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ARTICLE 8 OVERLAY DISTRICTS

SECTION 8.0 PURPOSE AND APPLICABILITY

Overlay districts apply special rules to manage land use in specific areas that overlap different ZONING DISTRICTS. These overlay districts are designed to deal with special characteristics of each area. The rules for overlay districts apply in addition to the regulations contained in other articles of this Ordinance. Where there is a conflict between the regulations of an overlay district and those of the underlying district, the overlay district regulations control.

SECTION 8.1 NEIGHBORHOOD COMMERCIAL DESIGN OVERLAY DISTRICT

SECTION 8.1.10 PURPOSE

The Neighborhood Commercial Design Overlay District is intended to preserve and enhance neighborhood character in those commercial and mixed-use areas of the City that exhibit traditional urban character and architecture.

SECTION 8.1.20 LOCATION AND SPECIFIC DESIGN DISTRICTS

Neighborhood Commercial Design Overlay Districts are indicated on the official Springfield ZONING MAP. This Section contains general design standards that apply to all locations where a Neighborhood Commercial Design Overlay district has been mapped. In addition to the general standards contained herein, the City Council may designate specific design districts in which more detailed voluntary design guidelines and/or mandatory design standards apply.

SECTION 8.1.30 USE REGULATIONS

8.1.31 In addition to applicable requirements of the underlying ZONING DISTRICT, the following USES require a Special Permit from the Planning Board (Tier 3:

- A. Any USE involving the new construction, demolition, or exterior rehabilitation of a STRUCTURE or any combination of these activities totaling more than one thousand (1,000) square feet of FLOOR AREA.
- B. Conversion of residential STRUCTURES to commercial USES shall require a Tier 3 Special Permit Review, unless such commercial activity qualifies as a HOME BASED BUSINESSES.

1 C. MOTOR VEHICLE SALES, MOTOR VEHICLE RENTALS, MOTOR VEHICLE
2 SERVICES , AND PARKING STRUCTURES, if allowed by right in the
3 underlying ZONING DISTRICT shall require a Tier 3 Special Permit Review.

4 **8.1.32** The following USES and activities, not covered in Section 8.1.31, shall require a
5 Tier 1 Administrative Site Plan Review pursuant to Section 12.2:

6 A. SIGNS as defined in Article 9, and Section 8.1.50.

7 B. Changes, excluding maintenance and repair, to an exterior fronting a
8 public or private right-of-way, including but not limited to changes in roof
9 design, windows and canopy.

10 **SECTION 8.1.40 OVERLAY DISTRICT REGULATIONS**

11 All proposed uses or activities in a Neighborhood Commercial Design Overlay District are
12 subject to the LOT AREA, BUILDING HEIGHT, PARKING and SIGN Regulations of the underlying
13 zone, except as noted below.

14 **8.1.41 Dimensional Requirements**

15 A. At least sixty (60) percent of the FRONTAGE of a LOT, measured in
16 percentage of linear feet of the LOT FRONTAGE, shall be occupied by
17 BUILDINGS that are set back no more than ten (10) feet from the FRONT
18 LOT LINE and that are at least twenty (20) feet in depth. This requirement
19 may be waived for additions to existing BUILDINGS where the addition
20 does not exceed the setback of the existing BUILDING or where the
21 addition is not visible from any STREET. A deeper setback may be allowed
22 for a forecourt when a garden and/or paved terrace is provided

23 B. At least thirty (30) percent of all front façades of BUILDINGS shall consist
24 of clear glass windows. Such windows shall be vertically proportioned
25 and symmetrically placed, except that in commercial BUILDINGS this shall
26 not apply to the ground floor.

27 **8.1.42 Parking**

28 A. All OFF-STREET PARKING areas shall be located behind or to the side of the
29 PRINCIPAL STRUCTURE on the LOT. No parking area shall be located
30 closer to the FRONT LOT LINE than the front BUILDING LINE of the
31 PRINCIPAL STRUCTURE.

1 B. The required setback from SIDE and REAR LOT LINES specified for OFF-
2 STREET PARKING areas shall consist entirely of landscaped area, except for
3 required access drives.

4 C. In establishing parking requirements for uses in the Neighborhood
5 commercial Design Overlay District, consideration shall be given to the
6 City's goal of making this overlay a "park-once" district where on-street
7 and municipal off-street spaces are used to enable customers to use one
8 space for multiple destinations. In order to encourage contributions to an
9 in-lieu parking fund, as provided in Section 7.1.43, The City Council may
10 establish lower in-lieu parking fees within the Overlay District than
11 outside of it.

12 **8.1.43 Hard-Surface Sidewalk Extension**

13 A. The area between a BUILDING and the FRONT LOT LINE must be hard-
14 surfaced for use by pedestrians as an extension of the sidewalk as shown
15 in Figure 8-1, except that this area may contain tree wells, planting strips
16 and gardens.

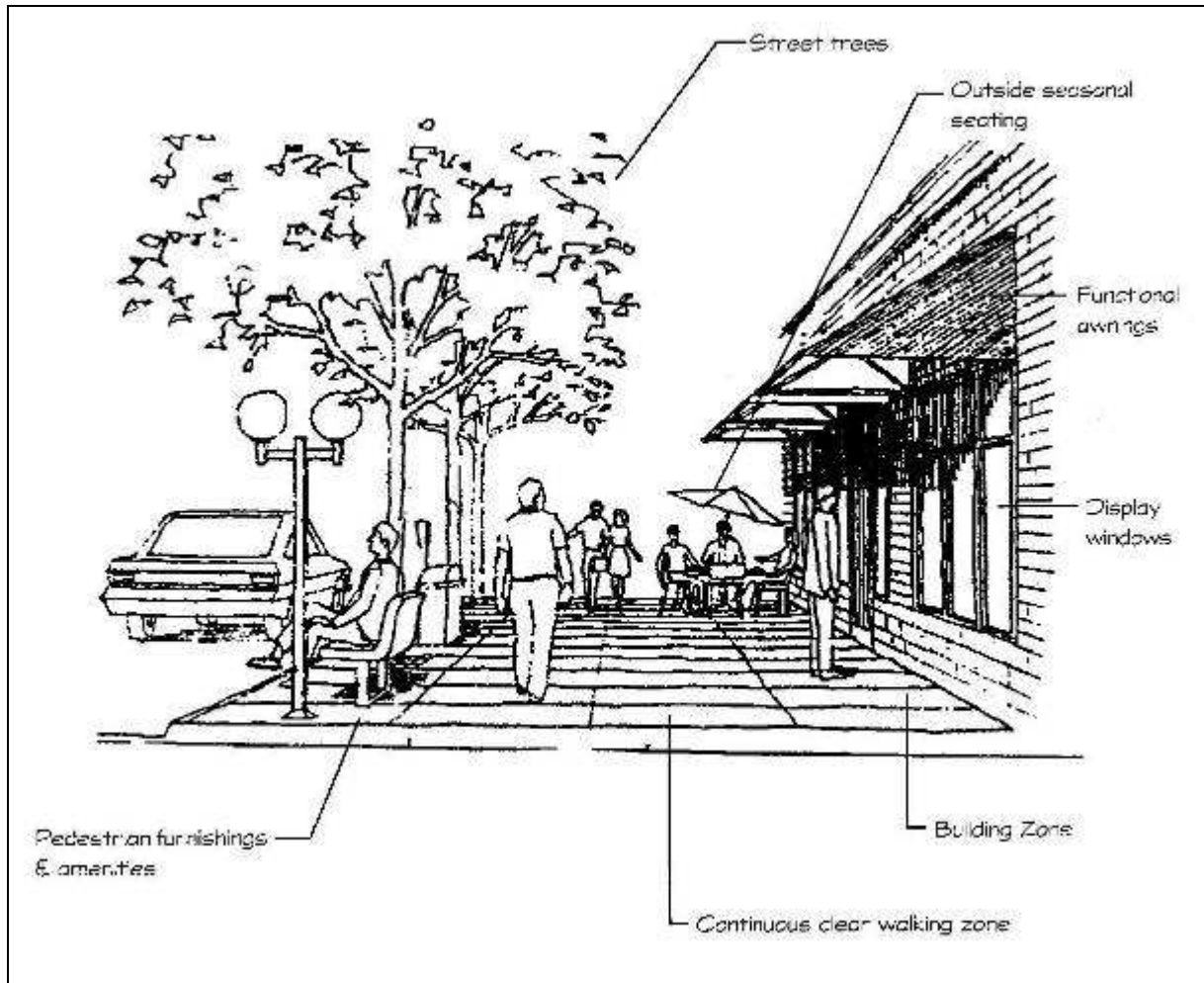
17 B. The BUILDING walls shall be set back no more than ten (10) feet from the
18 FRONT LOT LINE, except that a deeper setback may be allowed for a
19 forecourt when a garden and/or paved terrace is provided.

20 C. For each one hundred (100) square feet of hard-surface area between the
21 BUILDING and the FRONT LOT LINE at least one of the following amenities
22 must be provided. Figure 8.1 shows examples of these amenities.
23 Structures built within two (2) feet of the FRONT LOT LINE are exempt
24 from the requirements of this subparagraph:

- 25 1. A bench or other seating;
- 26 2. A tree;
- 27 3. A landscape planter
- 28 4. A bicycle parking facility.

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Figure 8-1 Illustration of Pedestrian Amenities



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4 **8.1.44 Reinforcement of the Corner**

5 On sites located at public STREET right-of-way intersections (corners) within a Neighborhood
6 Commercial Design Overlay District:

- 7 A. The primary STRUCTURES shall be within ten (10) feet of both FRONT LOT
8 LINES within the first thirty (30) feet from the corner.
- 9 B. At least one of the STREET-facing walls shall be at least forty (40) feet
10 long;
- 11 C. The highest point of the BUILDING's STREET-facing elevation shall be
12 within twenty-five (25) feet of the corner;

- 1 D. A main entrance into the BUILDING shall be on a STREET facing wall and
- 2 either at the corner, or within twenty-five (25) feet of the corner; and
- 3 E. No OFF-STREET PARKING is permitted within forty (40) feet of the corner.

4 **8.1.45 Main Entrance**

- 5 A. The main entrance of the PRINCIPAL BUILDING shall face the FRONT LOT
- 6 LINE. Where there is more than one (1) FRONT LOT LINE, the entrance may
- 7 face either the FRONT LOT LINE or diagonally towards the corner.
- 8 B. For residential BUILDINGS that have more than one (1) main entrance only
- 9 one entrance must face the FRONT LOT LINE.
- 10 C. Residential Building entrances that face a shared landscaped courtyard,
- 11 landscaped to at least the LANDSCAPING standards in Article 7, are exempt
- 12 from this requirement.

13 **8.1.46 Ground Floor Treatment**

- 14 A. Where the underlying district is not a residential district, the ground floor
- 15 facing the STREET for new STRUCTURES shall be designed for non-
- 16 residential use by following the requirements for windows and entrance
- 17 doors in this Section 8.1. This requirement shall not prohibit residential
- 18 use of such ground floor spaces, but it is intended to make them attractive
- 19 and marketable for non-residential uses as market conditions permit.
- 20 B. The ground level of the primary STRUCTURE must be visually distinct
- 21 from upper stories. This separation may be provided by:
 - 22 1. A cornice above the ground level;
 - 23 2. An arcade;
 - 24 3. Changes in material or texture; or
 - 25 4. A row of clerestory windows on the BUILDING'S STREET facing
 - 26 elevation.

- 1 C. Windows on STREET FRONTAGES shall comply with the following:
- 2 1. Where the underlying district is non-residential, new STRUCTURES
- 3 will maintain a minimum ratio of two-thirds (2/3) glass to (1/3)
- 4 solid material on the ground floor.
- 5 2. No reflective sheeting or other window blocking techniques will be
- 6 permitted other than cloth drapery and window shades.

7 **8.1.47 Awnings and Canopies**

- 8 A. If there are no existing awnings on the BUILDING façade that have been
- 9 approved by the City, the proposed new awnings shall meet the following
- 10 standards:
- 11 1. Awnings must project at least three (3) feet from the BUILDING
- 12 wall façade;
- 13 2. Awning covers must be made of durable material that look like
- 14 natural fabric and have a no-gloss sheen;
- 15 3. Awnings may be flat or angled.
- 16 4. The reviewing authority may allow variation from this standard
- 17 based on the Site Plan or Special Permit Review.

18 **8.1.48 Roof-Mounted Equipment**

19 All roof-mounted equipment, including satellite dishes and other communication equipment,

20 excluding solar panels; shall be screened in one of the following ways:

- 21 A. A parapet as tall as the tallest part of the equipment;
- 22 B. A screen around the equipment that is as tall as the tallest part of the
- 23 equipment; or
- 24 C. A set back from the STREET-facing perimeters of the BUILDING three (3)
- 25 feet for each foot of height of the equipment.

26 **8.1.49 Roofs**

27 BUILDINGS must have either:

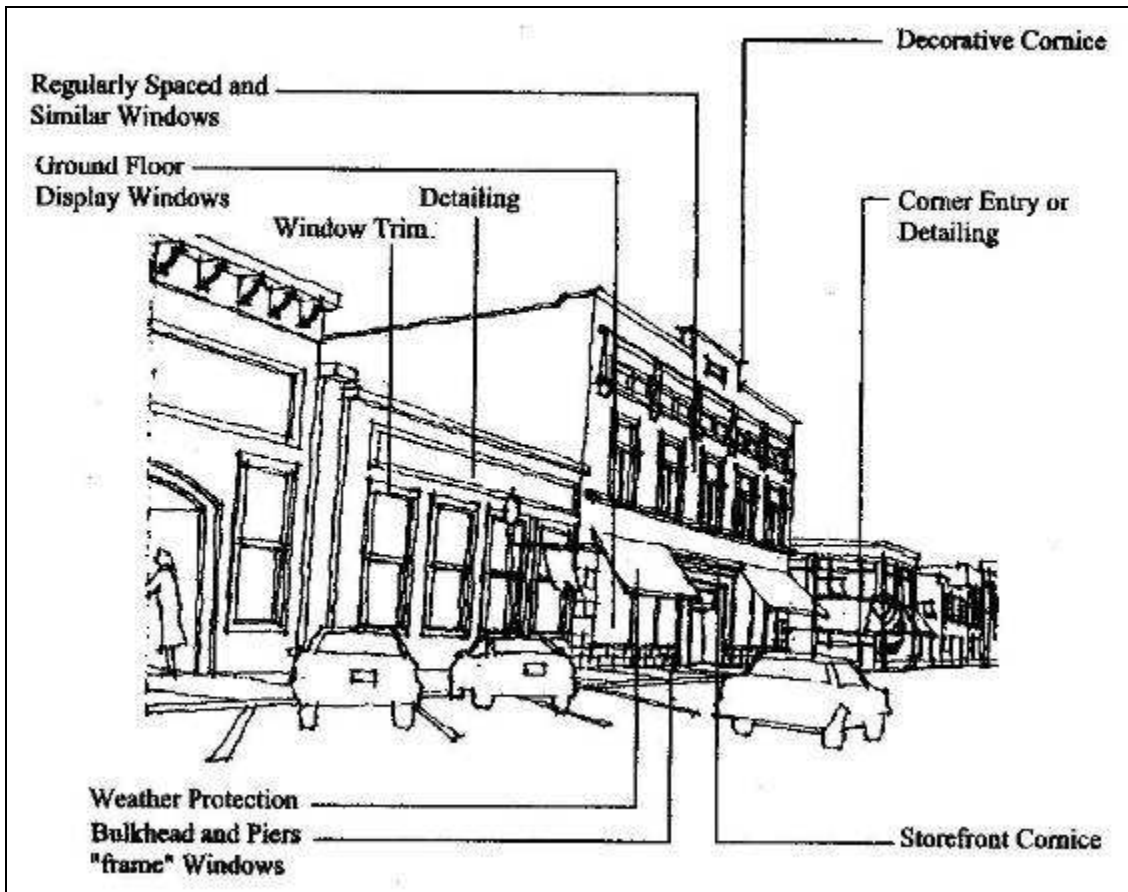
- 28 A. A sloped roof with a pitch no flatter than 6/12; or

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- B. A roof with a pitch of less than 6/12 and a cornice that meets the following requirements:
 - 1. There must be two parts to the cornice. The top part of the cornice must project at least six (6) inches from the face of the BUILDING and be at least two (2) inches further from the face of the BUILDING than the bottom part of the cornice. See Figure 8-2; and
 - 2. The height of the cornice is based on the height of the BUILDING as follows:
 - a). Buildings ten (10) feet or less in height must have a cornice at least twelve (12) inches high.
 - b). Buildings greater than ten (10) feet and less than 30 feet in height must have a cornice at least eighteen (18) inches high.
 - c). Buildings thirty (30) feet or greater in height must have a cornice at least twenty four (24) inches high.

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Figure 8-2 Sample Design Standards



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3 **8.1.50 SIGN REGULATIONS IN NEIGHBORHOOD COMMERCIAL OVERLAY**

4 **8.1.51** POLE SIGNS shall not exceed a height of ten (10) feet and shall not exceed twenty
 5 (20) square feet per FACE AREA or forty (40) square feet in total DISPLAY AREA for
 6 a SIGN with two (2) faces. MONUMENT SIGNS mounted on a ground base shall not
 7 exceed seven (7) feet in height and shall not exceed thirty (30) square feet per
 8 FACE AREA including the ground base area and shall not exceed sixty (60) square
 9 feet in total DISPLAY AREA for a SIGN with two (2) FACES.

10 **8.1.52** WALL SIGNS may not exceed two (2) square feet per lineal foot of primary
 11 BUILDING FRONTAGE associated with the use and in no case shall the SIGN exceed
 12 one hundred (100) square feet. In the case of accessory WALL SIGNS on BUILDING
 13 FRONTAGE on a side STREET or parking area, the SIGN shall not exceed of the size
 14 of the SIGN facing the primary BUILDING FRONTAGE.

15 **8.1.53** No SIGN shall be internally lit, except for those WINDOW SIGNS complying with
 16 Section 9.4.11.

1 **SECTION 8.2 WEST COLUMBUS URBAN RENEWAL DISTRICT OVERLAY**

2 **SECTION 8.2.10 ESTABLISHMENT AND PURPOSE**

3 The West Columbus Urban Renewal District is established as an overlay district encompassing
4 portions of the Riverfront District. This District is intended to accommodate the DEVELOPMENT
5 of riverfront land located within the West Columbus Urban Renewal Area Amendment Number
6 3, for retail, commercial, cultural and entertainment activities. These activities are to be
7 conducted in a manner respectful of and in keeping with the natural and aesthetic qualities of the
8 Connecticut River for the overall welfare of the general public, consistent with the protection of
9 lands owned by the public as a natural resource for OPEN SPACE and park oriented activities.

10 **SECTION 8.2.20 LANDSCAPING**

11 **8.2.21** The amount of land devoted to LANDSCAPING within the West Columbus Avenue
12 Urban Renewal District shall be no less than twenty (20) percent. This percentage
13 includes all landscaped areas except for those located within an interior parking
14 area. For LANDSCAPING requirements within the interior parking area, see Section
15 7.1.

16 **8.2.22** Landscaped areas shall be enhanced with trees, hedge rows, grass and other
17 suitable plantings. All trees required in this section shall meet the following
18 standards:

- 19 A. Number: One (1) tree per 5,000 square feet of landscaped area;
- 20 B. Type: As approved by the City Forrester;
- 21 C. Minimum Caliper at planning: Three (3) inches.

22 **8.2.23** All grassed areas shall be sod and equipped with an irrigation system. The
23 Springfield Redevelopment Authority may waive the sod requirement in favor of
24 seeding in areas of minimal public view or use.

25 **SECTION 8.2.30 GENERAL SITE PLANNING STANDARDS**

26 **8.2.31** OFF-STREET LOADING and/or unloading space is subject to the requirements found
27 in Section 7.2 of this Ordinance, OFF-STREET LOADING and unloading areas shall
28 be suitably landscaped and screened.

29 **8.2.32** No less than ten (10) percent of the aggregate surface area of walls facing a public
30 way, facing a SIDE LOT LINE or facing the Connecticut River must be devoted to

1 windows, public balconies and/or entrances with the public provided with access
2 thereto wherever practicable.

3 **8.2.33** All exterior BUILDING materials, including roof materials, colors, wall treatments,
4 windows, doors and entrances shall be appropriate for the West Columbus
5 Avenue Urban Renewal District.

6 **SECTION 8.2.40 OFF-STREET PARKING**

7 This section is intended to allow for the temporary parking of MOTOR VEHICLES and for the
8 adequate ingress to and egress from the West Columbus Avenue Urban Renewal District by
9 MOTOR VEHICLES, bicycles and pedestrians in an environmentally-sensitive and attractive area.
10 There is no minimum OFF-STREET PARKING requirement in the West Columbus Avenue Urban
11 Renewal District.

12 **SECTION 8.2.50 OFF-STREET PARKING DESIGN STANDARDS**

13 **8.2.51. Off-street Parking Landscaping**

14 A. Interior parking areas. A minimum of five (5) percent of the area of
15 interior parking areas, including pedestrian walkways, shall be suitably
16 landscaped and curbed. One (1) tree shall be planted for every fifteen (15)
17 OFF-STREET PARKING spaces. The specifications found in Section 8.2.22
18 shall apply to all tree plantings.

19 B. Landscaped islands. The beginning and end of not less than 80% of all
20 parking aisles shall be landscaped and curbed. Tree plantings in a
21 landscaped island shall count toward the tree planting requirement of
22 Section 8.2.22. The specifications found in Section 8.2.22 shall apply to
23 all tree plantings.

24 C. Pedestrian walkways. All pedestrian walkways longer than two hundred
25 (200) linear feet shall be elevated from all abutting parking areas. A
26 BUFFER PLANTING STRIP shall be provided along one side of each
27 walkway. BUFFER PLANTING STRIPS shall not be continuous in order to
28 allow for pedestrian access to parking areas.

29 1. Each BUFFER PLANTING STRIP shall be no less than four (4) feet in
30 width and shall be enhanced with shade trees planted no less than
31 thirty (30) feet on center.

1 2. Tree planting in BUFFER PLANTING STRIP shall count toward the
2 tree planting requirement of Section 8.2.22. The specifications
3 found in Section 8.2.22 shall apply to all tree plantings. Pedestrian
4 walkways shall be open air and accessible for pedestrians and the
5 handicapped.

6 **8.2.52. Pavement Markings**

7 All parking spaces shall be consistently marked. All parking areas and access driveways shall be
8 marked in white color. All crosswalks and similar areas designed for pedestrian activity in an
9 OFF-STREET PARKING lot or access driveway shall be marked, at a minimum, by a block ladder
10 style in white color.

11 **8.2.530. Sign Markings**

12 All parking lot and driveway SIGNS, both instructional and identification, shall be customized to
13 the West Columbus Avenue Urban Renewal District.

14 **8.2.540. Lighting**

15 All interior parking areas shall be provided with adequate lighting, but with minimal glare or
16 reflection on abutting properties. Pole mounted lighting fixtures shall not exceed a height of
17 thirty (30) feet. All interior parking lighting areas shall be illuminated to 0.40 foot candles
18 (minimum average on pavement).

19 **8.2.55. Curbing**

20 All parking areas and driveways shall be appropriately curbed with four (4) inch, Type VB or
21 “Cape Cod” style granite curbing unless otherwise approved by the Director of Public Works.

22 **SECTION 8.2.60 SIGN REGULATIONS IN WEST COLUMBUS URBAN RENEWAL DISTRICT**

23 **8.2.61** All SIGN elements shall be blended in a coordinated scheme that is both
24 aesthetically sound and reflective of the comprehensive DEVELOPMENT of the
25 West Columbus Avenue Urban Renewal District.

26 A. Accessory WALL SIGNS. One (1) accessory WALL SIGN is a allowed for
27 the PRINCIPAL USE of any STRUCTURE on each side of the STRUCTURE
28 facing a public way or used as a designated BUILDING entrance. All
29 accessory WALL SIGNS shall meet the following standards:

30 1. Accessory WALL SIGNS shall not exceed two (2) square feet per
31 lineal foot of BUILDING footprint.

- 1 2. Accessory WALL SIGNS may be illuminated.
- 2 3. Accessory WALL SIGNS shall not be perpendicular to the
- 3 STRUCTURE or the BUILDING.

- 4 B. A multiple BUILDING parcel may have an accessory GROUND SIGN for
- 5 every four hundred and ninety-five (495) linear feet of FRONTAGE along
- 6 West Columbus Avenue from the south side of West Union Street to the
- 7 north side of West Broad Street. The distance between the accessory
- 8 GROUND SIGNS permitted hereunder shall be incorporated in the master
- 9 SIGN plan. An accessory GROUND SIGN shall meet the following standards:

- 10 1. Size. Accessory GROUND SIGNS shall not exceed one hundred fifty
- 11 (150) square feet per face area.

- 12 2. Height. Accessory GROUND SIGNS shall not exceed a height of
- 13 forty (40) feet.

- 14 3. Illumination. Accessory GROUND SIGNS may be illuminated.

- 15 C. Permanent or temporary accessory ROOF SIGNS, NON-ACCESSORY SIGNS,
- 16 blinking and flashing light SIGNS and all other SIGNS not specifically
- 17 prohibited shall be permitted with the approval of the Springfield
- 18 Redevelopment Authority.

- 19 D. TEMPORARY SIGNS, banners and exterior promotional materials are
- 20 permitted, subject to the applicable provisions of this Ordinance with
- 21 respect to TEMPORARY SIGNS.

22 **SECTION 8.2.70 SITE PLAN REVIEW PROCESS**

23 All new construction and exterior rehabilitation proposed to be carried out within the West
24 Columbus Avenue Urban Renewal District shall be subject to the Site Plan Review process set
25 forth in Section 4.3 of the West Columbus Avenue Urban Renewal Plan, as amended. Copies of
26 the Urban Renewal Plan are available in the offices of the Law Department.

27 **SECTION 8.3 FLOODPLAIN DISTRICT**

28 **SECTION 8.3.10 FLOOD PLAIN DISTRICT**

29 The Flood Plain District is an overlay district and includes all special flood hazard areas shown
30 on the Flood Insurance Rate Maps (F.I.R.M.) effective June 17, 1991, which is part of this

1 Ordinance and which is on file in the offices of the City Clerk, Planning Board, and Building
2 Department. These maps are incorporated herein by reference.

3 **SECTION 8.3.20 DEVELOPMENT REGULATIONS**

4 The following requirements apply in the Flood Plain District:

5 **8.3.21** Any construction, DEVELOPMENT, or grading of any nature or description within
6 the Flood Plain District shall not be commenced until an application for a Special
7 Permit has been approved by the Board of Appeals.

8 **8.3.22** Application to the Board of Appeals for a Special Permit shall be accompanied by
9 a plan which shall show the following:

- 10 A. Boundaries and dimensions of the area involved.
- 11 B. The location, dimensions and mean sea level of the lowest habitable floor,
12 including basement of existing and proposed BUILDINGS and STRUCTURE
13 thereon, and the elevation to which the STRUCTURE has been flood-
14 proofed.
- 15 C. All plans shall show two (2) foot contour intervals and contours shall be
16 delineated within two hundred (200) feet of the proposed construction.
- 17 D. When neighboring communities are affected by altered or relocated
18 watercourses, said communities and the Massachusetts Division of Water
19 Resources shall be notified prior to the commencement of such activity.
20 Submit copies of said notification to Federal Insurance Agency (F.I.A.)
- 21 E. All permits required by Federal or State Law, including Section 404 of the
22 Federal Water Pollution Control Act, Amendments of 1972, 33 U.S.C.
23 1334, have been or are in the process of being obtained.
- 24 F. Any other information as is deemed necessary by the SPECIAL PERMIT
25 GRANTING AUTHORITY to indicate the complete physical characteristics of
26 the area and the proposed construction and/or grading thereof.

27 **8.3.23** Plans shall be prepared by a Professional Engineer or Land Surveyor registered in
28 the Commonwealth of Massachusetts and shall show and make adequate
29 provisions for the following:

- 30 A. The protection, preservation and maintenance of the water table and water
31 recharge areas.

- 1 B. The preservation and maintenance of the natural stream channel plus
2 sufficient width of overbank areas for the passage of 100-year flood flows
3 so as not to increase the 100-year flood water surface elevation more than
4 one (1) foot at any point within the community.
- 5 C. The retention of existing floodwater storage capacity.
- 6 D. Prevention of flotation, collapse and movement of STRUCTURES.
- 7 E. Prevention of flood damage to public utilities including sewer, water, gas,
8 and electric.
- 9 F. Within Zones A1-30, all new construction and alterations or additions (the
10 cost of which alterations or additions equals or exceeds fifty (50) percent
11 of the present market value of the existing STRUCTURE) of residential and
12 nonresidential STRUCTURES shall have the lowest floor including basement
13 elevated to or above the base flood elevation (the 100-year flood elevation
14 designated on the FIRM) or in the case of nonresidential STRUCTURES the
15 lowest floor, including basement, be dry flood proofed to or above 100-
16 year flood level, and with attendant utility and sanitary facilities be
17 designed so that below the 100-year flood level, the STRUCTURE is water
18 tight.
- 19 G. Within Zone A, in the absence of F.I.A. base flood elevation data, the
20 applicant shall obtain and submit other available data from a Federal, State
21 or other source as criteria for requiring that any new construction
22 alteration or addition of residential STRUCTURES, shall have the lowest
23 floor including basement, elevated to or above the 100-year flood level
24 and any new construction, alteration or addition of nonresidential
25 STRUCTURE shall have the lowest floor, including basement, elevated or
26 flood proofed to or above the 100-year flood level.
- 27 H. Where watertight flood proofing of a STRUCTURE is permitted, a
28 professional engineer or architect registered in the Commonwealth of
29 Massachusetts shall certify that the methods used are adequate to
30 withstand the flood depths, pressures and velocities, impact and uplift
31 force and other factors associated with the 100-year flood.
- 32 I. Located within the Flood Plain District are areas designated as floodways.
33 Since the floodway is an extremely hazardous area due to the velocity of
34 Flood Waters which carry debris, potential projectiles, and erosion
35 potential, the following provisions shall apply:

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6 *Article 9 Sign Regulations*

7 *Section 9.0 Purpose*

8 *Section 9.1 Definitions*

9 *Section 9.2 Signs Prohibited in All Districts*

10 *Section 9.3 General Sign Regulations*

11 *Section 9.4 Signs Which Do Not Require a Sign Permit*

12 *Section 9.5 Sign Permits*

13 *Section 9.6 Sign Regulations for Residential Districts*

14 *Section 9.7 Regulations for Wall Signs in Business*
15 *Districts*

16 *Section 9.8 Sign Designs and Dimensions*

17 *Section 9.9 Non-accessory Signs*

18 *Section 9.10 Special Event Signs*

1 *Section 9.11 Nonconforming Signs*

2 *Section 9.12 Signs Requiring a Special Permit from the*
3 *Planning Board*

4 *Section 9.13 Substitution of Non-commercial Sign Copy*

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