of both the Rockbridge Building and the Grand Building is undertaking a significant renovation of both buildings which will include an interconnecting “spine” between the buildings and an addition at the rear. The subject request is for a conditional use permit to allow the *Educational Facility, College/University* use and the *Public Assembly* use in portions of the Rockbridge Building only. The proposal is to allow the entire upper level, the portion of the main level at the rear of the building behind the retail storefronts, and the entire lower level to be occupied by W&L offices. The applicant is also requesting the *Public Assembly* use be approved to allow the lower level of the building to be used from time to time as an assembly space. While the Rockbridge and Grand Buildings will ultimately be interconnected, this application is for the Rockbridge Building only – the Grand Building has not yet been programmed. The renovation and addition have been reviewed by the Architectural Review Board and permitted by the Building Official.
- 2) Applicant Statement – Mr. Adamson said the renovation and restoration of the Rockbridge Building would result in an enhanced, well maintained and fully occupied building. Two retail storefronts would remain and would benefit from the completely updated life safety, HVAC, electrical, plumbing and lighting systems to be installed throughout the building. He argued the life safety improvements would not only secure the historic building's future, it would also help with the safety of adjacent downtown buildings. He remarked that the lease to W&L allowed his business to make the capital investment in the building's restoration. He suggested the impact from the requested office use was no different than ordinary, by-right office use – both would presumably provide more foot traffic downtown – the only difference was that the proposed offices are affiliated with the University. He added that it would not be difficult to convert the

upper floors to residential units in the future, at the end of the lease period. He responded to a question from Commissioners by explaining where the office entrances would be located and how access would work within the building. He said the application was for the Rockbridge Building only because he did not yet know how the Grands Building would be occupied.

3) Public Comment

Rebecca Logan of Main Street Lexington was pleased to be having an historic building restored and updated including two new retail spaces with modern plumbing, fire suppression and ADA accessibility. She pointed out that the upper stories of the building were always offices but were in need of updating and improved accessibility. She reported the downtown business community largely accepts the proposal and is happy to see the building fully and historically restored.

Jeff Hughes of Sugar Maple Trading remarked that having the building fully leased as opposed to largely empty was an improvement from a merchant's perspective.

H. E. Ravenhorst of 19 S. Main Street strongly encouraged approval of the application. Speaking as an architect very familiar with the building, he advised the Commission that the improvements being made to the building would result in a state of the art, safe, fire-resistant structure that would be good for the entire block. He added that these types of improvements were not cheap and meant Mr. Adamson needed tenants who could pay a reasonable rent to allow him to recover his investment. He suggested W&L was such a tenant and encouraged the Commission not to lose sight of the positive impact W&L has had on the city.

- 4) Commission Discussion & Decision – L. Straughan made the observation that she hoped any W&L signage on the building would be discreet, similar to the signage at the old Courthouse and on other W&L office spaces downtown. After lengthy discussion about how the parking lot and parking in the area might be impacted by the project, the tax revenue generated, the functional relationship between the buildings, and the condition of the building's residential units at the time Mr. Adamson acquired the building, J. Driscoll suggested tabling the discussion until the next meeting. He offered that he found the merits of the proposal and sensitivity of the design to be commendable, but he had concerns and reservations about the continued W&L expansion. He said his focus was not just on the application's immediate impact but also its long term implications. He said he and the public would be find it helpful to see plans and drawings to gain a better understanding of the value of the investment and how it is going to be used. L. Straughan commented that she did not see how the plans were necessary to determine the use, though she did request clarification of the *public assembly* use being requested in the lower level. Mr. Adamson described the space and stated it was likely to be used as rotating space for different groups, one of which could be Mock Con. He said he simply meant to cover all eventualities in the event that Mock Con were to want to hold some sort of student assembly. L. Straughan commented that the project met several Comprehensive Plan and Strategic Plan goals by expanding the tax base. She also noted it

accomplished a goal of the Main Street Lexington Board by getting students, faculty, staff and parents into town and off of campus. She said she would have concerns about W&L leasing the building if there was a shortage of office space, but the seeing space search for City Hall was evidence that there are other available large office spaces, to say nothing of the office that DSS will be vacating in a couple of years. The proposed use of this building will not displace anyone. She felt there were a lot of positives, provided W&L did not have a large presence. **M. S. Harlow moved to table the discussion of application number CUP 2024-05 to the Commission's next meeting. J. Driscoll seconded and the motion carried with L. Straughan voting opposed. (4-1)**

Commissioner Eastwood rejoined the Planning Commission at the dais.

OTHER BUSINESS - None

CITY COUNCIL REPORT

Council Member L. Straughan reported Council approved the Batch A Zoning Amendments with the exception of proposed amendment regarding townhomes on a private street. That proposed amendment drew some comment, so it was pulled to allow the Planning Commission to give it a more thorough review.

ADJOURN

The meeting adjourned at 7:24 p.m. (M. S. Harlow / K. Anderson)

S. Spencer, Chair, Planning Commission

Draft amendments for Cottage Housing

Proposed Amendments to the Zoning Chapter (*Chapter 420*)

The Lexington Planning Commission is considering a zoning text amendment to potentially allow cottage housing in accordance with strategy H.O. 5.3 that recommends we explore zoning modifications to facilitate the creation of a variety of safe, affordable, and innovative housing options, including other housing types that achieve higher densities and a diversity of housing options. This review of other ordinances that permit cottage housing, along with the consideration to modify the Lexington Zoning Ordinance, is in support of strategy H.O. 5.3 of the Lexington Comprehensive Plan.

April 25, 2025 P.C. meeting: staff presented an overview of the cottage housing development concept.

May 9, 2024 P.C. meeting: the cottage housing regulations for Winchester, Virginia were reviewed.

May 23, 2024 P.C. meeting: staff provided an overview of the Railroad Cottages development in Falls Church, VA, along with a review of the accompanying cottage housing zoning code adopted by Falls Church in 2017.

June 13, 2024 P.C. meeting: staff provided an overview of the Third Street Cottages development in Langley, WA along with a review of the accompanying cottage housing zoning code adopted by Langley in 1995 and modified thereafter.

June 27, 2024 P.C. meeting: staff provided an overview of the cottage housing proposal submitted by Max Ivankov for his properties at the corner of Houston and Walker Streets.

July 11, 2024 P.C. meeting: using the structure of the Winchester, VA cottage housing code, the Planning Commission began to consider text options from other jurisdictions for each element of the Winchester code with the goal of drafting a cottage housing ordinance to be advertised for a public hearing.

July 25, 2024 P.C. meeting: discussion included cottage density, cottage height and existing nonconforming structures.

August 8, 2024 P.C. meeting: staff presented supplemental materials intended to help with the cottage density discussion. Staff will continue to add sample language from other cottage housing codes to the Winchester code structure. The focus for the next discussion will be cottage size.

August 22, 2024 P.C. meeting: staff added sample language from other cottage housing codes for Cottage Floor Area, Yards, Building Separation, Common Open Space, and Private Open Space for the continued Cottage Housing discussion.

September 12, 2024 P.C. meeting: since time was not available on the 8.22.2024 P.C. agenda following two lengthy public hearings, the cottage housing materials provided on 9.12.2024 are the same as those provided on 8.22.2024 and include sample language from other cottage housing codes for Cottage Floor Area, Yards, Building Separation, Common Open Space, and Private Open Space for the continued Cottage Housing discussion. *(Begin on page 17.)*

LEXINGTON ZONING ORDINANCE
 ARTICLE XI. Use and Design Standards
 §420-11.1. Residential Uses.
 2. Cottage Housing

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A. PURPOSE AND INTENT.

Winchester, VA

The general purpose of the cottage housing development design standards are as follows:

1. A cottage housing development is an alternative type of detached housing providing small residences that replicate the size, proportionality and character of craftsman-style homes built in the 1910's to 1930's, for households of typically one to two individuals. Cottage housing is provided as part of the city's overall housing strategy which intends to encourage affordability, innovation and variety in housing design and site development while ensuring compatibility with existing neighborhoods, and to promote a variety of housing choices to meet the needs of a population diverse in age, income, household composition and individual needs.
2. The cottage housing development design standards contained in this article are intended to create a small community of cottages oriented around open space that is pedestrian-oriented and minimizes the visibility of off-street parking. These design standards are intended to ensure that cottage housing developments include pedestrian amenities and take advantage of existing natural features on the site including topography and vegetation. The cottage housing development design standards are intended to maintain traditional cottage amenities and proportions and ensure that cottage housing developments contribute to the overall community character. Alternative designs that meet the objectives of the design standards may be reviewed through the conditional use permit process to accomplish the objectives of this article.
3. Cottage housing may allow higher residential density than is normally allowed in the underlying zoning district. This increased density is possible through the use of smaller than average dwelling unit sizes, clustered parking, and site design standards.
4. All cottage housing developments are subject to current city stormwater standards and shall incorporate stormwater low impact development techniques whenever possible.

Shoreline, WA

The purpose of this subchapter is to establish standards for cottage housing developments in R-4, R-6, R-8 and R-12 zones. All cottage housing developments shall meet the design standards contained in this subchapter. Standards that are not addressed in this subchapter will be supplemented by the standards in SMC 20.40.300 and the remainder of this chapter. In the event of a conflict, the standards of this subchapter shall prevail. The purposes of this subchapter are as follows:

1. To increase the supply and variety of housing choices available in the city to better meet the needs of residents, especially those in smaller households.
2. To encourage development of attractive infill residential communities that are compatible with other forms of low-density residential uses.
3. To enhance the aesthetic appeal of new cottage housing development by encouraging a variety of home sizes and heights, in an architecturally cohesive development.
4. To encourage site design which maximizes the preservation of existing large trees in order to provide habitat for wildlife, protect biodiversity, and enhance the environmental quality of the development.

5. To provide a site design that fosters community interaction, a sense of safety, and connection to the environment by orienting cottages around accessible, usable, common open space while reducing the dominance of vehicles on the site.
6. To provide a cottage design that encourages community interaction through usable front porches while maintaining a resident's privacy within the home. (Ord. 984 § 1 (Exh. A), 2023).

Lexington, VA

The purpose of this subchapter is to establish standards for cottage housing developments. The cottage housing development design standards contained in this article are intended to create a small community of cottages oriented around open space that is pedestrian-oriented and minimizes the visibility of off-street parking. These design standards are intended to ensure that cottage housing developments include pedestrian amenities and take advantage of existing natural features on the site including topography and vegetation. The cottage housing development design standards are intended to maintain traditional cottage amenities and proportions and ensure that cottage housing developments contribute to the overall community character. Alternative designs that meet the objectives of the design standards may be reviewed through the conditional use permit process to accomplish the objectives of this article. Cottage housing may allow higher residential density than is normally allowed in the underlying zoning district. This increased density is possible through the use of smaller than average dwelling unit sizes, clustered parking, and site design standards. The purposes of this subchapter are as follows:

1. To increase the supply and variety of housing choices available in the city to better meet the needs of residents, especially those in smaller households.
2. To encourage development of attractive infill residential communities that are compatible with other forms of low-density residential uses.
3. To enhance the aesthetic appeal of new cottage housing development by encouraging a variety of home sizes and heights, in an architecturally cohesive development.
4. To encourage site design which maximizes the preservation of existing large trees in order to provide habitat for wildlife, protect biodiversity, and enhance the environmental quality of the development.
5. To provide a site design that fosters community interaction, a sense of safety, and connection to the environment by orienting cottages around accessible, usable, common open space while reducing the dominance of vehicles on the site.
6. To provide a cottage design that encourages community interaction through usable front porches while maintaining a resident's privacy within the home.

B. APPLICABILITY, APPLICATION PROCESS, AND DESIGN REVIEW.

Winchester, VA

Applicability of this article, application procedure and the process for design review are pursuant to Article 18, General Provisions, and Article 19, Site Plan Requirements.

Abingdon, VA

Application process and design review. The application and review process are pursuant to Article III, Permits and Applications.

C. DENSITY, NUMBER OF COTTAGE HOUSING UNITS AND MINIMUM LOT AREA.

Winchester, VA

1. In cottage housing developments the permitted densities shall be as follows:

Zoning District	Maximum Cottage Density	Minimum Number of Cottages per Cottage Housing Development	Maximum number of Cottages per Cottage Housing Development	Minimum Lot Size (accommodates 4 cottages)
Central Business (B-1) and Residential Business (RB-1)	1 cottage dwelling per 2,000 sf	4	8	8,000 sf
High Density Residential (HR)	1 cottage dwelling per 2,000 sf	4	10	8,000 sf
Limited High Density Residential (HR-1)	1 cottage dwelling per 2,800 sf	4	10	11,200 sf
Medium Density Residential (MR)	1 cottage dwelling per 2,800 sf	4	12	11,200 sf

2. Projects that exceed the above maximums must be processed as planned unit developments per Article 13 of the Winchester Zoning Ordinance.

Abingdon, VA

Cottage housing developments shall adhere to the requirements of Table 7.2.13

Table 7.2.13 Cottage Housing Development Requirements

Zoning District	Maximum Density	Minimum Number/Density of Cottages per Development	Maximum Number/Density of Cottages per Development	Minimum Lot Size
Limited Business (B-1) and General Business (B-2)	1 cottage per 4,000 square feet	4	8 cottages per acre	2 acres
High-Density Residential (R-3), Mixed Residential (R-4), and Mixed High-Density Residential (R-5)	1 cottage per 4,000 square feet	4	8 cottages per acre	2 acres

Notes for Table 7.2.12 Cottage Housing Development Requirements

[1] The densities set forth may be increased in accordance with the open space and low-income incentives set forth in Article V, Division 5, Planned Unit Development.

Falls Church, VA

Zoning District	Maximum Cottage Density	Minimum Number of Cottages per Cottage Housing Development	Maximum number of Cottages per Cottage Housing Development	Minimum Lot Size (accommodates 9 cottages)
R-1A (Low Density Residential District)	parcel s.f. ÷ 10,000 x 2	(none)	18	45,000 sf

Port Townsend, WA

Zoning District	Maximum Cottage Density	Minimum Number of Cottages per Cottage Housing Development	Maximum number of Cottages per Cottage Housing Development	Minimum Lot Size (accommodates 4 cottages)
R-I Low Density Residential	1 cottage dwelling per 5,000 sf	4	8	20,000 sf
R-II Medium Density Single-Family	1 cottage dwelling per 2,500 sf	4	12	10,000 sf
R-III Medium Density Multifamily	1 cottage dwelling per 2,500 sf	4	14	10,000 sf

Lexington, VA
(to be completed)

Zoning District	Maximum Cottage Density	Minimum Number of Cottages per Cottage Housing Development	Maximum number of Cottages per Cottage Housing Development	Minimum Lot Size (accommodates <u>5-4</u> cottages)
R-1	1 SFD w/ADU per 8,000 sf		1 or 2 dwellings	8,000 sf (accommodates 1-2 dwellings)
R-1 2 family dwelling	1 two-family dwelling w/ADU per 12,000 sf		2 or 3 dwellings	12,000 sf (accommodates 1-3 dwellings)
R-1 cottages	Single family x 2.5 or 1 cottage per 3,200 sf	4	12	<u>20,800 sf</u> <u>(3,200 sf x 5 x 1.3)</u> <u>(4 units + 3,200 sf for open space and parking)</u>
R-2 cottages	Single family x 2 or 1 cottage per 6,000 sf	4	12	<u>39,000 sf</u> <u>(6,000 sf x 5 x 1.3)</u> <u>(4 units + 6,000 sf for open space and parking)</u>
R-LC (?) cottages	Single family x 2.5 or 1 cottage per 3,200 sf	4	12	<u>20,800 sf</u> <u>(3,200 sf x 5 x 1.3)</u> <u>(4 units + 3,200 sf for open space and parking)</u>
R-M cottages	Townhouses 2,400 sf per unit or 1 cottage per 2,000 sf	4	18	

D. EXISTING NONCONFORMING STRUCTURES AND ACCESSORY TWO-FAMILY DWELLING UNITS.

Winchester, VA

1. On a lot to be used for a cottage housing development, an existing detached single-family dwelling, which may be nonconforming with respect to the standards of this article, shall be permitted to remain, but the extent of the nonconformity may not be increased. Such nonconforming dwelling units shall be included in the maximum permitted cottage density.
 - a. Nonconforming dwelling units may be modified to be more consistent with this article. For example, roof pitches may be increased consistent with Section 13.1-5, but the building ground floor or total floor area may not be increased greater than permitted by Section 13.1-11.
2. New accessory two-family dwelling units are not permitted in cottage housing developments. All residential units in a cottage housing development count towards the maximum permitted density. An existing accessory two-family dwelling may be counted as a cottage unit if the property is developed subject to the provisions of this article.

Abingdon, VA

- d) Existing nonconforming structures.
 - (1) On a lot to be used for a cottage housing development, an existing detached single family dwelling, which may be nonconforming with respect to the standards of this article, shall be permitted to remain, but the extent of the nonconformity may not be increased. Such nonconforming dwelling units shall be included in the maximum permitted cottage density.
 - (2) All residential units in a cottage housing development count towards the maximum permitted density.

Port Townsend, WA

- 17.34.040 Existing nonconforming structures and accessory dwelling units.
- A. On a lot to be used for a cottage housing development, an existing detached single family dwelling, which may be nonconforming with respect to the standards of this article, shall be permitted to remain, but the extent of the nonconformity may not be increased. Such nonconforming dwelling units shall be included in the maximum permitted cottage density.
 1. Nonconforming dwelling units may be modified to be more consistent with this chapter. For example, roof pitches may be increased consistent with PTMC 17.34.050, but the building ground floor or total floor area may not be increased greater than permitted by PTMC 17.34.110.

(staff notes that PTMC 17.34.050 is the section of the Port Townsend cottage housing code regulating building height and roof pitch, while PTMC 17.34.110 is the section of the cottage housing code regulating cottage floor area.)

Lexington, VA (based on Winchester, VA)

1. On a lot to be used for a cottage housing development, an existing detached single-family dwelling, which may be nonconforming with respect to the standards of this article, shall be permitted to remain, but the extent of the nonconformity may not be increased. Such nonconforming dwelling units shall be included in the maximum permitted cottage density.

- a. Nonconforming dwelling units may be modified to be more consistent with this article. For example, roof pitches may be increased consistent with Section 13.1-5, but the building ground floor or total floor area may not be increased greater than permitted by Section 13.1-11.
2. All residential units in a cottage housing development count towards the maximum permitted density. An existing accessory dwelling unit may be counted as a cottage unit if the property is developed subject to the provisions of this article. New accessory dwelling units are not permitted in cottage housing developments. *(note – restate this last sentence to a more appropriate section of this draft code)*

E. BUILDING HEIGHT.

Winchester, VA

1. Objective. Structures in cottage housing developments shall be designed to be single-story or single-story plus a loft. Because the base density is higher and building separation less than on typical residential lots, it is important to maintain a feeling of adequate light and open space by providing more restrictive maximum roof heights and roof proportion standards.
 - a. The maximum roof pitch for a cottage housing structure shall be 12/12, and the minimum roof pitch shall be 8/12.
 - b. Maximum floor to floor height for lofts shall not exceed 10'-0".

Falls Church, VA

- (5) No building in the proposed development will exceed 1 ½ stories or be more than 25 feet in height. No basement or crawl space with an average floor to ceiling height of more than 4 ½ feet in height will be permitted.

(The Falls Church definition of half story is: Story, half, means a partial story under a gable, hip or gambrel roof, the wall plates of which on at least two opposite exterior sides are not more than two feet above the floor of such story; provided that any such story used as a separate dwelling unit, other than by a janitor or other employee and his family, shall be counted as a full story. (See illustration 3 at the end of this section.)

Town of Abingdon, VA

- (e) Maximum building height is 25 feet.

Town of Vienna, VA

Building height is 28 feet maximum.

Shoreline, WA

Height. Cottages are limited to a maximum height of 24 feet.

Port Townsend, WA

17.34.050 Building height.

- A. Objective. Structures in cottage housing developments shall be designed to be single story or single story plus a loft. Because the base density is higher and building separation less than on typical residential lots, it is important to maintain a feeling of adequate light and open space by providing more restrictive maximum roof heights and roof proportion standards.
1. The maximum building height permitted for structures in cottage housing developments shall be 18 feet.
 2. The highest point of a pitched roof may extend up to 23 feet.

Lexington, VA

No building in the proposed development will exceed 2 stories nor be more than 25 feet in height.

F. VARIATIONS IN BUILDING DESIGN.

Winchester, VA

1. Objective. Cottage housing development structures shall provide variety and visual interest by using a combination of building elements, features and treatments in cottages as well as garages. Structures must include building articulation, change in materials or textures, windows, or other architectural features. A minimum of at least one side articulation or roof break shall occur for street-facing facades or common open spaces or walkways to the common open spaces. No blank walls are allowed.
 - a. Exterior trim elements consistent with traditional cottage design and small home craftsmanship reminiscent of craftsman-style houses of 1910's to 1930's shall be incorporated into the building design and overall character.
 - b. Roofs in cottage housing developments shall have eaves to recognize traditional cottage design traits to efficiently shed rain, and provide rain protection for exterior walls. Eaves of at least 12 inches shall be provided on all cottage structures on all four sides of each building.
 - c. Changes in materials in a vertical wall shall occur at an internal corner or a logical transition such as aligning with a window edge or chimney.
 - d. Transition in materials on a wall surface, such as shingle or lap siding, shall be required to have a material separation, such as a trim band board.
 - e. Exterior wall material may consist of wood, cement fiber board, stucco, standard sized brick and stone. Simulated stone, wood, stone or brick may be used to detail homes.
 - f. Trim may be wood, cement fiberboard, stucco, or stone materials. Trim is required around all doors and windows and must be used on all elevations. Window and door

trim with a minimum width of three and one-half inches shall be provided on all cottage housing development structures.

- g. Departures from these standards shall be reviewed through the alternative design review process. Alternative designs shall demonstrate a coherent cottage housing design based upon traditional design principles including weather protection.

Falls Church, VA

(9) The proposed development will provide a variety of building designs through building elements, features and treatments. The following building design requirements must be met, at a minimum:

- a. Each dwelling unit shall have a porch with a length that is at least 50 percent of the length of the façade along which it runs and a minimum depth out from that wall of five feet. Porches may be roofed and screened, but shall not be enclosed by walls or glass windows.
- b. Street facing facades and those facing common or community areas shall avoid blank walls and incorporate one or more of the following:
 1. Changes in exterior material and paint color;
 2. Windows which may include bay windows; and/or
 3. Building modulation with a depth measuring at least one foot.

(10) Units and other buildings shall be oriented toward each other or a common area as far as reasonably practicable so as to create a sense of community.

Port Townsend, WA

17.34.060 Exterior trim and roof eaves.

A. Objective. Cottage housing development structures shall be provided with substantial exterior trim elements consistent with traditional northwest cottage design and small home craftsmanship. Roofs in cottage housing developments shall have eaves to recognize traditional northwest cottage design traits to efficiently shed rain, and provide rain protection for exterior walls. Departures from these standards (exterior trim and eave requirements) shall be reviewed through the alternative design review process. Alternative exterior trim and eave designs shall demonstrate a coherent cottage housing design based upon traditional design principles including weather protection.

1. Window and door trim with a minimum width of three and one-half inches shall be provided on all cottage housing developments structures.
2. Eaves of at least 12 inches shall be provided on all cottage structures on at least two sides of each building. Where buildings are not square (one set of exterior parallel walls are longer than the other), the eaves shall be provided on the parallel walls that are the longest. (Ord. 2864 § 3, 2004).

Shoreline, WA

20.50.730 Building design – Standards.

C. Cottage Variety.

1. Architectural techniques to create a variety of cottage designs are required. A development shall select a minimum of three techniques to diversify cottages, including but not limited to: windows, articulation, variation, trim, and varied rooflines. Other architectural features may be considered by the city if the design meets the purpose of this subchapter in SMC [20.50.700](#).
2. Cottages with identical architectural designs shall not be placed directly adjacent to one another and shall be separated by at least one other nonidentical cottage. Variation in materials or colors between adjacent cottages is required to create distinct cottages within a development. (Ord. 984 § 1 (Exh. A), 2023).

Abingdon, VA

Section 7-2-13 - Cottage housing development.

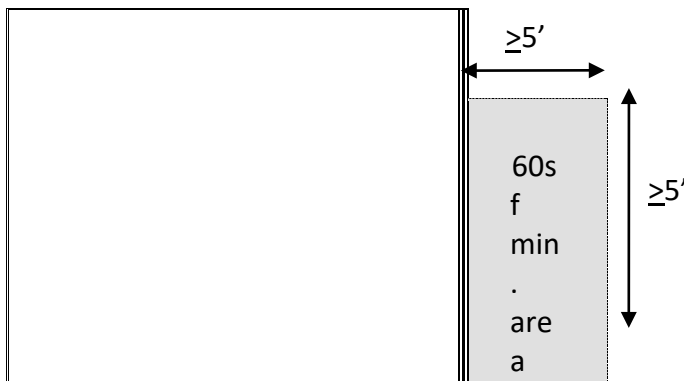
- (f)** Variations in building design. Cottage housing development structures shall provide variety and visual interest by using a combination of building elements, features and treatments in cottages as well as garages.
- (1)** Structures must include building articulation, change in materials or textures, windows, or other architectural features. A minimum of at least one side articulation or roof break shall occur for street-facing facades or common open spaces or walkways to the common open spaces. No blank walls are allowed.
 - (2)** Designs shall demonstrate a coherent cottage housing design based upon traditional design principles including weather protection.
 - (3)** Exterior wall material may consist of wood, cement fiber board, stucco, brick and stone. Simulated stone, wood, stone or brick may be used to detail homes. Trim may be wood, cement fiberboard, stucco, brick, or stone materials.
 - (4)** Departures from these standards shall be reviewed through an alternative design review process, defined as a process that conforms to the intent of the provisions of the code, but not necessarily the letter of the code, and provides an equivalent level of quality, strength, effectiveness, fire resistance, durability, and safety.

G. COVERED MAIN ENTRY PORCHES.

Winchester, VA

- 1. Objective. All residences in cottage housing developments shall be provided with a covered main entry porch to create a private outdoor space protected from the weather and provide a transition from the interior private residential space to the semi-private outdoor space. Covered porches shall be usable both in design and dimension.
 - a. Cottage homes shall have a covered main entry porch with a floor area measuring at least 60 square feet in size.
 - b. The floor of the covered main entry porch shall have minimum dimensions of not less than five feet in any direction (length or width).

Diagram 13.1-7.



Port Townsend, WA

17.34.070 Covered main entry porches.

A. Objective. All residences in cottage housing developments shall be provided with a covered main entry porch to create a private outdoor space protected from the weather and provide a transition from the interior private residential space to the semi-private outdoor space. Covered porches shall be usable both in design and dimension.

- 1. Cottage homes shall have a covered main entry porch with a floor area measuring at least 60 square feet in size.
- 2. The floor of the covered main entry porch shall have minimum dimensions of not less than five feet in any direction (length or width). (Ord. 2864 § 3, 2004).

Abingdon, VA

Section 7-2-13 - Cottage housing development.

- (g) Covered main entry porches. All residences in cottage housing developments shall be provided with a covered main entry porch to create a private outdoor space protected from the weather and provide a transition from the interior private residential space to the semi-private outdoor space.
 - (1) Covered porches shall be usable both in design and dimension.
 - (2) The floor of the covered main entry porch shall have minimum dimensions of not less than five feet in any direction (length or width) and measuring at least 60 square feet in area.

Shoreline, WA

20.50.720 Site design – Standards.

G. Private Open Space.

3. Porches.

- a. Each cottage shall have a covered front porch which equals no less than 10 percent of the total gross floor area of the cottage.
- b. All required porches shall be attached to the cottage, provide access to the cottage, and have a minimum lineal dimension of six feet.
- c. Porches shall be oriented toward the common open space, or right-of-way.

H. STREET-FACING FACADES.

Winchester, VA

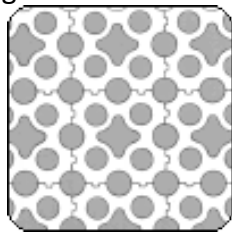
- 1. Objective. The street-facing facades of cottages in a cottage housing development will contribute to the neighborhood by including attractive design details such as windows, changes in materials, and views of front doors or porches. The main entries of some cottages will be visible from the adjacent streets to provide a visual pedestrian connection with the surrounding neighborhood.
 - a. All cottages shall have street-facing facades that avoid blank walls or appear to “turn their backs” to the street. All cottages shall include one or more of the following on street-facing facades:
 - i. Changes in exterior siding material and paint color;

- ii. Windows which may include bay windows; and/or
 - iii. Building modulation with a depth measuring at least one foot.
- b. At least one cottage shall have its front main entry door and/or front porches visible from each street frontage.

Winchester, VA

?. LOT COVERAGE AREA.

1. Objective. Cottage housing developments shall not exceed underlying lot coverage standards for the respective zoning district to maintain residential neighborhood character and the balance of built structures to open spaces.
 - a. Notwithstanding the provisions of Section 13.1-13, Common Open Space, the maximum lot coverage permitted for all structures in cottage housing developments shall not exceed the requirements for the underlying zoning district contained in Article 19, Section 19-5-6.1.
 - b. The use of paver stones, pervious pavement, grasscrete®, or other types of low impact stormwater development techniques are encouraged for walkways and parking areas.



Example of grasscrete pavers in plan view

Table 13.1-9.

Zoning District	Minimum Landscape Requirement
Residentially-zoned Parcels within HW District	30%
Residentially-zoned Parcels <u>NOT</u> within HW District	45%



Continue with 9.12.2024
P.C. discussion here

I. COTTAGE FLOOR AREA.

Winchester, VA

- 1. Objective. Structures in cottage housing developments shall be designed to be single story or single story plus a loft. Residences in cottage housing developments are primarily intended for one- and two-person households and their occasional guests. Maintaining the maximum square footage of residences in cottage housing developments is necessary to prevent overbuilding of the site and to not exceed available off-street parking.
 - a. The maximum ground floor gross area for an individual principal structure in a cottage housing development shall not exceed 864 square feet.
 - b. Lofts can be no more than 50 percent of the net floor area of the main level.

Falls Church, VA

- (4) Dwelling units shall be detached, except that two dwelling units in any proposed cottage development may be constructed as semi-detached, after city council finds that including such semi-detached units will better serve the purposes of cottage development as set forth above. Every dwelling unit shall have a maximum gross floor area of 1,000 square feet on the main level and may include one upper level of no more than 50 percent of gross floor area of main level. The square feet of required porches shall not be included in the floor area calculation.

Abingdon, VA

- (h) Floor area. Structures in cottage housing developments shall be designed to be single story or single story plus a loft.
 - (1) The maximum ground floor gross area for an individual principal structure in a cottage housing development shall not exceed 1,000 square feet.
 - (2) The maximum total square footage for an individual principal structure in a cottage housing development shall not exceed 1,500 square feet.
 - (3) The minimum total square footage for an individual principal structure in a cottage housing development shall not be less than 800 square feet.
 - (4) Expansions of square footage above what is provided above shall not be allowed and the covenants, conditions, and restrictions of the development shall state such.

Vienna, VA

Unit Size

- u Unit Size - 1,800 sq. ft. max.
- Building footprint - 1,200 sq. ft. max.

Langley, WA

C. Lot Coverage and Floor Area.

1. The maximum lot coverage permitted for principal and accessory structures in CHD shall not exceed 40 percent.
2. The maximum first floor or main floor area for an individual principal structure in a CHD shall be as follows:
 - a. For at least 50 percent of the units, floor area shall not exceed 650 square feet;
 - b. For no more than 50 percent of the units, the floor area may be up to 800 square feet.
3. The total floor area of each cottage shall not exceed either one and one-half times the area of the main level or 975 square feet, whichever is less.

Shoreline, WA

B. Cottage Size. When a development contains five or more cottages:

1. At least 60 percent of the gross floor area of a cottage shall be on the ground floor.
2. A minimum of 20 percent of cottages shall vary at least 250 square feet above or below the average gross square footage of cottages in the development.
3. A minimum of 20 percent of all cottages within a development shall not exceed 15 feet in height.
4. Cottages that exceed 15 feet in height shall have a pitched roofline. The roofline may not exceed the maximum height permitted and must be between a 12:6 and 12:12 pitch. Dormers must also meet this pitch requirement.

Port Townsend, WA

17.34.110 Cottage floor area.

A. Objective. Structures in cottage housing developments shall be designed to be single story or single story plus a loft. Residences in cottage housing developments are primarily intended for one- and two-person households and their occasional guests. Maintaining the maximum square footage of residences in cottage housing developments is necessary to prevent overbuilding of the site and to not exceed available off-street parking.

1. The maximum ground floor area for an individual principal structure in a cottage housing development shall be as follows:

- a. For at least 50 percent of the units, the ground floor area may not exceed 650 square feet.
- b. For no more than 50 percent of the units, the ground floor area may be up to 800 square feet.
- c. The net total floor area of each cottage shall not exceed one and one-half times the area of the main level. (Ord. 2864 § 3, 2004).

J. YARDS – BUILDING SETBACKS FROM EXTERIOR LOT LINES.

Winchester, VA

- 1. Objective. Exterior lot line building setbacks in cottage housing developments are based upon the allowed density of cottage housing as well as the small size of the structures. Flexible setbacks are allowed per the discretion of the Building Official and Planning Director to obtain improved site design and to avoid impacting existing physical features on the site such as trees.

Table 13.1-11.

	Front	Corner-Side	Side	Rear
Building Setback	10'	10'	5'	10'*

*-The minimum rear yard shall be 10 feet, unless abutting an alley, in which case, the minimum setback shall be 5 feet.

Falls Church, VA

(14) Minimum yard requirements.

- b. For dwellings units and community buildings (i.e., community guest houses, club houses): 20 feet from a public right-of-way, ten feet from a side property line, 20 feet from a rear property line; provided however, that where the cottage housing development site is adjacent to a residential zoning district, side yard setbacks for dwelling units or community buildings shall be increased from ten to 15 feet to provide sufficient space for the landscape buffer. Semi-detached dwelling units shall be treated as one structure for the purpose of establishing minimum yard requirements. Distances between dwelling and structures shall meet all applicable requirements in fire and life safety codes.

Abingdon, VA

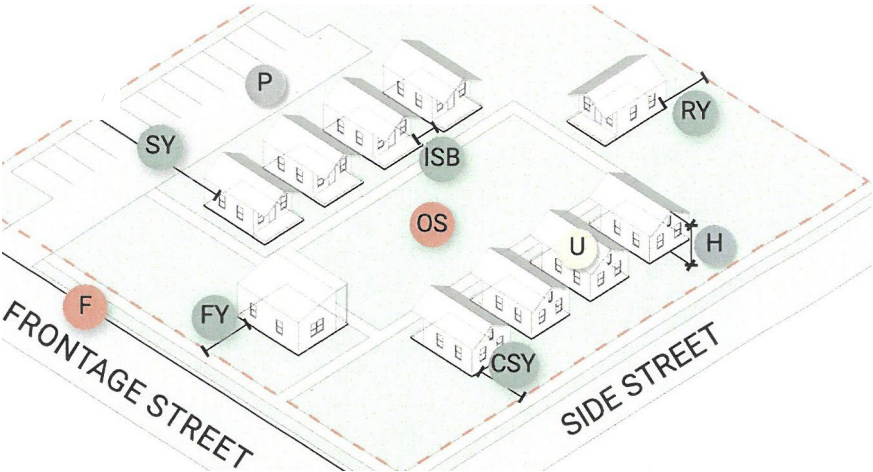
(i) Setbacks. Exterior lot line building setbacks in cottage housing developments shall be the same as the underlying zoning district unless a variance is approved by the Planning Commission as

part of the SUP. (A Special Use Permit in Abingdon is analogous to a Conditional Use Permit in Lexington).

Vienna, VA

Building Placement Standards

FY	Front Yard Setback	20 ft. min. from front property line
SY	Side Yard Setback	15 ft. min. each side
RY	Rear Yard Setback	20 ft. min.
CSY	Corner Side Yard Setback	20 ft. min.
ISB	Internal Setbacks Between Buildings on same Lot	Minimum required by Virginia Uniform Statewide Building Code



Langley, WA

D. Yards.

1. Front Yards. The front yard shall be an average of 10 feet and at no point shall be less than five feet.
2. Rear Yards. The minimum rear yard shall be 10 feet.
3. Side Yards. The minimum required side yard shall be five feet.

Shoreline, WA

Same as Base Zoning district.

Port Townsend, WA

17.34.120 Yards – Building setbacks from exterior lot lines.

A. Objective. Exterior lot line building setbacks in cottage housing developments are based upon setbacks in the R-II zoning district. These yard setbacks are appropriate based upon the allowed density of cottage housing as well as the small size of the structures. Flexible setbacks are allowed per the discretion of the BCD and public works directors to obtain

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improved site design and to avoid impacting existing physical features on the site such as trees.

1. Front yard and street side yard on corner lots shall be 10 feet:
 - a. Exception: The BCD director in consultation with the public works director may authorize the setback averaging from the public right-of-way. In such cases the setback average shall be 10 feet and at no point less than five feet where the location of all structures, landscaping and other improvements will not conflict with future improvements in the right-of-way. Fences may not be placed in the right-of-way and are subject to Chapter [17.68](#) PTMC.
2. Rear Yard Building Setback. The minimum rear yard shall be 10 feet, unless abutting an alley, then the minimum setback shall be five feet.
3. Side Yard Building Setback – Interior Lot Lines. The minimum side yard setback shall be five feet for interior lot lines. (Ord. 2864 § 3, 2004).

K. COTTAGE HOUSING DEVELOPMENT BUILDING SEPARATION.

Winchester, VA

1. Objective. Structures within cottage housing developments shall observe minimum setbacks from other cottage housing development structures to avoid overcrowding the site and to maintain a sense of privacy within the cottages themselves.
 - a. All buildings within a cottage housing development shall maintain a minimum separation of 12 feet from cottages within a cottage housing development measured from the nearest point of the exterior walls. Accessory buildings shall comply with building code requirements for separation from non-cottage structures.

Falls Church, VA

(14) Minimum yard requirements.

- b. For dwellings units and community buildings (i.e., community guest houses, club houses): 20 feet from a public right-of-way, ten feet from a side property line, 20 feet from a rear property line; provided however, that where the cottage housing development site is adjacent to a residential zoning district, side yard setbacks for dwelling units or community buildings shall be increased from ten to 15 feet to provide sufficient space for the landscape buffer. Semi-detached dwelling units shall be treated as one structure for the purpose of establishing minimum yard requirements. Distances between dwelling and structures shall meet all applicable requirements in fire and life safety codes.

Abingdon, VA

- (j) Building separation. Structures within cottage housing developments shall observe minimum setbacks from other cottage housing development structures to avoid overcrowding the site and to maintain a sense of privacy within the cottages themselves.
- (1) All buildings within a cottage housing development shall maintain a minimum separation of 12 feet from cottages within a cottage housing development measured from the nearest point of the exterior walls.
 - (2) Accessory buildings shall comply with building code requirements for separation from noncottage structures.

Vienna, VA

Internal Setbacks between Buildings on Same Lot – Minimum required by Virginia Uniform Statewide Building Code.

Shoreline, WA

A. Setbacks.

1. The building-to-building setback between units shall be a minimum of eight feet except for those units that are attached by common vertical walls.

Port Townsend, WA

17.34.130 Cottage housing development building separation.

A. Objective. Structures within cottage housing developments shall observe minimum setbacks from other cottage housing development structures to avoid overcrowding the site and to maintain a sense of privacy within the cottages themselves.

1. All buildings within a cottage housing development shall maintain a minimum separation of 10 feet from cottages within a cottage housing development measured from the nearest point of the exterior walls. Accessory buildings shall comply with building code requirements for separation from noncottage structures. (Ord. 2864 § 3, 2004).

L. COMMON OPEN SPACE.

Winchester, VA

1. Objective. Open space that is commonly owned by all members of a cottage housing development is an important feature of any site design. It is intended that the open space be adequately sized and centrally located with individual cottage entrances oriented towards the open space.

- a. Common Open Space. A minimum of 400 square feet per cottage unit of common

open space is required. Parking areas, yard setbacks, spaces between buildings of 12 feet or less in width, private open space, and driveways do not qualify as common open space.

b. Proximity to Common Open Space.

- i. At least 50 percent of the cottage units shall abut a common open space. All of the cottage units shall be within 60 feet walking distance measured from the nearest entrance of the cottage along the shortest safe walking route to the nearest point of the common open space. The common open space shall have cottages abutting at least two sides.
- ii. For the purposes of cottage housing, "common open space" shall be the central space that may be used by all occupants of the cottage housing development.

Falls Church, VA

(11) The proposed development shall provide community amenities for use by all residents in the development, as follows:

- a. A minimum of 400 square feet of common open space per dwelling unit is required. Parking areas, yard setbacks, spaces between buildings of 12 feet or less in width, private open space, and driveways do not qualify as common open space.
- b. If the proposed development includes a guest house, club house or similar structure ("community building"), such community building shall be available for the common use of all residents within the development. Community buildings may include a meeting room, guest room (which shall not include the kitchen facilities) for stays of 14 days or less, or kitchen facilities to facilitate social functions of the association owners. A community building that is available to all residents shall not be counted as a dwelling unit and no guest staying there shall be a city resident by virtue of staying there.
- c. The proposed development shall have sidewalks along all public streets adjacent to the development where sidewalks presently exist on the same side of the block or where safety considerations such as significant vehicular traffic or the need for safe pedestrian pathways to nearby public uses require them, such as schools, churches, parks, public transportation stops, and shopping; and a system of interior walkways that connects each cottage to the others and the parking area, and to the sidewalks abutting adjacent public streets, where applicable.

Abingdon, VA

(k) Common open space. For the purposes of cottage housing, "common open space" shall be the central space that may be used by all occupants of the cottage housing development. Open space that is commonly owned by all members of a cottage housing development is an important feature of any site design. It is intended that the open space be adequately sized and centrally located with individual cottage entrances oriented towards the open space.

- (1) A minimum of 400 square feet per cottage unit of common open space is required. Parking areas, yard setbacks, spaces between buildings of 12 feet or less in width, private open space, and driveways do not qualify as common open space.
- (2) At least 50% of the cottage units shall abut a common open space.
- (3) The common open space shall be overlaid with an easement protecting said area in perpetuity from further development and shall not include slopes greater than 15%, streets, or parking areas.

Vienna, VA

OS Open Space Set Aside Per Development - 40%

Langley, WA

E. Required Open Space.

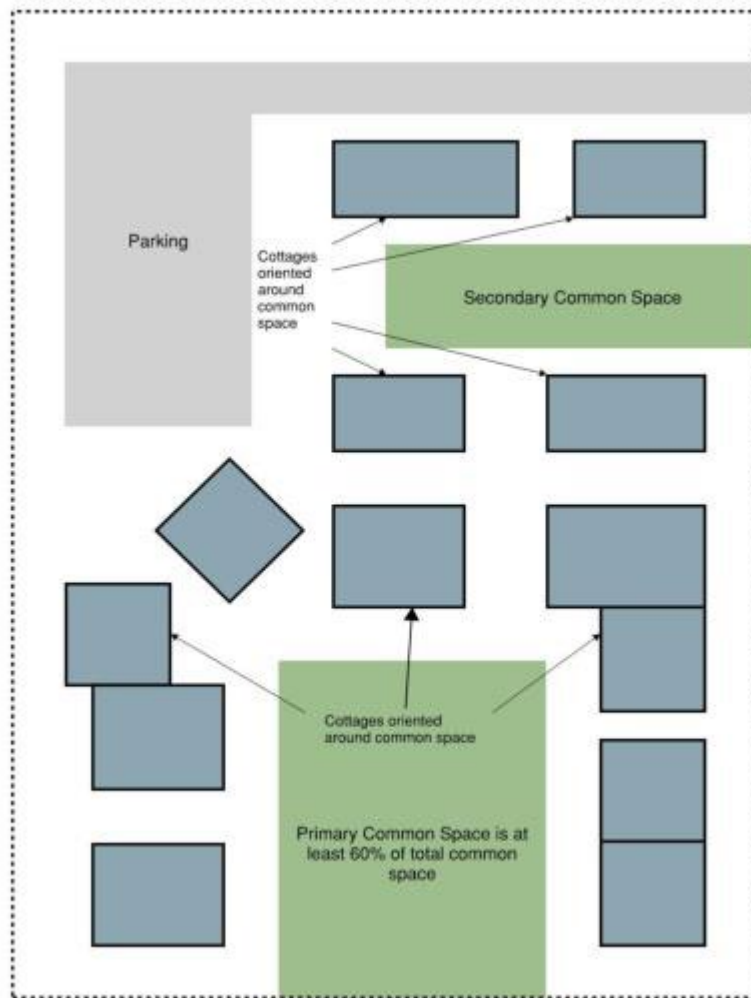
1. A minimum of 400 square feet per unit of common open space is required.
2. At least 50 percent of the cottage unit shall abut the common open space, all of the cottage units shall be within 60 feet walking distance of the common open space, and the common open space shall have cottages abutting at least two sides.

Shoreline, WA

H. Common Open Space.

1. A cottage development shall provide a minimum of 250 square feet of common open space per cottage.
2. Common open space shall serve as a focal point for the development, be landscaped, and provide usable open space for recreation and community activities for the development.
 - a. Common open spaces may be comprised of lawns, gardens, plazas, trees, or similar features.
 - b. Common open spaces may include seating areas.
 - c. Covered but unenclosed permanent structures such as gazebos may count as both common open space and as a required amenity.
 - d. Common open space shall be designed and located to protect existing stands of trees. See SMC [20.50.760](#), Tree preservation incentives.
 - i. The dripline of on-site significant trees greater than 24 inches DBH can count as common open space area on a per-square-foot basis.
 - e. Common open space areas shall be a maximum of 60 percent lawn area. For the purposes of this subsection lawn area is an open space covered with soil and planted with grass which is cut regularly.

- f. A minimum of 10 percent of the common open space area shall be dedicated as pollinator habitat.
 - i. If at least 20 percent of the required common open space is dedicated as pollinator habitat it may count as a required amenity.
- 3. Accessibility.
 - a. Common open space shall be located and made accessible to all residents of the cottage housing development.
 - b. Common open space shall be connected to other areas of the development through on-site pedestrian pathways.
- 4. Dimensional Requirements.
 - a. No space with any dimension less than 20 linear feet or an area of less than 500 square feet shall count towards common open space requirements, except that the drip line area of a significant tree greater than 24 inches DBH that is providing common open space is not subject to these standards.
 - b. Required perimeter landscaping shall not count towards common open space.
 - c. For developments with a minimum of eight cottages, common open space is permitted to be separated into smaller areas, subject to the following:
 - i. Total common open space and dimensional requirements of this subchapter are satisfied. A separate common area is permitted for every four cottages. There shall be a primary common open space that comprises a minimum of 60 percent of the total common open space area.



Port Townsend, WA

17.34.140 Common open space.

A. Objective. Open space that is commonly owned by all members of a cottage housing development is an important feature of any site design. It is intended that the open space be adequately sized and centrally located with individual cottage entrances oriented towards the open space.

1. Common Open Space. A minimum of 400 square feet per cottage unit of common open space is required. Parking areas, yard setbacks, spaces between buildings of 10 feet or less in width, private open space, and driveways do not qualify as common open space.
2. Proximity to Common Open Space.

- a. At least 50 percent of the cottage units shall abut a common open space, all of the cottage units shall be within 60 feet walking distance measured from the nearest entrance of the cottage along the shortest safe walking route to the nearest point of the common open space. The common open space shall have cottages abutting at least two sides.
- b. For the purposes of cottage housing, “common open space” shall be the central space that may be used by all occupants of the cottage complex. (Ord. 2864 § 3, 2004).

M. PRIVATE OPEN SPACE.

Winchester, VA

1. Objective. Each residential unit in a cottage housing development shall be provided an area of private open space. The private open space shall separate the main entrance to the cottage from the common open space to create a sense of privacy and shall be oriented to take advantage of solar orientation and other natural features to create a small but pleasant private yard area. The private open space may be separated from the common open space with a small hedge, picket fence, or other similar visual separation to create a sense of separate ownership.
 - a. Each cottage unit shall be provided with a minimum of 200 square feet of usable private open space separated from the common open space by a hedge or fence not to exceed 36 inches in height.
 - b. No dimension of the private open space shall be less than 8 feet.

Abingdon, VA

- (I) Private open space. Each residential unit in a cottage housing development shall be provided an area of private open space. The private open space shall separate the main entrance to the cottage from the common open space to create a sense of privacy to create a small but pleasant private yard area. The private open space may be separated from the common open space with a small hedge, picket fence, or other similar visual separation to create a sense of separate ownership.
 - (1) Each cottage unit shall be provided with a minimum of 200 square feet of usable private open space separated from the common open space by a hedge or fence not to exceed 36 inches in height.
 - (2) No dimension of the private open space shall be less than eight feet.

Shoreline, WA

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Private Open Space.

1. Each cottage shall be provided private open space. Private open space shall be directly contiguous to and accessed from each cottage.
2. Dimensional Requirements.
 - a. Each cottage shall be provided with no less than 300 square feet of private open space.
 - b. No open space with a dimension less than six linear feet shall count towards private open space requirements.
 - c. Required porch areas may be counted as private open space.
 - d. Required perimeter landscaping shall not be counted as private open space.
3. Porches.
 - a. Each cottage shall have a covered front porch which equals no less than 10 percent of the total gross floor area of the cottage.
 - b. All required porches shall be attached to the cottage, provide access to the cottage, and have a minimum lineal dimension of six feet.
 - c. Porches shall be oriented toward the common open space, or right-of-way.

Port Townsend, WA

17.34.150 Private open space.

A. Objective. Each residential unit in a cottage housing development shall be provided an area of private open space. The private open space shall separate the main entrance to the cottage from the common open space to create a sense of privacy and shall be oriented to take advantage of solar orientation and other natural features to create a small but pleasant private yard area. The private open space may be separated from the common open space with a small hedge, picket fence, or other similar visual separation to create a sense of separate ownership.

1. Each cottage unit shall be provided with a minimum of 200 square feet of usable private open space separated from the common open space by a hedge or fence not to exceed 36 inches in height.
2. No dimension of the private open space shall be less than eight feet. (Ord. 2864 § 3, 2004).

N. TREE CONSERVATION.

Winchester, VA

- 1. Objective. Cottage housing developments shall be designed to incorporate existing trees to the extent possible. New trees shall be located to create amenities in the common open space, private open space, provide shade where appropriate, to create separation between buildings when desired, and to screen and soften the perimeter of parking areas and street facing sides of cottage housing developments.
 - a. Preservation of existing trees, and/or new trees, shall be provided consistent with the standards for landscaping and tree preservation as identified within Sections 19-5-6 and 19-5-7 of this Ordinance. Native trees and other vegetation shall be preserved to the extent possible and the overall site design shall take advantage of the location of existing trees as well as natural openings or clearings on forested sites.

Falls Church, VA

(12) The cottage housing development shall comply with zoning ordinance sections 48-1147 and 48-1149 or provide similar assurance, approved by city council, that the site and all landscape will be maintained. The development shall also comply with section 48-1180 for tree canopy coverage.

Shoreline, WA

20.50.700 Purpose.

The purpose of this subchapter is to establish standards for cottage housing developments in R-4, R-6, R-8 and R-12 zones. All cottage housing developments shall meet the design standards contained in this subchapter. Standards that are not addressed in this subchapter will be supplemented by the standards in SMC [20.40.300](#) and the remainder of this chapter. In the event of a conflict, the standards of this subchapter shall prevail. The purposes of this subchapter are as follows:

D. To encourage site design which maximizes the preservation of existing large trees in order to provide habitat for wildlife, protect biodiversity, and enhance the environmental quality of the development.

Port Townsend, WA

17.34.160 Tree conservation.

A. Objective. Cottage housing developments shall be designed to incorporate existing trees to the extent possible. New trees shall be located to create amenities in the common open space, private open space, provide shade where appropriate, to create separation between buildings when desired, and to screen and soften the perimeter of parking areas and street facing sides of cottage housing developments.

- 1. Preservation of existing trees, and/or new trees, shall be provided consistent with Chapter [19.06](#) PTMC, Article III, Standards for Tree Conservation. Native trees and

other vegetation shall be preserved to the extent possible and the overall site design shall take advantage of the location of existing trees as well as natural openings or clearings on forested sites. (Ord. 2864 § 3, 2004).

O. STORMWATER LOW IMPACT DEVELOPMENT TECHNIQUES.

Winchester, VA

1. Objective. Cottage housing developments shall be designed to take advantage of open space and landscaped features to utilize stormwater low impact development techniques including natural filtration and on-site infiltration of stormwater.
 - a. Low impact development techniques for stormwater management shall be used wherever possible. Such techniques may include the use of pervious pavers in parking areas and for walkways, directing roof drains and parking lot runoff to landscape beds, green or living roofs, and the use of rain barrels.
 - b. Cottages should be located so as to maximize natural stormwater functions. Cottages shall be clustered and parking areas shall be located to preserve as much contiguous, permanently undeveloped open space and native vegetation as possible.

P. OFF-STREET PARKING.

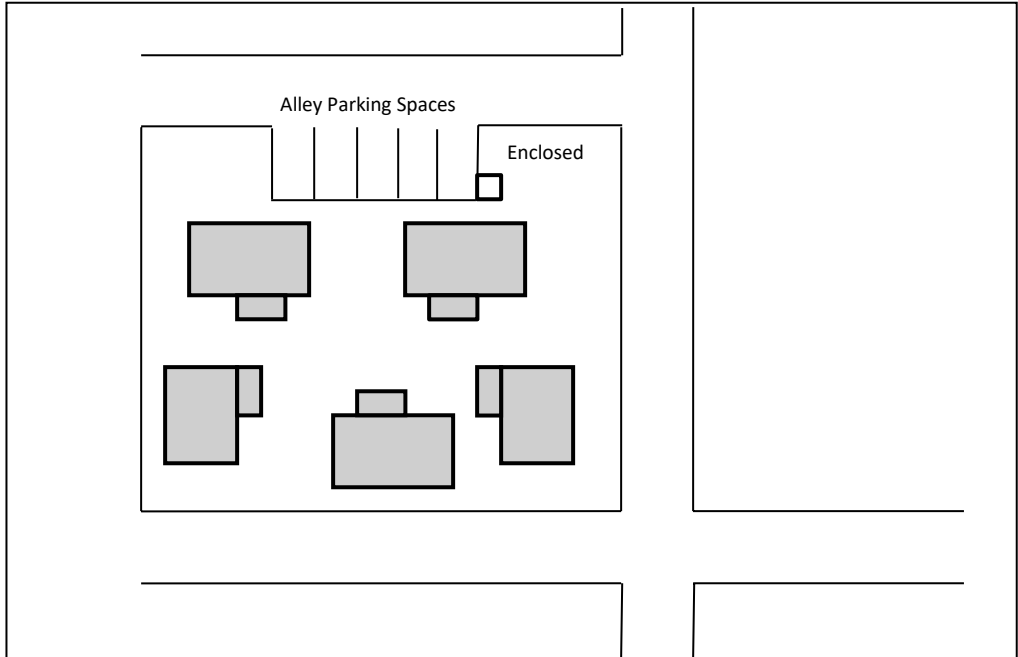
Winchester, VA

1. Objective. Off-street parking space requirements for cottage housing developments shall be consistent with Section 18-6-5 of this Ordinance. Off-street parking shall be located and designed to be less visible from frontage streets than the cottages themselves. Off-street parking shall be designed to maintain a pedestrian character for the overall cottage housing development. Clustering parking to the side or rear of a cottage project will most often best accomplish these goals. However, on a site-specific basis, design solutions other than clustering may be found to meet this objective through the alternative design process. Parking areas shall be attractively landscaped to screen parking from adjacent properties and public rights-of-way and shall meet applicable parking lot landscape standards, as provided for within this article and Article 19 of this Ordinance.
 - a. Off-Street Parking Location. Parking shall be located on the cottage housing development property. Off-street parking lots shall be located to the side or rear of the cottage housing development (see illustrations below). Parking lots shall not be located between the cottage housing development and the primary street frontage.
 - i. Off-Street Parking Screening. Off-street parking may be located in or under a non-cottage parking structure (such as a single or multi-auto carport or garage), but such structures shall not be attached to individual cottages. Uncovered parking is also permitted; provided, that off-street parking shall be screened from direct

street view from one or more street facades by garage doors, or by a fence and landscaping.

ii. Preferred locations for parking, in descending order of preference, are as follows:

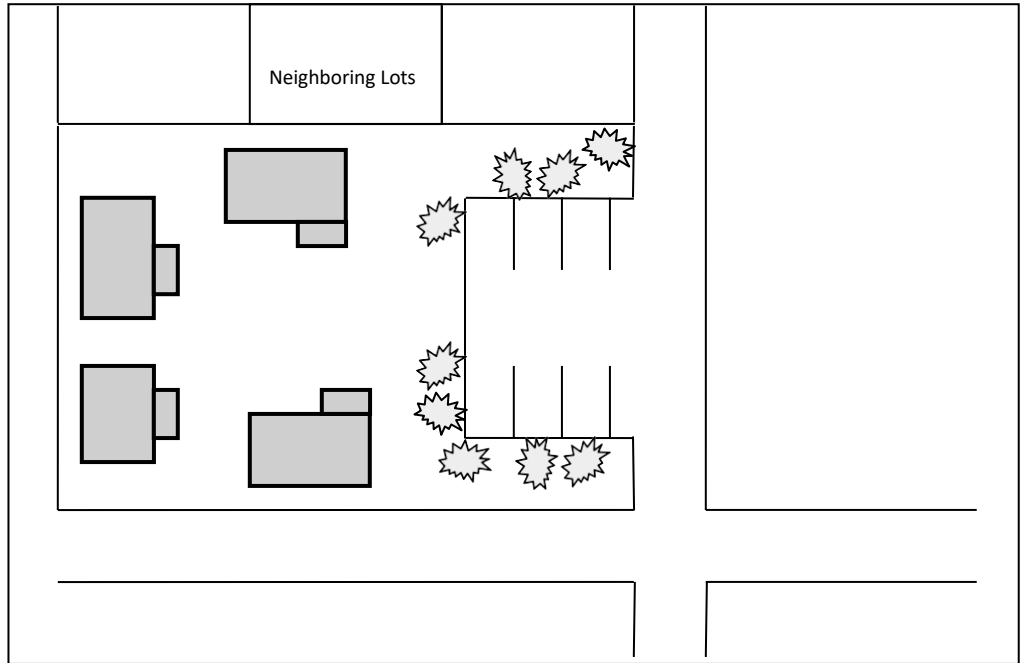
1) To the rear of cottage housing units accessed by an alley.



2) To the side of cottage housing units accessed by a private driveway.



- 3) Parking on the side (non-primary street) screened from the side street by either garage doors, landscaping, and/or fencing.



- iii. Parking Lot Landscaping. Parking lot landscaping shall comply with the requirements of Section 19-5-6 of this Ordinance.

Q. FIRE-LANE ACCESS AND TURNAROUND PROVISIONS.

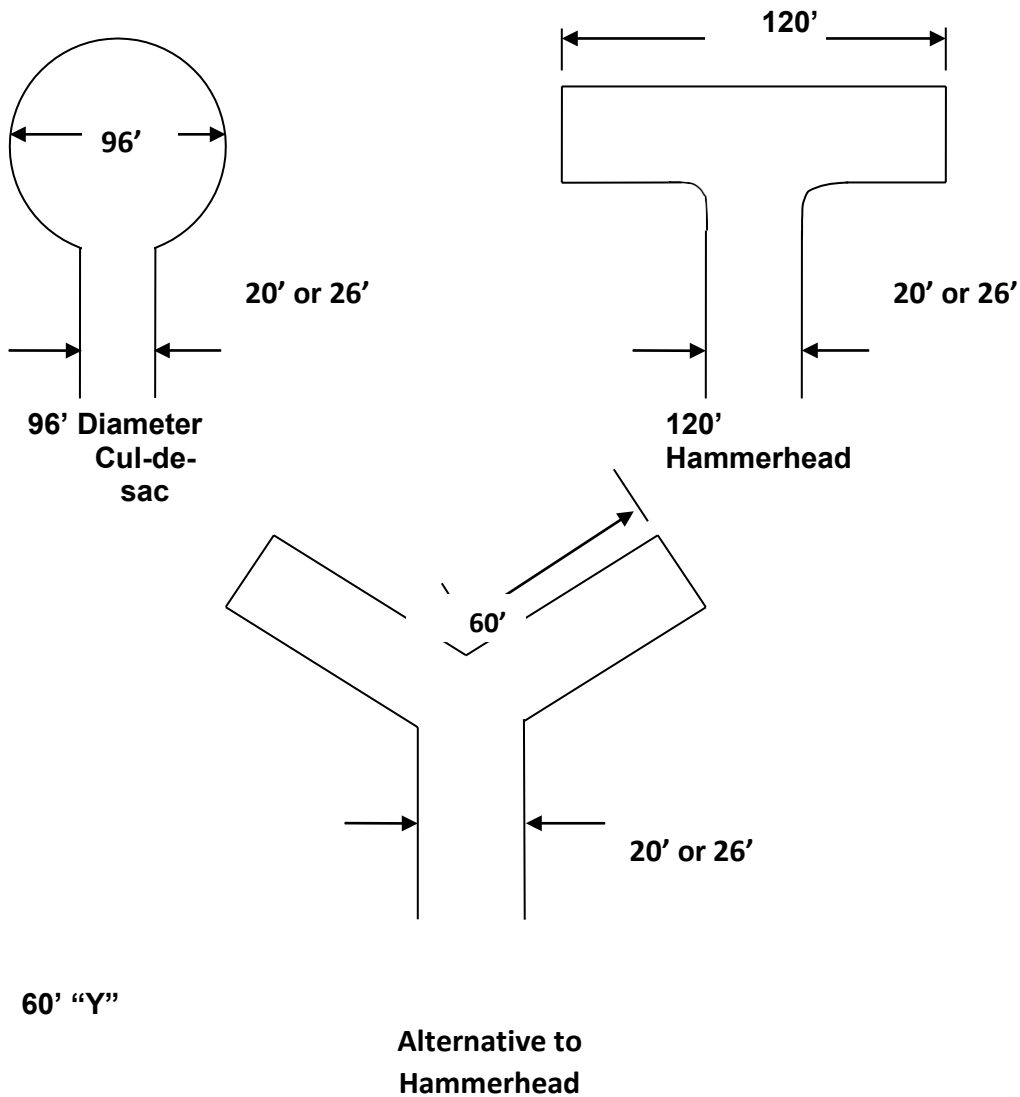
Winchester, VA

- 1. Objective. Cottage housing developments shall be designed so as to allow for the safe and unobstructed access to individual dwellings by emergency responders (i.e., fire, rescue, police), for the purposes of protecting life, property and overall public safety.
 - a. Fire apparatus access roads shall be in accordance with Chapter 10, Fire Prevention, of the Winchester City Code, and the Virginia Statewide Fire Prevention Code, as amended.
 - b. Dead-end fire apparatus access roads in excess of 150 feet shall be provided with width and turnaround provisions in accordance with the Table and Diagrams below:

Table 13.1-18.

Length (feet)	Width (feet)	Turnarounds Required
0-150	20	None required
151-500	20	120-foot Hammerhead, 60 foot "Y" or 96-foot-diameter cul-de-sac in accordance with the diagrams below.
501-750	26	120-foot Hammerhead, 60 foot "Y" or 96-foot-diameter cul-de-sac in accordance with the diagrams below.
Over 750	Special approval required	

Diagrams 13.1-18.



R. EXTERIOR LIGHTING AND HEATING/COOLING EQUIPMENT NOISE.

Winchester, VA

1. Objective. Cottage housing developments should be designed to minimize light and noise impacts both within the development and to adjacent properties.
 - a. Where provided, exterior lighting shall be mounted as low as possible, pointed downward, and the light source shall be shielded from direct observation from above, adjacent properties, and public rights-of-way. Lighting “spillover” to adjacent properties shall be avoided.
 - b. Heating and cooling equipment for cottage housing developments shall be designed and appropriately screened to cause little or no visual and/or noise impacts within the development and to adjacent properties.

S. REQUIRED SEPARATION OF COTTAGE HOUSING DEVELOPMENTS.

Winchester, VA

1. Objective. Cottage housing developments in single-family zoning districts shall be separated from each other by a minimum distance to promote housing-type diversity, to reduce potential cumulative impacts of cottage housing development, and to help protect neighborhood character.
 - a. Each cottage housing development shall be separated from any other cottage housing development by a distance of at least 1,000 feet or one block, whichever is greater.

T. OWNERSHIP AND RESIDENTIAL USE OF COTTAGES.

Winchester, VA

1. All cottage housing developments shall be developed as residential condominiums, pursuant to the provisions found in Chapter 4.2, Title 55, of the Code of Virginia (1950), et seq., known commonly as the “Condominium Act.” Appropriate documentation of formal legal ownership of the development shall be recorded with the Commonwealth of Virginia, the Winchester Circuit Court Clerk, and the Tax Assessor’s Office with the City of Winchester.
 - a. Cottages are for residential use only and may not be operated as transient accommodations.

U. ALTERNATIVE SITE DESIGN.

Winchester, VA

It is possible that an alternative design may fulfill the intent of this article, while not complying with the provisions herein. Requests for alternative designs shall be processed as a Conditional Use Permit, pursuant to Section 18-2 of this Ordinance and Article 19, Site Plan Requirements. (Editor’s note: Article 13.1 established 8/9/11, Case TA-11-125, Ord. No. 2011-36)