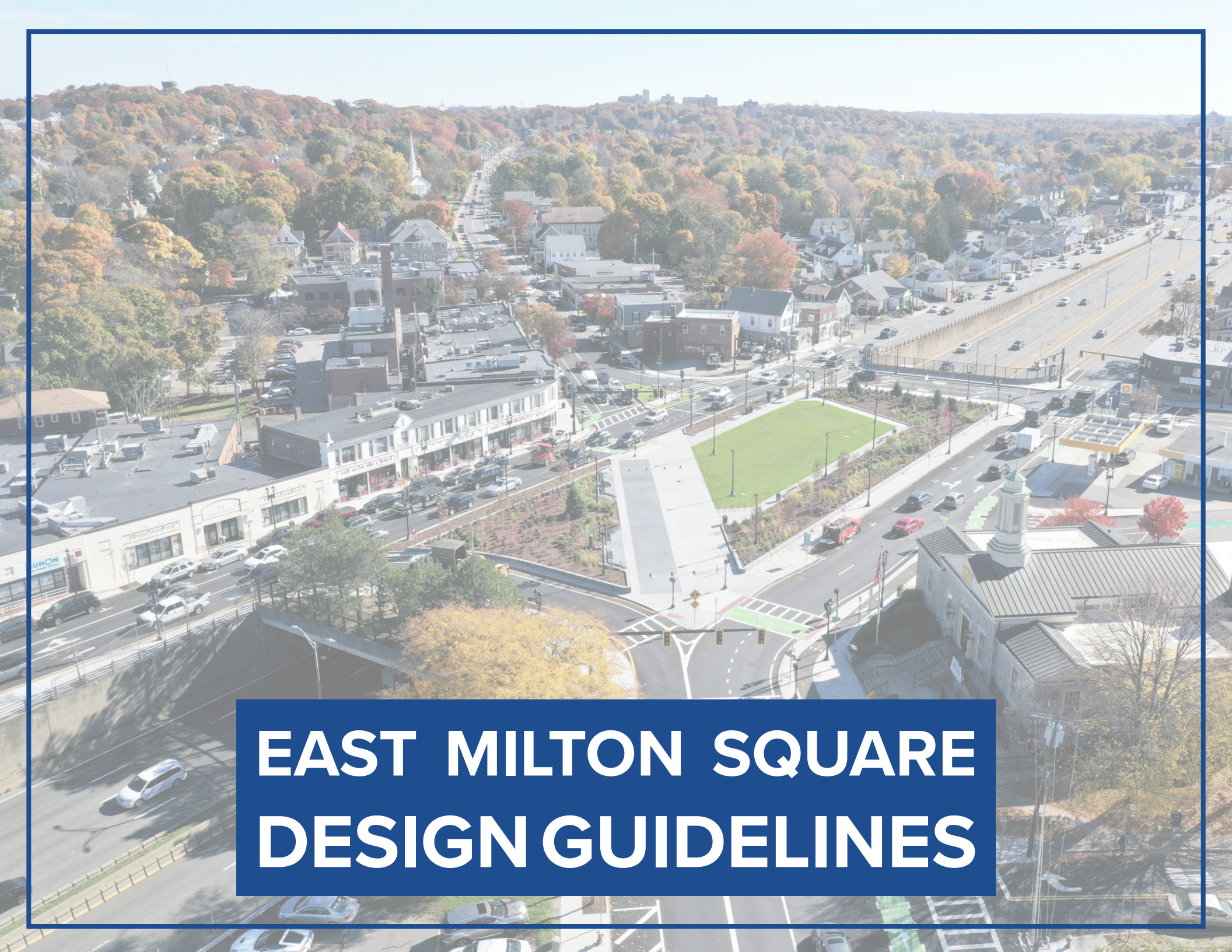


EAST MILTON SQUARE DESIGN GUIDELINES

EAST MILTON SQUARE DESIGN GUIDELINES

CONTENTS

Cover image credit: Howard Stein Hudson

INTRODUCTION

1. Applicability

These Design Guidelines were adopted by the Milton Planning Board on [date]. They are used by the Planning Board during site plan and special permit review for any project proposed under the East Milton Square Mixed-use Overlay District (Section 275.3.22).

The Planning Board uses the Design Guidelines to evaluate compliance with:

- The provisions of the Zoning Bylaw related to East Milton Square
- The General Conditions for Site Plan Approval
- Any other relevant purpose, intent, or provision of the Zoning Bylaws
- The intent for East Milton Square as expressed in the Master Plan, and subsequent district planning studies.

The Planning Board, at its discretion, can approve reasonable and justifiable minor deviations from the Design Guidelines when – in its opinion – such derivations meet the intent of the East Milton Square zoning and the guiding principles set forth below. Applicants should clarify how any proposed deviations from the Design Guidelines further the intent of the Zoning and the principles in this document.

In the case of an inconsistency between the Zoning Bylaw and these Design Guidelines, the Bylaw shall govern. In the case of inconsistency between applicable state or federal laws – including, without limitation, state building codes or life safety codes – and these Design Guidelines, the applicable state and federal laws, rules and regulations shall govern.

2. Intent

The Design Guidelines in this document are intended to provide applicants and the Planning Board with a shared detailed understanding of the intent of the East Milton Square Mixed-use Overlay District which is to allow high-quality mixed-use development that enhances East Milton Square. Successful mixed-use development shall:

- Strengthen walkability and safe and convenient circulation for all modes of travel in East Milton Square.
- Proactively and intentionally guide commercial district investment.
- Enhance the sense of place and district identity.
- Leverage private investments to add community amenities while reducing impacts.
- Incentivize mixed-use redevelopment and an increased variety of housing options.
- Improve environmental sustainability and resilience in the area.

The Design Guidelines are intended to provide clarity to applicants faced with numerous choices, often amongst competing design priorities. They explain the key aspects of design for East Milton Square so that incremental development projects will add up to the intended cohesive vision for East Milton Square.

3. Organization

The East Milton Square Design Guidelines begin with an overview of the history and existing conditions in East Milton Square highlighting the strengths of the existing built environment and the heritage and sense of place of East Milton Square. This is followed by the cross-cutting design principles that should form the foundation of any future development in East Milton Square. It then presents sections on the specific topics of the design guidelines including buildings, public realm, access, parking, landscaping, lighting, signage, and sustainability. For each topic design principles are outlined and followed by specific design guidelines that explain and illustrate the intended design guidance.

4. Process

The East Milton Square Mixed-use Overlay supports new mixed-use investments by allowing a community-supported, three-story mixed-use project by right with site plan review. The site plan review process will be guided by the content of this document. Applicants should use the following process for applying the design guidelines to their project and expediting review.

Applicants are encouraged to read through the entire design guidelines document prior to beginning their design process. Early in the design process, applicants are encouraged to conduct a site and context analysis and document it. The analysis should consider the specific conditions of the site and its context – including prominent features on site and off site; street and sidewalk conditions; the scale, massing, detailing, style, function, and history of surrounding buildings and site.

The Planning Board encourages applicants to document their context and site analysis and be prepared to discuss it. Once the applicant has determined the best overall approach for applying their intended mixed-use program to the site, applicants are encouraged to conduct a detailed review of the various design guidelines and apply them, or reasonable alternatives, within their design. Applicants should be prepared to explain to the Planning Board the design trade offs they explored as they applied the Design Guidelines to the design of their project, and which aspects of the Design Guidelines were followed, which were not, and why.

5. Design Standards

The zoning section for East Milton Square Mixed-use Overlay requires compliance with design standards. The design standards from the zoning bylaw are repeated below. The design guidelines of this document are complement the design standards.

A. Zoning Design Standards

Each building and site shall be designed to positively contribute to the legacy and character of East Milton Square while enhancing livability for surrounding residents. The building design and site layout shall define street frontage by occupying street edges with an active ground floor and filling gaps between existing buildings. The building design and site layout shall configure the building layout and massing to shape outdoor spaces by placing buildings at the edges of the outdoor space and active ground floor uses, and transparent ground floor facades at those locations.

The building design and site layout shall also be used to define streets edges, corners, and intersections. Site layouts shall consolidate and share off-street parking efficiently across lot lines, improve streetscape and walkability by minimizing curb cuts, and contribute to livability through the creation of pocket parks, additional outdoor spaces, and new outdoor amenities. The architectural design shall be composed to be visually attractive and compatible with the context of the East Milton Square Business District and nearby buildings.

In addition, each building shall meet the following design standards:

- **Context sensitive** – New building and site layouts, including side and rear setbacks, shall respond to the context of neighboring properties. Buildings shall be positioned on their site to provide buffers for abutting existing single- and two-family residences.
- **Public realm expansion** – New building and site layouts, including front setbacks, shall respond to the context of the adjacent sidewalk. Where the sidewalk width is less than or equal to 6 feet at the building frontage, new buildings shall provide a setback within the build-to range defined in Section C.a. to expand the width of the sidewalk to a minimum of 10 feet to allow for additional outdoor amenities and activity.
- **Historical context, heritage and legacy** – The building form, scale, proportion, massing, roof lines, and architectural design shall recognize and complement the historic buildings and styles of the East Milton Square Business District and positively contribute to the district's character. Particular attention shall be paid to reinterpreting design elements found in the context of the district through facade design, proportion and location of windows, location and ornamentation of entrances, and complementary building materials and colors.

- **Context-sensitive height and scale** – The building form shall provide step-backs in the facade that respond to the surrounding context, as the Planning Board deems appropriate. The step backs shall provide a vertical change in the plane of the facade to reduce the perceived building height. For example, if a 3-story building is adjacent to a 2-story existing building, the facade of the third story shall step back from the facade of the lower two stories to reduce the visual prominence of the upper floor.
- **Context-sensitive width and scale** – Buildings more than forty (40) feet wide shall be broken down into a series of smaller bays to evoke the rhythm of historic shop fronts, add visual character, and maintain the pedestrian scale of the streetscape. No uninterrupted length of any facade shall be permitted to exceed twenty (20) horizontal feet without incorporating at least one of the following massing elements: horizontal setbacks or vertical step-backs, architectural projections, recesses, and at least one of the following design elements: color change, material change, or texture change.
- **Active ground floor at sidewalks** – The building facade shall integrate a higher proportion of transparent glass in the ground level frontage oriented to Adams Street, Granite Avenue, Bryant Avenue, and Bassett Street including business and entryway storefronts, display windows, or other glazing elements.
- **Highlight windows and doors as design features** – Windows and doors shall be integrated with appropriate architectural elements that highlight them as facade features. When integrated with the design of the facade, recessed doorways are preferred, to break up the building facade, provide a welcoming space, provide protection from sun and rain, and reduce conflict between an external door swing and sidewalk circulation. Where a recessed doorway is not used, an awning can have a similar effect.
- **Attractive from all sides** – The back and sides of each building shall be given as much architectural care as the front. The building, whether observed from the front, rear, or sides shall present an attractive appearance and offer a unified architectural approach. Where windows are not possible or appropriate to the intended use on the side or rear, facade articulation in the form of raised or recessed surfaces shall be used to break up blank walls.
- **Integrate and conceal mechanical equipment** – Mechanical equipment and other utilitarian features, including metal chimneys and elevator penthouses, shall be integrated into the overall architectural design of the building by use of screening materials, placement, roof shape or form, or other means.
- **Reduce visual impact of parking** – If parking is provided on–site, it shall be to the rear of the primary building or underneath the building. If a parking structure is provided it shall be unobtrusive and designed to integrate with the building and the district. Garage doors or other forms of vehicular access shall be integrated into the architectural design of the building. Surface parking areas shall be designed to be used as flexible plaza space that could be temporarily used for other private purposes or events. These parking areas shall use permeable pavers and shall include landscape islands, or other design features to add visual interest and flexibility to parking areas while enhancing stormwater mitigation and reducing the heat island effect. Vehicular access to the site shall be integrated with the design of the public realm and property frontage to minimize the access width and potential negative impacts on the pedestrian environment.
- **Integrate site landscape** – Landscaping shall be used to enhance the building's design, strengthen attractive outdoor features, and to provide shade. Street trees shall be integrated with the design of sidewalk extensions or creation of pocket parks with

flush tree grates or permeable pavers. Where space is limited, window boxes, trellises, green walls, or other compact landscape features shall be integrated with the building design.

- **Integrate site and building lighting** – Lighting fixtures shall be appropriate to the architecture and provide suitable lighting without detriment to nearby residences. Light fixtures including site and streetlights shall match existing standards in the Town, for example matching streetlights recently installed.
- **Integrate signs into building design** – Signs shall be integrated with the building design and placed consistently on the building with a sign band integrated into the facade design of the ground floor and coordinated among multiple tenants.

The Planning Board has the discretion to allow changes to one or more of the design standards if the applicant can show that with such changes the project would remain architecturally coherent, well sited on its lot, visually attractive and compatible with the district and nearby context.

The Design Standards are repeated in the structure of the Design Guidelines that follow in this document.

HISTORY AND CONTEXT

1. Brief History

Since the second quarter of the nineteenth century East Milton has been a significant and distinct section of Milton. In 1826 the Granite Railway was built to convey blocks of granite from the West Quincy quarries to the Neponset River in Milton where they were towed to Charlestown for the construction of the Bunker Hill Monument. A village developed at the intersection of the Granite Railway and Adams Street.

East Milton Square is near the Railway Historic District in East Milton that includes Adams Street from its intersection with Mechanic and Church Streets in the west, and Washington Street in the east. It extends south to include Pierce Street and a section of Mechanic Street and north to include Granite Place, Bates Road, Brackett and Eaton Streets, and sections of Belcher Circle, Washington Street, Brunton Street, and Church Place.

The district takes its name from a Granite Railway laid out in 1826 to connect the West Quincy granite quarries to the Neponset River via Adams Street and Granite Avenue in East Milton. It was the first commercial railway in the country and greatly influenced the growth of East Milton Square, which was called Railway Village for many years. Historically, an active center of commerce in the Town,

Historical view of Adams Street frontage, image credit: Massachusetts Historical Commission

East Milton Square has been the home to pharmacies, local businesses, and local services.

The stone for Bunker Hill Monument came from a Quincy quarry with most of it cut to size and finished in sheds located in Milton. This new industry resulted in a settlement that grew into today's East Milton Square. It was called Railway Village, and was the place where the Granite Railway crossed Plymouth Road. The business of the Granite Railway Co. Continued for many years, and the railroad itself lasted until about 1866. It was abandoned for a short time, and then bought by the Old Colony Railroad Company, who in 1871 opened the Plymouth Branch over part of the old roadbed.

Historic buildings that have been inventoried as part of the Massachusetts Cultural Resource Inventory System (MACRIS) include 532-550 Adams Street. It is a colonial revival commercial block built in 1920. 524-530 Adams Street is also a colonial revival

commercial block that was built in 1920. The Adams Building at 368-380 Granite Avenue is also a colonial revival commercial block that was built in 1928. It is one of the most recognizable feature buildings of East Milton Square. It is comprised of three buildings that together compose the major commercial block in East Milton Square. The first floors are dominated by large display windows for the retail businesses. The two-story buildings have smaller windows on the upper floor to light office space. The building's granite facade features decorative details with elaborate decoration on the columns framing the second-story windows, a frieze with patera, and modillions under the projecting cornice. The five bays of the block are divided by pilasters with foliated capitals. The East Milton Fire Station was built in 1953 and is a traditional postwar structure at 525 Adams Street.

Historical view of Granite Ave frontage, image credit: Massachusetts Historical Commission

In 1954, construction began on the Southeast Expressway (I-93). It is a six-lane highway from the South Shore to Boston that divides East Milton Square. The expressway was completed in 1959. In 1997 a deck over the expressway is completed after a decade of planning and years of construction.

The U.S. Post Office building at 499 Adams Street is another significant building in the district. It was built in 1936 in a classical revival style with granite quarried in Quincy. The property is listed in the National Register as an individual property (5/30/1986). It is representative of the construction and design policies of the Public Works Administration during the late 1930's.

Present day East Milton Square, image credit: MAPC

East Milton Square Post Office, image credit: Massachusetts Historical Commission

2. Architectural styles

According to the Assessor's database, in East Milton Square, 28% of the buildings were built prior to 1920, 20% were built between 1921 to 1940, 30% were built from 1941 to 1980, 3% were built from 1981 to 2000, and 2% were built from 2001 to present. 17% of the parcels have no structure. The primary existing building stock is older and provide key design elements.

East Milton Square's most historic buildings fall under two primary architectural styles including Classical Revival and Colonial Revival with classical detailing of structures such as the U.S. Post Office building (1) and the Adams Building (2). A variety of other styles are found in other district buildings including Georgian such as the Milton Art Center building (3), or Tudor Revival such as the Church of Christ (4). A simple classical revival structure is the East Milton Fire Station building (5). Additional styles of Colonial and Queen Anne can be found in surrounding residential structures. Many of the more recent commercial structures are miscellaneous contemporary styles.

A. Examples of Architectural Styles

The following examples show architectural styles in East Milton Square. Applicants are expected to review these precedents and others and should be prepared to explain how the design of their proposed project builds from specific precedents in the district.

East Milton Square district map, image credit: MAPC

368-380 and 524-550 Granite Avenue – Adams Building

Year – c. 1928 **Style** – Colonial Revival
Height – 2 stories **Setback** – 0 feet
Use – Commercial

History – The major commercial block in East Milton Square business district.

Key Features – The first floors are dominated by large display windows with smaller windows on the upper floors. The buildings are constructed of brick with a sheathing of granite with carved decorative details. This includes decoration of columns framing the windows, pilasters with capitals, a frieze, and projecting cornice. The facade is divided into smaller bays.

Image credit: Google Maps

499 Adams Street – U.S. Post Office

Year – c. 1936 **Style** – Classical Revival
Height – 2 stories **Setback** – 25 feet
Use – Post Office

History – Property constructed during the Roosevelt administration

Key Features – The exterior walls are constructed of local granite supplied by Serifinelli Granite Company of West Quincy laid in a random pattern. The plain mass of the building is broken into smaller elements that match the surrounding context. The most prominent feature of the building is a well detailed central tower. The roof form features prominent gable ends symmetrically designed.

Image credit: Google Maps

334 Edge Hill Road – Milton Art Center

Year – c. 1936 **Height** – 1 story w/ basement
Setback – 45 feet **Style** – Georgian
Use – Milton Art Center, originally a Milton public library
History – Originally designed as the East Milton Branch Library

Key Features – The library building was built of Harvard brick. It has a pedimented entrance with a slightly projecting central feature. The building features a heavily dentilled cornice and pediment.

Image credit: Google Maps

330 Edge Hill Road – Adams Street Early Learning Center

Year – c. 1893
Style – Tudor Revival
Height – 2 stories
Setback – 10 feet
Use – Church

History – One of the oldest structures in the district, originally Church of Christ Milton

Key Features – The building features a prominent bell tower and entry. The primary feature of the facade is a gable end of the nave with Tudor revival wood framing and a pointed arch window that is two-stories in height.

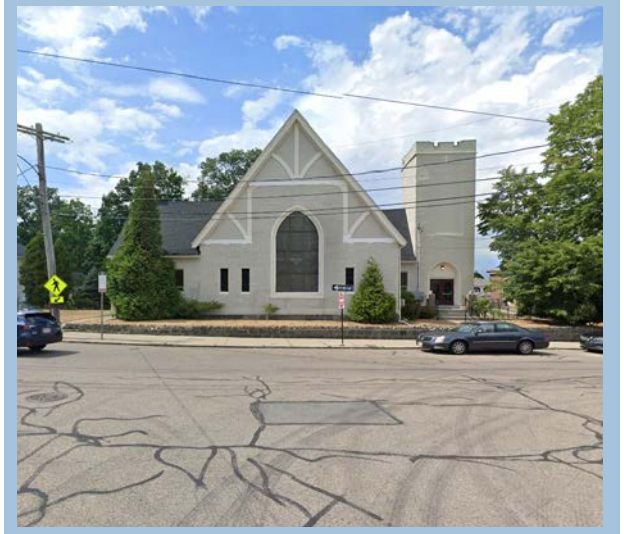


Image credit: Google Maps

525 Adams Street – Milton Fire Department

Year – c. 1952
Style – Classical Revival
Height – 2 stories
Setback – 35 feet
Use – Fire Station

History – A fire station built in the 1950s

Key Features – A brick building with two prominent garage doors for fire trucks at the ground floor. Window openings are defined by granite lintels and sills. The brickwork features corner quoins and a pronounced granite cornice set below the parapet.

Image credit: Google Maps

3. Cross cutting design context for East Milton Square

East Milton Square has been an important commercial center throughout much of the history of the Town of Milton. More recently, East Milton Square was highlighted in Milton's Townwide Master Plan completed in 2015. East Milton Square was part of Goal 4 "Promote Economic Development" which had a focus to "revitalize commercial districts" and specifically mentioned "improve East Milton Square."

Among the "Top 20 Key Recommendations" of the Milton Master Plan was to "create a vision for each commercial district involving residents and business-owners and encourage mixed uses and more activity (vibrant business districts) by passing a Mixed Use Overlay District provision that encourages housing over retail, additional retail and dining opportunities, pocket parks, streetscape improvements as well as increases the size of the area in which commercial activity is allowed."

Building on the Milton Master Plan, and a series of other planning studies, the Milton Planning Board engaged the Barrett Planning Group and Dodson & Flinker to develop a vision plan for East Milton Square. The vision plan was documented in the 2021 report entitled, "Looking Forward: East Milton Square." The recommendations included working with the Planning Board or Master Plan Implementation Committee to draft regulatory changes in East Milton Square and to encode the vision statement, vision plan, and design principles for East Milton Square in the Town's zoning. Specially, the zoning recommendations included, in part, establishing an overlay district, expanding the business district to incorporate existing businesses, reducing parking requirements, and allowing mixed-use by Site Plan Approval.

The "Looking Forward: East Milton Square" study defined design principles for redevelopment in East Milton Square which should be integrated into project proposals while also complying with the design standards in the zoning and design guidelines in this document. The design standards and design guidelines are consistent with the design context established by the principles that were part of this foundational planning study.

As defined in "Looking Forward: East Milton Square" The context design principles for redevelopment in East Milton Square included:

1. **Maintain and enhance diversity, flexibility and resilience** of uses, of spaces, and of people living in and visiting East Milton Square.

2. **Fill gaps** between existing buildings to create a more consistent and lively edge along sidewalks

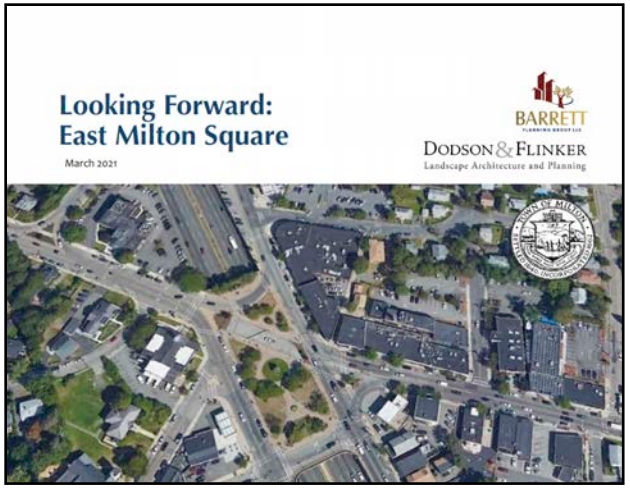
3. **Use building** massing to shape outdoor spaces.

4. **Place buildings at corners** to define streets and intersections.

5. **Consolidate and share off-street parking** across lot lines.

6. **Improve streetscapes** and enhance livability by minimizing curb cuts.

7. **Build pocket parks** and other small green spaces where possible.



Previous study cover, image credit: Barrett Planning Group

DESIGN GUIDELINES

A. Building design

New buildings and modifications to existing buildings should contribute to East Milton Square's unique sense of place by respecting the historic legacy and character of the district, complementing adjacent buildings, and shaping pedestrian friendly streets, sidewalks, and open spaces. Architecture should follow time-tested practices of design but need not replicate historic designs. Each building should be designed as part of the overall composition of East Milton Square, making a unique functional and aesthetic contribution while fitting into the context.

1. Siting of Structures

All projects should begin with a process of site analysis that identifies the key opportunities and constraints on the site, examines the context of the site, and identifies site-specific design techniques for making a positive contribution to the urban design of East Milton Square, including shaping public and private outdoor spaces, and providing pedestrian-centered access and circulation. Include the site analysis with the application.

Zoning Design Standard:

Context sensitive

New building and site layouts, including side and rear setbacks, shall respond to the context of neighboring properties. Buildings shall be positioned on their site to provide buffers for abutting existing single- and two-family residences.

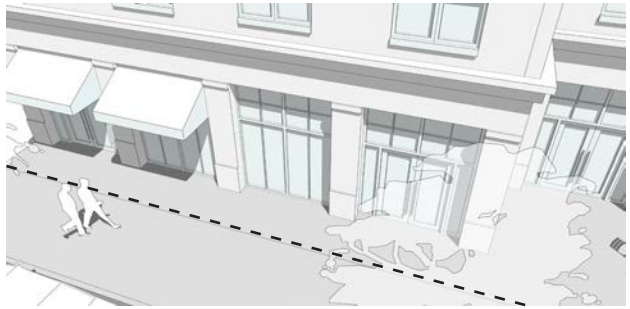
- (1) New and renovated buildings should be placed with consideration of current and future buildings and uses on neighboring properties to create appropriate transitions.
- (2) Front facades of buildings on a block face should be generally aligned with each other and should be set back a consistent distance from the street.
- (3) The primary facade of a building should be built generally parallel to the front lot line or to the tangent of a curved front lot line.
- (4) Setback buffers adjacent to existing historic single- and two-family structures shall be designed to provide an attractive edge for the existing historic property. Dense landscaping with four season interest and high-quality fencing is appropriate. See Landscaping.

Zoning Design Standard:

Public realm expansion

New building and site layouts, including front setbacks, shall respond to the context of the adjacent sidewalk. Where the sidewalk width is less than or equal to 6 feet at the building frontage, new buildings shall provide a setback within the build-to range defined in Section C.a. to expand the width of the sidewalk to a minimum of 10 feet to allow for additional outdoor amenities and activity.

- (5) Structures should be sited to define and dignify public spaces such as streets, sidewalks, and parks.
- (6) Establish a consistent edge for the public realm by locating building facades and entrances close to sidewalks.
- (7) A front setback may vary from its context when it fulfills a specific urban design function like the creation of a pedestrian-oriented plaza or widening a sidewalk for additional tree planting.
- (8) Buildings should be sited to terminate a vista when located at the end of prominent view from a street or open space.



Expand sidewalk width, image credit: MAPC

Consistent street frontage, image credit: MAPC

- (9) The size of the front setback, and the use and design of the resulting semi-public space shall be coordinated with the desired streetscape design. The applicant is encouraged, but not required, to allow public access to the resulting front setback area. See Streetscape Design.
- (10) Buildings should be sited to protect and enhance existing site conditions, such as, significant views, significant trees, unique or special natural features, and circulation routes.
- (11) Buildings should be sited to create appealing and comfortable on-site open spaces. For example, open spaces should be sited in locations with attractive views, unique natural features, and/or comfortable microclimates.
- (12) On lots with more than one street frontage, the building should be placed at the corner facing both streets. On a corner lot, the facade may be retracted to emphasize a corner entry to a building, to create space for a publicly accessible open space, and/or allow for safe sight distance at the corner. All street facing facades of corner lot buildings should be given equal design attention.
- (13) Including special features to mark corners and gateways to the district is encouraged. For example, a building may have a curved corner, a corner tower, or increased ornamentation.

Special features at a corner, image credit: MAPC

2. Architectural Context

Architectural design approaches and decisions should be intentional and reflect the historical context of East Milton Square along with contemporary development needs and practices. The design of new and substantially renovated buildings need not attempt to reproduce historic Milton buildings but must be authentic. Authenticity is not about how old something is. It is about how well it is made and whether it is created with a genuine understanding of its form, function, and context. Authentic new buildings employ building elements and materials creatively, but also in a controlled and rational manner. The result is a form that builds from Milton's historic precedents rather than copying them.

- (1) The design of new and renovated buildings should reflect architectural styles commonly found in East Milton Square, as outlined in Section 2.2 above.
- (2) Buildings should not mix too many styles and avoid overly complex designs.
- (3) Design and construction of buildings should prioritize quality and durability and enhance the overall character of East Milton Square.
- (4) Projects that renovate existing buildings should preserve, or if necessary, replace, architectural features that have historic significance, such as exterior materials, windows and doors, trim, and decorative elements.

3. Building Form, Height, Scale and Massing

Building form and scale should respond to the site context. In addition to proportioning the length and height to surrounding buildings, building massing should complement the immediate context. Step-backs should be used to reduce the apparent height of buildings and respond to the immediate context.

Zoning Design Standard:

Historical context, heritage and legacy

The building form, scale, proportion, massing, roof lines, and architectural design shall recognize and complement the historic buildings and styles of the East Milton Square Business District and positively contribute to the district's character. Particular attention shall be paid to reinterpreting design elements found in the context of the district through facade design, proportion and location of windows, location and ornamentation of entrances, and complementary building materials and colors.

- (1) Simple building forms that are clearly discernible are favored over unnecessarily complex designs. Designs should limit needless variation; too many "add-ons" can be awkward and diminish the overall sense of order.
- (2) Building height, length, and proximity to the street and sidewalks should be compatible with existing buildings to create cohesion along the streetscape.
- (3) Building height and scale should also be compatible with the size of the street to create a sense of enclosure and enhance the pedestrian experience.
- (4) The ground floor height of a building should generally not exceed 15 feet.

Zoning Design Standard:

Context-sensitive height and scale

The building form shall provide step-backs in the facade that respond to the surrounding context, as the Planning Board deems appropriate. The step backs shall provide a vertical change in the plane of the facade to reduce the perceived building height. For example, if a 3-story building is adjacent to a 2-story existing building, the facade of the third story shall step back from the facade of the lower two stories to reduce the visual prominence of the upper floor.

- (5) Generally, it is appropriate for a building abutting a historic single or two-family structure to be one story taller than the historic structure with additional stories stepped-back an additional five to ten feet from the lot line. The Planning Board may consider shadow and privacy impacts on historic one- and two-family structures but will generally give precedence to the vision of East Milton Square as a vibrant mixed-use district with more diverse housing. This vision requires additional development at a higher density.
- (6) In general, step-backs should be applied above the second story when facing Adams Street. Facades should be stepped-back 5-10' depending on intended use of the stepback area and to meet the goal of reducing the visual prominence of the upper floor. Use of the resulting outdoor space for a balcony, terrace, or green roof is appropriate.

Corner articulation of the facade, image credit: greshamsmith.com

4. Roofs

The roof shape, slope, and materials should relate to the architectural style and scale of the building as well as to the surrounding context and contribute to the function and safety of the building.

- (1) Similarity of roof forms—including, orientation, slope, eave heights, and overhangs—with historic precedents in the area is encouraged. The most common roof shapes in the area include gable, hip, and flat.
- (2) Pitched roofs are not mandatory, but where used should have a minimum pitch of at least 6:12 and incorporate traditional forms. Tall, peaked roofs are encouraged to reduce the apparent scale of the buildings while accommodating a full top floor.

Surrounding context of pitched roofs, image credit: MAPC

- (3) The roof should include dormers that contain occupiable space. Dormers should be appropriately scaled and designed based on historic precedents.
- (4) Roofs should be designed to minimize the risk of large amounts of snow or ice falling on pedestrians or occupants of outdoor spaces.
- (5) Visible roofs should incorporate durable materials like asphalt shingles, wood shingles, slate, or copper.
- (6) Roofing materials should not call unnecessary attention to the building using bright or multiple colors. However, light colored, or white roofing is acceptable to reduce solar gain.
- (7) Any service components such as mechanical equipment, gutters, leaders, etc. should be an intentional part of the roof and facade, not an after-thought.

Existing building composition, image credit: MAPC

- (8) Green roofs, solar panels, and other sustainability features are encouraged and should be carefully integrated with the overall building design.

Existing building composition, image credit: MAPC

Existing building composition, image credit: MAPC

5. Facades

Facades should use intentional design to reflect a consistent architectural style, evoke the rhythm of historic shop fronts and mixed-use town centers, add visual character, and maintain the pedestrian scale of the streetscape.

Zoning Design Standard:

Context-sensitive width and scale

Buildings more than forty (40) feet wide shall be broken down into a series of smaller bays to evoke the rhythm of historic shop fronts, add visual character, and maintain the pedestrian scale of the streetscape. No uninterrupted length of any facade shall be permitted to exceed twenty (20) horizontal feet without incorporating at least one of the following massing elements: horizontal setbacks or vertical step-backs, architectural projections, recesses, and at least one of the following design elements: color change, material change, or texture change.

- (1) The overall proportions of the facade, facade elements, and the relationships between doors and windows should be compatible with the architectural styles and the historic New England character of East Milton Square.
- (2) Building facades should be divided into vertical and horizontal sections with a recognizable system of proportion. Vertically, the building should include

a base, body, and cap. Horizontally, the building should be designed to articulate its structural system bays. Designs with a recognizable rhythm and balance, such as symmetry, or other ordering system, are preferred.

- (3) Buildings facades should create depth and shadow by using facade elements such as projecting bays, columns or pilasters, projecting trim, decorative detailing, recessed windows, bump outs or recessed parts of the building volume, and changes in texture. These elements should be integrated into the overall design of the building.
- (4) Detailing of building facades should provide a level of visual interest consistent with historic precedents in East Milton Square.
- (5) Buildings should maintain consistent quality and character of materials, detailing, and the use of architectural elements on all facades.

Building with a recessed entrance, image credit: Buildings of New England

Zoning Design Standard:

Active ground floor at active sidewalks

The building facade shall integrate a higher proportion of transparent glass in the ground level frontage oriented to Adams Street, Granite Avenue, Bryant Avenue, and Bassett Street including business and entryway storefronts, display windows, or other glazing elements.

- (6) Designs should avoid the use of glass curtain walls as the primary facade treatment. Screening materials such as wood lattice and perforated metal panels should be avoided, including on front porches and windows.

Existing district facade composition, image credit: City Feet

Zoning Design Standard:

Highlight windows and doors as design features

Windows and doors shall be integrated with appropriate architectural elements that highlight them as facade features. When integrated with the design of the facade, recessed doorways are preferred, to break up the building facade, provide a welcoming space, provide protection from sun and rain, and reduce conflict between an external door swing and sidewalk circulation. Where a recessed doorway is not used, an awning can have a similar effect.

- (7) Primary building facades (facing public streets or open spaces) should include architectural features such as prominent entrances, windows, awnings, balconies, light fixtures, and signage to add visual interest.
- (8) Horizontal lines on buildings should align with those on surrounding buildings. For example, cornices, sills, lintels, belt courses, or signage bands could be aligned between buildings.
- (9) Building corners shall be treated as an integral part of the facade. The corner design should be used to reinforce the architectural style.

Zoning Design Standard:

Attractive from all sides

The back and sides of each building shall be given as much architectural care as the front. The building, whether observed from the front, rear, or sides shall present an attractive appearance and offer a unified architectural approach. Where windows are not possible or appropriate to the intended use on the side or rear, facade articulation in the form of raised or recessed surfaces shall be used to break up blank walls.

- (10) Mechanical equipment and utility elements such as vents and ducts should not be placed on a facade of a building that will be visible from a public way or public open space. Where this is unavoidable, these elements should be visually integrated into the facade using similar colors and materials as the building facade.
- (11) The front facade of a building should not include a blank wall greater than 120 square feet. Blank wall area should be measured separately for each floor and should include any contiguous portion of a facade that does not include fenestration (doors and windows) or surface relief. This guideline does not apply to any blank wall area that is less than five (5) feet tall or less than five (5) feet wide.

Building setbacks and projections, image credit: MAPC

Attractive from all sides, image credit: Strongtowns.org

Facade composition example, image credit: MAPC

6. Entrances and Doors

Entrances should encourage safe and welcoming pedestrian access and maintain the security, privacy, and environmental performance of a building. Accessibility components should be integrated into the overall design of building entrances.

Corner example, image credit: Unionstudioarch.com

- (1) The main entrance of a building should be located on the primary street and should be easily identifiable. It should provide both ingress and egress and be operable during normal hours of operation of the use.
- (2) Corner lots with multiple street frontages should have an entrance on each street frontage or a prominent corner entrance.

Corner example, mage credit: Unionstudioarch.com

- (3) Where a building has multiple entrances, the primary and public entrances should be more visible and prominently located than secondary and private entrances. The hierarchy can be communicated through the design of the entrance including the size of the door, how far it is recessed, how transparent it is, signage, materials, or color and how prominently it is sheltered from the elements with an awning, canopy, or porch.
- (4) Pedestrian entrances should be spaced no more than twenty feet apart within a single building along any street frontage.

Existing mural on blank facade, image credit: MAPC

- (5) The sidewalls of a recessed entrance for a storefront should be highly glazed. Large panes of glass should be separated by trim.

Storefront entrance, image credit: St. Cloud Window, Inc.

- (6) Site design should maximize accessibility to entrances for all users, by, for example, minimizing grade changes between a public sidewalk and a building's ground floor elevation; or by providing walkways with a slope of 5% or less to address grade changes. Ramps, when necessary, should be fully integrated into the design of the site and building—not an afterthought.

Existing facade example, image credit: MAPC

7. Windows

The proportions, detailing, and distribution of windows are especially prominent elements of the building's character and vocabulary. The composition of windows on a building's facade (and other faces) should be logical, deliberate, and pleasing.

- (1) The colors and materials of window details, including the frame, mullions, trim, and sashes should be compatible with the architectural style of the building.

Window variation example, image credit: Strongtowns.org

- (2) Storefronts and other non-residential uses should have minimum transparency of 60% for ground-floor use. Ground floor transparency will be measured from 2' above grade to 10' above grade. Glazing must have a minimum sixty percent (60%) Visible Light Transmittance (VLT) and no more than fifteen percent (15%) Visible Light Reflectance (VLR). The size of storefront windows should reflect historic precedents and be neither excessively small or large.

Facade composition example, image credit: torreyarchitecture.com

Defining distinct facade bays, image credit: MAPC

Facade composition example, image credit: unionstudioarch.com

Facade composition example, image credit: buildingsofnewengland.com

Facade composition example, image credit: MAPC

Entrances and storefronts, image credit: MAPC

Entrance and storefront example, image credit: retailgear.com

- (3) Storefront display windows should be large enough to allow natural light and provide an unobstructed interior view for pedestrians. They should avoid using curtains, shades, or blinds to maintain openness. They should be transparent, and the view into the building should not be obscured by tinted glass or reflective surface treatments. They should not be backlit or covered with signage or used for storage of merchandise.

Facade composition example, image credit: Buildings of New England

- (4) Upper stories should have a minimum of 40% transparency. Glazing must have a minimum of forty percent (40%) VLT and no more than fifteen percent (15%) VLR.
- (5) Mirrored glass and tinted windows are strongly discouraged.
- (6) Windows and doors and their surroundings should provide shadow lines like those provided by historic precedents, including punched windows in masonry walls with sills and lintels, and/or historic wood windows surrounded by wood trim.
- (7) Consistent with historic precedents in East Milton Square, windows should generally be vertically aligned within each bay and horizontally aligned across each story of a building. Window and door sizes and their proportions should reflect historic precedents. Generally, there should not be more than 5 different sizes or shapes of windows on a building facade.
- (8) Windows, especially large windows and upper story windows should be broken up into smaller panes to provide visual interest and be consistent with historic precedents in East Milton Square. Simulated divided lites are acceptable in new construction. True divided lites are preferred for renovation of historic structures.
- (9) In new construction, high quality, energy-efficient windows should be specified. The sizing and placement of windows should minimize energy costs by maximizing solar gain in winter, minimizing excessive solar gain in summer, capturing cool breezes and providing cross ventilation in summer, and providing natural day lighting. Design for energy efficiency should be balanced with other design principles including providing an appropriate level of transparency to ensure a pedestrian friendly streetscape.
- (10) When exterior repair or alteration of a historic building is proposed, windows should be repaired rather than replaced, whenever possible. When replacement of windows is unavoidable, the new windows should match the windows being replaced as closely as possible. Characteristics to match include the pattern of the openings and their size; proportions of the frame and sash; configuration of window panes (size, shape and number of panes); muntin profiles; type of wood; paint color; characteristics of the glass; and associated details such as arched tops, hoods, or other decorative elements.

8. Awnings and Canopies

Awnings and canopies can connect buildings to the public realm by adding color and providing shelter. They should demonstrate deliberate design choices that are consistent with the overall design of the site, building, and signage.

- (1) Awnings and canopies should be designed with simple shapes, integrated with the facade of the building and should complement surrounding storefronts.
- (2) Awnings should fit within the structural bays to which they are attached.
- (3) The bottom of an awning should be no lower than 8 feet above the sidewalk.
- (4) Awnings should be made of fire resistant, water repellent marine fabric. Canvas or metal are preferred. Plastic, vinyl, or vinyl-coated awning fabric should not be used.
- (5) Backlit awnings should not be used.

Existing district facade detail, image credit: MAPC

Existing district facade detail, image credit: Locationshub.com

9. Materials, Colors, and Surface Treatments

The use of materials should be honest and logical in their application. This implies selecting materials based on their functional properties rather than their cost or simplicity of construction.

- (1) Building finish materials should be appropriate to traditional New England architecture, and may include, but shall not be limited to brick, stone, wood or composite materials with visual characteristics like wood. Vinyl should not be used as a primary finish.

Decorative facade features, image credit: Theurbanist.org

- (2) Materials should be used as an integral part of architectural composition. Materials should be durable and have a long-track record of proven performance.
- (3) Variations in materials may be used to emphasize architectural details and to create texture and shadow lines. Variations in materials may also be used to communicate the construction techniques and functions of exterior building elements. For example, traditionally, trim boards covered joints between other boards.
- (4) Bright and contrasting colors, combinations of four or more colors, and highly reflective materials that direct glare onto adjacent buildings should not be used. Materials that result in large unbroken planes should be avoided. Materials with smaller unit sizes like those of brick or clapboards are preferred because they provide greater visual texture and reinforce the human scale of a building.
- (5) When exterior repair or alteration of a historic building is proposed, exterior materials should be repaired rather than replaced, whenever possible. When replacement of exterior materials is unavoidable, the new material should match the material being replaced in composition, design, color, texture, and other visual properties.
- (6) Decorative elements on historic structures should be preserved whenever possible.

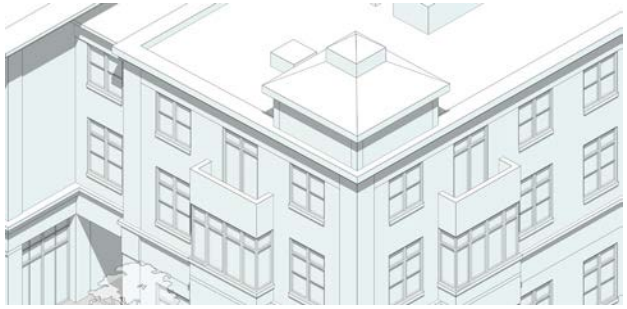
Existing building character, image credit: City Feet

11. Secondary Elements: Towers, Cupolas, Chimneys

Decorative elements such as towers and cupolas should be added to enhance the usefulness of the building and create a focal point within the district. They should be used sparingly and have a clear purpose, evident in their design and location, rather than just decorative appliqué.

- (1) Towers, cupolas, and chimneys should be consistent in size, materials, and color to the architectural style of the building and reflect the historic character of East Milton Square. They should maintain a human-scale and serve a legitimate function within the building, such as providing usable interior space.
- (2) A tower or turret should not occupy more than 30% of the building facade and should have at least 40% fenestration.

Existing building cupola, image credit: MAPC



Corner feature, image credit: MAPC

12. Service Equipment: Mechanical Systems and HVAC Equipment

Service equipment should be integrated into the overall design of buildings to maximize function and minimize visual disturbance.

Screening service equipment, image credit: City scape inc

B. Public realm

All projects should be designed to contribute to a cohesive, mixed-use environment that is comfortable and attractive for pedestrians, supports a sense of community, and supports storefront business opportunities in East Milton Square. The design of the public realm – including streets, sidewalks, pathways, and open spaces, and the buildings that line them – should be given equal attention as the design of building facades, pedestrian and vehicular circulation, open spaces, signage, landscaping, lighting, and drainage systems. New development and improvements should define the edges of public spaces. Variations in materials, setbacks, and landscaping should be used to create a legible transition between public and private spaces.

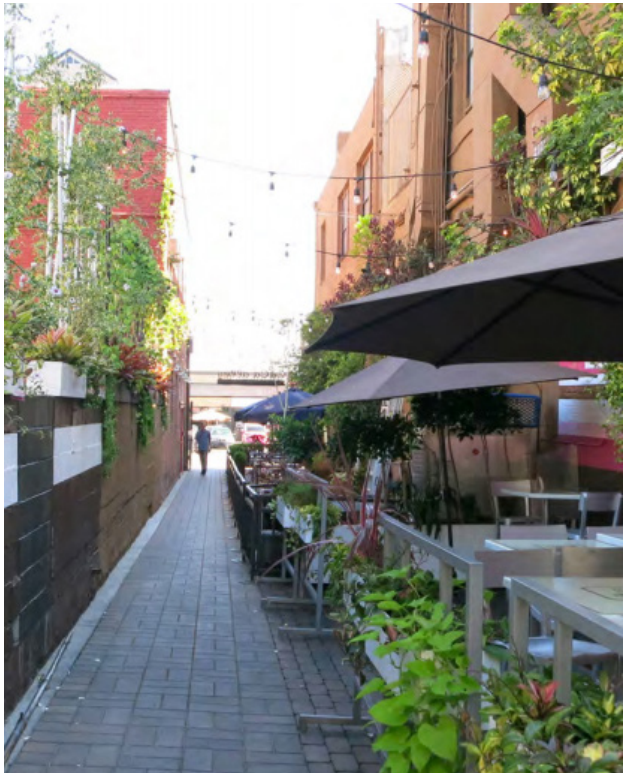
1. Streetscape Design

Streets and sidewalks should, to the extent feasible, be lined with a continuous enclosure of buildings and trees. Active ground floor uses with a high level of transparency should enhance pedestrian interest and contribute to economic growth. There should be an easily intelligible transition from public to private spaces on a site using site circulation, setbacks, landscaping, grading, etc.

Existing streetscape, image credit: locationshub.com

- (1) Building setbacks and landscaping should reflect the building's use. For example, when a ground floor space is intended to have a publicly accessible use, like a storefront, it should be placed close to the sidewalk with an at grade entrance and plentiful views into the space. When a ground floor space is intended for private use, it may be set back further from the sidewalk, a small landscape buffer may be provided, and/or the entrance and windows may be elevated to provide privacy for occupants within the private space, while still not creating a blank wall next to a sidewalk or public space.
- (2) Occasional modest building setbacks that articulate the succession of contiguous facades can add interest to the pedestrian experience and are therefore encouraged. At the ground level, these modest setbacks should make an intentional contribution to the public realm by creating niches for public seating, landscaping, and recessed entrances.
- (3) Publicly accessible pedestrian paths that connect to parking lots and public spaces in the lot interior and that connect one street to another are encouraged. Where they are provided, they should be designed as an integral part of the streetscape system, with generous sidewalk widths and high-quality materials. Openings in buildings that provide pass-throughs to the lot interior are also encouraged. Visibility into and along pathways should be maintained from buildings, streets and/or open spaces to support public safety.

Sidewalk seating and dining, image credit: Boston Chefs



Utilizing alleyway space, image credit: Streetsblog.org

Temporary outdoor seating, image credit: Isles.org

2. On Street Parking

The design of streetscape elements such as trees and benches should be coordinated with on street parking to provide space for door sweeps and adequate passage of vehicle occupants from streets to sidewalks.

- (1) Where new on street parking is provided, the location and design of parking stalls should be compatible with the overall design of the streetscape. Parking spaces should be located an appropriate distance from crosswalks and street corners to ensure visibility for cars and pedestrians, generally at least 20 feet. Curb extensions should be provided at the ends of banks of on street parking spaces.

3. Design and Materials for Sidewalks and Pedestrian Areas

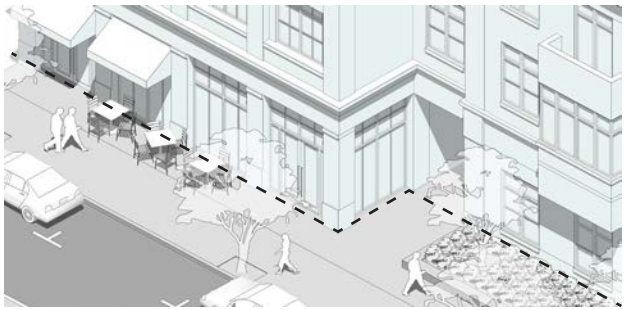
Sidewalks should function as a continuous pedestrian system that encourages people to park once and walk throughout the East Milton Square. Areas for pedestrians should be designed to be universally accessible.

- (1) Sidewalks should include: an edge zone, a furnishing and utility zone, a circulation zone, and a frontage zone:
    - The edge zone is clear space between the furnishing and utility zone and the street edge. It provides space for people to move from the street to the sidewalk and for car door swings.
    - The furnishing and utility zone creates a transition between the street and the space for pedestrian movement. It typically includes street trees, street furniture, plantings, and streetlights. It is sometimes paved differently than the pedestrian throughway.
    - The circulation zone is the space dedicated for movement by pedestrians. The throughway must be an adequate width for comfortable two-way pedestrian movement, must remain clear of obstacles, and its paving surface must be relatively level. The minimum recommended width is 6 feet.
    - The frontage zone may be located on public or private property. It provides space for sidewalk retail displays, planters, additional furniture and outdoor dining. It also provides space for pedestrians who are entering and exiting a building entrance or stopping to look into storefront windows or to read a menu.

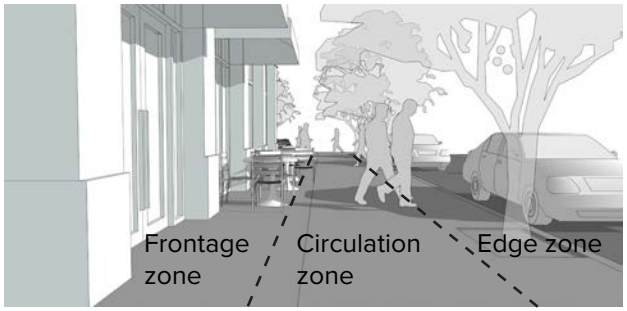
Zoning Design Standard:

Public realm expansion

New building and site layouts, including front setbacks, shall respond to the context of the adjacent sidewalk. Where the sidewalk width is less than or equal to 6 feet at the building frontage, new buildings shall provide a setback within the build-to range defined in Section C.a. to expand the width of the sidewalk to a minimum of 10 feet to allow for additional outdoor amenities and activity.



Public realm, image credit: MAPC



Sidewalk zones, image credit: MAPC

- (2) The pedestrian throughway should always be provided. When space allows for additional parts of the sidewalk, it should be allocated in the following order of priority: the circulation zone, then the frontage zone, then the edge zone.
- (3) Where a furnishing and utility zone does not exist and it is not feasible to provide one, applicants are encouraged to provide the elements it would typically contain within the lot frontage zone. These include pedestrian scale lighting, street trees, benches, planters, and waste receptacles.
- (4) Materials: At a minimum, poured-in-place concrete walks should be provided. Asphalt paving is not acceptable. The use of bricks or pavers made from concrete, clay, or stone is highly encouraged with due consideration to long-term accessibility and maintenance. Pedestrian areas should have a minimum of 4" of reinforced concrete on an appropriate sub-base, with a minimum of 6" for any areas that will experience vehicular traffic, (for example, driveway crossings). All curbs should be made from vertical granite. Durable stone, brick, or concrete are recommended for crosswalks as they hold up better than paint. Permeable pavements, iron gratings, and other devices that reduce stormwater runoff and support healthy tree growth are highly encouraged.
- (5) Applicants are encouraged to provide new or improved curb extensions and crosswalks at intersections or mid-block crossings to improve pedestrian safety and comfort. Careful traffic and parking analyses should be completed to determine the best location and design of these improvements. Desired improvements include providing higher quality materials and landscaping in curb extensions and furnishing and utility zones, providing raised crosswalks that are at the grade of sidewalks, improving existing crosswalks with durable materials like brick or stone pavers or textured and colored pavement, and providing an intermediate island or median in a crosswalk to serve as a refuge for pedestrians.

Enhanced crosswalk, image credit: locationshub.com

4. Street Furnishings

Street furnishings, including bollards, light posts, signage, benches, trash barrels, planters, bike racks, and kiosks, should facilitate the safety, comfort, and appeal of the street by following a logical placement and using quality design and materials.

- (1) The design of street furniture and its placement should respond to factors including patterns of pedestrian flows, access to storefront and building entrances, logical gathering places, micro-climates, and access from on street parking.

Existing district streetscape, image credit: Streetsblog.org

- (2) When located in the furnishing and utility zone, the design of street furnishings should be consistent with specifications established by the Town of Milton. Where the Town of Milton does not have a specification, applicants are encouraged to provide one in consultation with the DPW and the Planning Board. When street furniture is located within the frontage zone and on private property, variations that fit the design theme of a project may be acceptable.
- (3) All street furnishings should be durable and easy to maintain.

5. Accessibility Standards

All buildings and public outdoor spaces, including pocket parks, public plazas, sidewalk cafes, outdoor seating spaces, and pedestrian routes should be universally accessible, so that they can be used and enjoyed by people with diverse abilities, needs, and preferences. Accessibility should be integrated into the overall design of buildings, sites, and public spaces, not an afterthought.

- (1) All design and materials should adhere to the requirements of the Americans with Disabilities Act (ADA) and the Massachusetts Architectural Access Board (MAAB).

Bike rack example, image credit: dero.com

Bike rack example, image credit: sarisinfrastructure.com

- (2) Grading and building design decisions should be coordinated to maximize public accessibility and reduce the need for lifts that can break down or access ramps that take up otherwise usable space along the street frontage.
- (3) Accessibility considerations should not be limited to physical mobility. For example, sites should be designed to be accessible for people with visual impairments and people with cognitive impairments, like dementia.
- (4) When designing for people with impairments, applicants should actively seek input and advice of the people impacted, in keeping with the philosophy "nothing about us, without us."
- (5) Site design should plan for snow removal and storage to minimize disruptions to pedestrian movement.
- (6) Construction should be planned to ensure that pedestrian movement always remains safe and convenient.
- (7) Projects should follow principles of Universal Design, including:
    - Equitable Use - The design is useful and marketable to people with diverse abilities.
    - Flexibility in Use - The design accommodates a wide range of individual preferences and abilities.
    - Simple and Intuitive Use - Use of the design is easy to understand, regardless of the user's experience, knowledge, language skills or current concentration level.
    - Perceptible Information - The design communicates necessary information effectively to the user, regardless of ambient conditions or the user's sensory abilities.
    - Tolerance for Error - The design minimizes hazards and the adverse consequences of accidental or unintended actions.
    - Low Physical Effort - The design can be used efficiently and comfortably and with a minimum of fatigue.
    - Size and Space for Approach and Use - Appropriate size and space is provided for approach, reach, manipulation, and use regardless of user's body size, posture, or mobility.

6. Walls, Fences, and Hedges along Lot Frontage

Walls, fences, or hedges should be used sparingly along the front of a lot because they can reduce visual interest for pedestrians and make a place feel unwelcoming. They should only be proposed when they fulfill a clear design function, such as providing a logical and clear separation between public and private spaces or screening an objectionable element that cannot be feasibly located away from the streetscape. When necessary, they should be designed to enhance the streetscape character using high-quality materials and maintaining visual interest and an appropriate level of enclosure along a sidewalk.

- (1) Retaining walls should be kept as low as possible, especially when adjacent to areas intended for pedestrian circulation or use. In general, retaining walls adjacent to sidewalks should not be greater than 3 feet tall, with 18 inches preferred.
- (2) Retaining walls should be constructed out of materials that are consistent with historic precedents in East Milton Square including stone and brick. Stone and brick should be full sized, not thin veneers. Concrete blocks, manufactured segmental wall blocks (e.g. Versa-Lok), timber, gabions, and synthetic stone are not appropriate materials.
- (3) A fence at the front of a property should not exceed 4 feet in height. The fence must be at least 50% transparent to provide a view of the sidewalk for property owners and allow pedestrians to look over or through them.
- (4) Within the lot interior or alongside or a rear lot line, a fence may be up to 6 feet tall and may be completely opaque.
- (5) Where a fence is located on top of an above-grade retaining wall, the height of the retaining wall will be counted toward the allowed height of the fence.
- (6) Traditional fencing materials like wood or cast or wrought iron, are preferred. Chain link, plastic, concrete, metal mesh, post and cable, stockade fences, and vinyl should be avoided. The use of Azek or similar high-quality composites may be considered.

C. Vehicular access

Vehicle parking and access to a site should be designed to minimize negative impacts on the pedestrian realm and the natural environment.

1. Driveways and Alleys

The number and width of driveways should be minimized to reduce traffic movements into and out of streets and to maintain the integrity of sidewalks.

Zoning Design Standard:

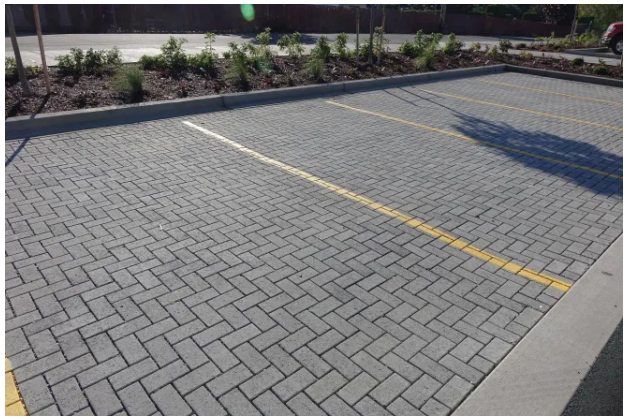
Reduce impact of vehicular access

Vehicular access to the site shall be integrated with the design of the public realm and property frontage to minimize the access width and potential negative impacts on the pedestrian environment.

- (1) Generally, there should not be more than one curb cut per development site.
- (2) Driveways should be as narrow as practicable to minimize impervious surfaces and ensure slow motor vehicle speeds. The width of a driveway should not exceed twelve feet where it crosses a sidewalk.
- (3) Driveways should be located at least 50 feet from an intersection or another driveway and should be designed to provide safe sight distances for entering and exiting vehicles, especially the visibility of pedestrians on sidewalks.
- (4) Where a driveway crosses a sidewalk, it should match the grade, slope, and materials of the sidewalk to maintain a continuous pedestrian surface and signal the priority of the pedestrian path over the vehicular access.
- (5) Shared driveways serving multiple uses should be used whenever possible to simplify vehicular circulation patterns and reduce the number of locations with potential conflicts between cars and pedestrians. Where possible, driveways or alleys should provide shared access between lots.

2. Location of Surface Lots and Entrance to Garages

Parking structures and surface lots should be designed and located to maintain the visual and functional continuity of sidewalks for pedestrians, minimize visibility of parked cars, provide safe access for vehicles and pedestrians, and accommodate flexible uses.



Parking designed as small plaza, image credit: mutualmaterials.com

Zoning Design Standard:

Reduce visual impact of parking

If parking is provided on–site, it shall be to the rear of the primary building underneath the building. If a parking structure is provided it shall be unobtrusive and designed to integrate with the building and the district. Garage doors or other forms of vehicular access shall be integrated into the architectural design of the building. Surface parking areas shall be designed to be used as flexible plaza space that could be temporarily used for other private purposes or events. These parking areas shall use permeable pavers and shall include landscape islands, or other design features to add visual interest and flexibility to parking areas while enhancing stormwater mitigation and reducing the heat island effect.

- (1) All surface parking areas should be located to the side or rear of structures, which if unclear shall be considered the area least visible from the public way.
- (2) Surface parking spaces should be set back from the front lot line to minimize the impact of parking on the public realm. The distance depends on site conditions and screening techniques. Minimum buffer requirements are described in 4.4.4.
- (3) Surface parking that is located within 20 feet of the front lot line should be paved with high quality materials like brick, or other unit pavers.
- (4) A parking garage's entrance should be located to the side or rear of the structure, if possible. When a garage entry along the front of a building is unavoidable, it should be designed as integral feature of the building's facade. Its width should be minimized. Its materials should be of similar or better quality as the rest of the facade. It is the Planning Board's intent that the use of a garage entrance along the front facade of a building be limited to larger parking areas.
- (5) To encourage pedestrian activity along the street, an attractive pathway should be provided from a rear or side parking area to the street frontage to encourage people to walk to the street frontage and enter the building from the front entrance.

Parking integrated with a facade, image credit: sierragaragedoor.com

Parking integrated with a facade, image credit: poyantsigns.com

D. Landscaping

Landscape materials and design application should reflect the character, history, and ecology of the region. Plantings and site features should create attractive outdoor spaces; provide visual, tactile and olfactory interest; improve design compatibility between different land uses; and assist with environmental needs, such as stormwater management, and mitigation of extreme temperatures. The landscape should enhance the sense of place, creating a human-scale and pedestrian-oriented environment.

Zoning Design Standard:

Integrate site landscape

Landscaping shall be used to enhance the building's design, strengthen attractive outdoor features, and to provide shade. Street trees shall be integrated with the design of sidewalk extensions or creation of pocket parks with flush tree grates or permeable pavers. Where space is limited, window boxes, trellises, green walls, or other compact landscape features shall be integrated with the building design.

1. Plant Materials

Landscaping should use native species adapted to local conditions and be designed to offer year-round visual interest in foliage, bark, branching and bloom.

- (1) The reliance on one species is discouraged to reduce the risks and prevent spread of blights and pests, although massed plantings of the same variety may be allowed for design purposes.
- (2) All plan proposals should emphasize the use of native plants and other plants that are well adapted to the environment in which they will be situated to minimize the need for irrigation, fertilization, and pesticides. Plants should be selected to provide habitat and food sources for pollinators, birds, and other desirable wildlife. Plans should include removal and control of existing invasive species. Planting invasive species is not permitted.
- (3) New turf grass areas should be minimized to the extent possible, in favor of the use of hardy ground covers, massed perennials and native grasses. Large areas of mulch without plants are not acceptable.
- (4) Selection of plant materials should be coordinated with plans for snow removal and storage.

Landscape integrated with outdoor seating, image credit: walkablesuburb.com

- (5) Projects should minimize the clearing of existing vegetation, and work to protect healthy non-invasive existing trees, especially those with 8-inch diameter at breast height (DBH) or greater.
- (6) All plants should be A-Grade or No. 1 Grade and free of defects. All plants should be normal health, height, leaf density, and spread as defined by the American Standard for Nursery Stock, ANSI Z60.1 (latest available edition), or the American Association of Nurserymen.
- (7) Plants should have full, even, well-developed branching and a dense, fibrous, and vigorous root system.

Existing historical plaque, image credit: MAPC

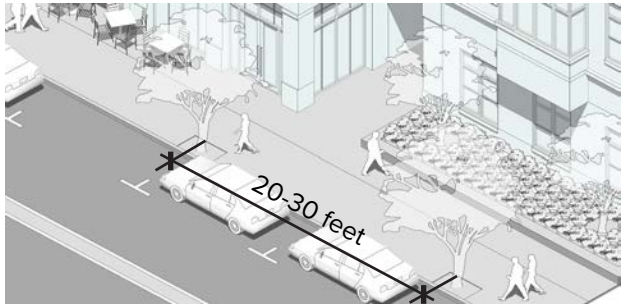
2. Streetscape Landscaping

Trees and other landscaping along public streets should enhance the appearance of the district, moderate temperatures and wind, provide ecosystem services, and reinforce the pattern of private and public spaces.

- (1) Trees and other landscaping should reinforce the spatial structure established by buildings, site structures and furnishings while providing shade and visual relief.

Existing street trees, image credit: MAPC

- (2) Street trees should be planted in sufficient numbers and close enough together to form a continuous canopy at maturity. Trees should be spaced as follows: large deciduous street trees: 30'-0" on center; small deciduous trees: 20'-0"on center.
- (3) When trees would block visibility of signage, building and site entrances, or other essential ground floor features, applicants should specify trees that can be limbed up to provide visibility. Slight modifications to tree spacing may be allowed to improve visibility. However, the overall goal of a continuous canopy upon maturity should be fulfilled.
- (4) Street Trees should be planted at least five feet from fire hydrants, six feet from street signs, seven feet from curb cuts, and thirty feet from stop signs. The edges of tree planting beds should be at least two feet from gas, electric, water, and sewer lines, and at least four feet from oil fill pipes.
- (5) Trees should be planted with sufficient soil volume to support growth through maturity. A minimum of 600 cubic feet of soil volume is recommended for small trees and 1,000 cubic feet for large trees. Where possible, tree pits should be connected together or to adjacent landscaped areas. Modular suspended pavement system may be used where appropriate. Structural soil may be used, but trees should not be planted directly in structural soils.
- (6) Tree pits should have a minimum dimension of 5 feet wide and 10 feet long. When space limitations require that the surface of a tree pit must be used for pedestrian movement, any pavement or surfacing should be permeable to air and water and designed and constructed to prevent soil compaction. Flexible porous pavement is preferred. Permeable pavement or pavers may be acceptable. Tree grates may be permitted.



Tree spacing, image credit: MAPC

Sidewalk landscape, image credit: Smm studio

- (7) Additional streetscape landscaping is encouraged to add visual interest to the streetscape, highlight significant sites, gateways, entrances, and add definition and interest to open spaces along the lot frontage.

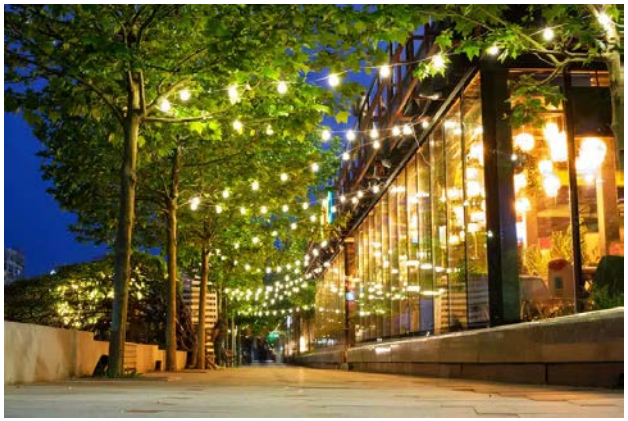
Curbside rain gardens, image credit: thenatureofcities.com

Temporary use of on-street parking for outdoor dining, Image credit: baileystreetscene.co.uk

3. Parking Lot and Driveway Landscaping

Surface parking lots and driveways should be as efficient as possible to maximize the amount of parking that can be provided as unobtrusively as possible in East Milton Square. Landscaping should be used at the exterior edges of parking lots and driveways to provide a buffer to adjacent properties which includes large shade trees and lower shrubs, plantings, hedges or walls.

- (1) Trees can have an enormous positive impact on the design of parking lots, while taking up relatively little space on the ground. The key is to provide enough room to keep trees from being damaged and enough soil volume for healthy root growth, so that the tree can grow to its full potential.
- (2) Minimum size: Shade trees in parking lots and driveways should be at least 1 to 3 inches in caliper when installed, measured at 12-18" from the ground. Evergreen shrubs should be at least 24" in height and minimum three-gallon container size at the time of installation.
- (3) Screening: Parking lots visible from streets, public pedestrian ways, public open spaces, or one- or two- family dwelling should be screened with attractive fences and plantings. Shrubs, plantings, hedges, or walls should provide an opaque screen or barrier up to the required height within three years of planting.



Landscape and lighting defining an outdoor space, image credit: reliance-foundry.com

4. Site Landscaping

Whether placed against a building wall, used to define outside spaces, or for screening, landscaping and planting should soften hard edges and make more human-scaled spaces while enhancing the unique character of each site.

Outdoor dining example, image credit: Boston.eater.com

- (1) Plantings are encouraged to visually break up the mass of buildings, to define the edges of outdoor spaces, pathways, and other site elements.

Generous landscape beds, image credit: southernbotanical.com

- (2) Planting beds should be at least 3 feet wide. A planting bed should be at least 6 feet wide when it is adjacent to a parking space with a bumper overhang. Planting beds should have uncompacted loam that is at least six inches deep. Where space for planting beds is not sufficient, pots and planters are encouraged.

Small park example, image credit: trythisnc.org

District amenities, image credit: MAPC

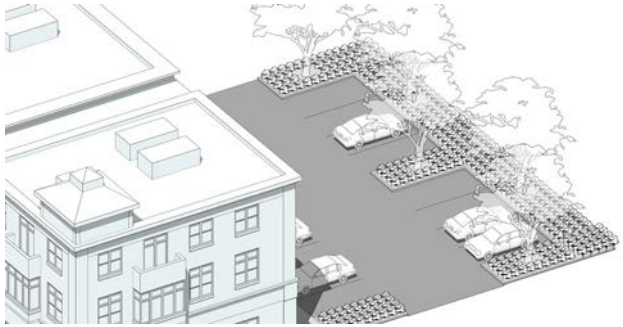
5. Buffers

Plantings and site features should shield views of objectionable elements of development from adjacent properties, public ways, and public spaces.

- (1) Buffer plantings should be provided, as appropriate, around surface parking areas, dumpsters, service areas and necessary utility components. The dimensions of buffers will be determined on a case-by-case basis depending on the site conditions and the method of screening.
- (2) Retaining existing vegetation is preferred over new planting if it achieve the same purpose.
- (3) Fences are not considered to be an adequate screen unless combined with plantings.

Landscape parking buffer, image credit: deeproot.com

Fence example, image credit: minneapolis2040.com



Buffer plantings at parking, image credit: MAPC

E. Lighting

Outdoor lighting should ensure safety and provide an attractive nighttime environment through illumination of streets, walkways, and building entrances that is appropriate to context while reducing light pollution.

Zoning Design Standard:

Integrate site and building lighting
Lighting fixtures shall be appropriate to the architecture and provide suitable lighting without detriment to nearby residences. Light fixtures including site and streetlights shall match existing standards in the Town, for example matching streetlights recently installed.

1. Streetscape Lighting

Light levels should be even throughout the area intended to be illuminated. Glare and light trespass should be minimized. A larger number of lower intensity fixtures is preferred over a smaller number of higher intensity fixtures.

- (1) The height of lighting fixtures should be appropriate to adjacent buildings and a pedestrian-scale streetscape. Wall mounted fixtures should be mounted no higher than 12-15 feet above grade, depending on the size of the building. Pole mounted fixtures should be no higher than 15 feet above grade.
- (2) Streetlights should be located between street trees to avoid interference by tree canopies and provide better illumination coverage. New streetlights should use the same light standards and fixtures as those currently installed along Adams Street in East Milton Square.

2. Building and Site Lighting

Illumination of buildings and sites should be designed as an integrated system that combines lighting of commercial windows, entrances, signs and facade elements with streetlights, bollards, and decorative elements to provide even, glare-free light with little to no skyglow or spillover onto neighboring properties.

- (1) A hierarchy of lighting should be provided to highlight different functions. The building entry should be the primary focus to reinforce safety, security, and convenient access to the building. Lighting of signage, architectural elements, and landscaping should be secondary.
- (2) Indirect lighting of facades, landscaping, signage and other decorative elements is encouraged. Lighting may also be used to highlight important buildings or areas in East Milton Square.
- (3) Lighting of entrances, sidewalks, and parking areas may be accomplished with recessed fixtures under eaves and porches to minimize glare.
- (4) Window displays should be illuminated with shielded accent lights. Interior lights should not create glare that shines out of windows and doors.
- (5) Transformers, conduit, and other electrical components of lighting should be concealed from view.

3. Lighting Intensity and Control of Glare

The lighting system should be designed to provide the minimum amount of illumination necessary for adequate visibility and safety, while conserving energy and confining illumination to the intended area.

- (1) Light levels should meet the minimum design requirements of the Illuminating Engineer Society of North America (IESNA).
- (2) Light fixtures should not exceed the following levels:
  - Unshielded or partly shielded light fixture (general) – 315 maximum initial lumens per light fixture
  - Unshielded or partly shielded light fixture located in a front yard between the building and street – 630 maximum initial lumens per light fixture
  - Fully shielded or shielded directional light fixture for entries, walkways, open spaces or buildings – 1,050 maximum initial lumens per light fixture
  - Fully shielded or shielded directional light fixture for automobile surface parking areas, driveways or outdoor lading bays – 1,260 maximum initial lumens per light fixture

- (3) Using the BUG rating (backlight, uplight, glare), as provided by the manufacturer, a light fixture should be selected with the lowest possible number, ideally 0 or 1. Values greater than B4, U2, or G2 are strongly discouraged.
- (4) All lighting should employ full cut-off fixtures at 90 degrees to reduce glare, light trespass, and night sky pollution. Fixtures that cutoff below 90 degrees are preferred.
- (5) Lighting of the night sky should be avoided. Flood or area lighting is not acceptable. Light that reflects off of building surfaces and pavement and into the night sky should be avoided.

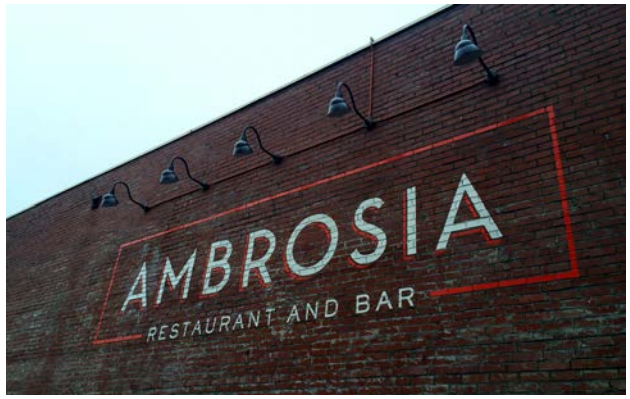
4. Lamps and Fixtures

Lamps and fixtures should be designed and scaled to be appropriate to the style and size of the adjacent buildings and to support a pedestrian-scale streetscape.

Existing street lights, image credit: MAPC

- (1) Lamps should have a warm color temperature similar to incandescent light or candlelight. Blue light should be avoided. The correlated color temperature (CCT), measured in Kelvin (K), of the light fixture shall not exceed 2700 K. The warmest possible color temperature (lowest Kelvin value) should be chosen. The color rendering index of all light fixtures must be sixty-five (65) or higher.
- (2) Luminaries with the International Dark-Sky Association's Fixture Seal of Approval are recommended.
- (3) The use of high-pressure sodium vapor or mercury vapor lamps is not allowed.
- (4) The use of LED lamps is encouraged if the intensity, coverage, and color of the light matches traditional light sources.
- (5) Cobra head light fixtures are not permitted.
- (6) Traditionally styled light fixtures are preferred, including gooseneck fixtures and post top colonial fixtures.

Existing street lights, image credit: locationshub.com



Sign lighting example, image credit: barnlight.com

Sign lighting in the district, image credit: MAPC

Sign lighting in the district, image credit: locationshub.com

5. Hours of operation

- (1) All lighting should incorporate timers or other devices to turn off lights when not needed.
- (2) Except as needed for site safety or security, all external lighting, including lighting accessory to authorized signs, should be extinguished no more than one and a half hour after the facility is closed for the business day.
- (3) Such lighting may be timed to resume no more than one half hour prior to the arrival of the first employee on the premises.
- (4) Streetlights should remain illuminated throughout the night until dawn.

F. Signage

Signs should add to the vitality of the streetscape by using design and placement that appeal to the pedestrian while enhancing the overall appearance of the building facade.

Zoning Design Standard:

Integrate signs into building design
Signs shall be integrated with the building design and placed consistently on the building with a sign band integrated into the facade design of the ground floor and coordinated among multiple tenants.

1. Signage Quantity and Size

The number and size of signs should be kept to a minimum to avoid signage clutter and information overload in East Milton Square.

- (1) Each commercial tenant should be limited to one sign per wall on the primary facade.
- (2) Signs should only be big enough to serve the needed purpose and scaled appropriate to the building facade and/or the use they describe. Generally, lettering from 8”-14” is large enough to be seen from across the street.
- (3) The total sign area for the primary tenant of a commercial or mixed-use building should not contain more than one square foot of sign area for each linear foot of storefront, and in any case should not exceed 40 square feet.

2. Design and Materials

Signs should convey information intentionally and clearly, using durable, high quality architectural materials, with forms and colors that are compatible with the associated structure. Signs should convey information in creative and highly legible ways, for example, using easily readable fonts with sufficient color contrast.

Traditional sign, image credit: MAPC

- (1) Traditional materials such as wood, metal, or glass are preferred. Composites that look like wood and can be carved are acceptable. Modern materials such as acrylic and vinyl can be used if appropriate. The use of plastic should be avoided.
- (2) Colors should be compatible with the color of the building and its immediate neighbors. Sign colors should accentuate the design and lettering. The use of more than three colors should be avoided. The use of highly reflective materials and bright colors should be avoided to make the signs more readable.

3. Placement and Illumination

Signs should be placed and illuminated in a way that enhances the appearance of the building while not obscuring windows and other features or drawing undue attention.

- (1) Signs that dominate the building facade or compromise architectural features such as arches, moldings, cornices, or windows are strongly discouraged.
- (2) Where appropriate, signs should be organized within a sign band or frieze integrated into the overall facade, preferably located above a storefront window.
- (3) Window signs, meant to be seen by pedestrians from a few feet away, should complement and not obscure window displays.
- (4) Signs painted on glass are acceptable if they are limited to one per window and do not cover more than 20% of the window area.

Coordinated sign band, image credit: opentable.com

- (5) One projecting sign or "blade sign" may be allowed for each commercial tenant along each side of the building that has an entrance to that business. A projecting sign should be attached in such a way as to leave a minimum of eight feet clear below the lowest part of the sign. A projecting sign should be centered on a vertical pier or column, not centered on a wall opening such as a door, window or storefront.

Coordinated blade sign, awning, and window sign, image credit: kilbournegroup.com

- (6) Signs should not be internally illuminated. Light fixtures that illuminate the sign from above, such as gooseneck fixtures, are encouraged.
- (7) Flashing, color changing, LED, digital, and neon signs are not allowed.

Coordinated blade sign and sign band, image credit: signarama-toronto.ca

4. Awnings, Canopy, and Marquee Sign

Awnings, marquees, and projecting canopies should use their faces to convey relevant information clearly and without adding to visual clutter.

- (1) A tenant name or logo may be screen-printed on the valence of an awning and should occupy no more than 20% of the valence area.
- (2) Hanging or projecting signs should not be used under awnings or canopies.
- (3) Awning signs should not be illuminated or backlit.

Small business sign, image credit: MAPC

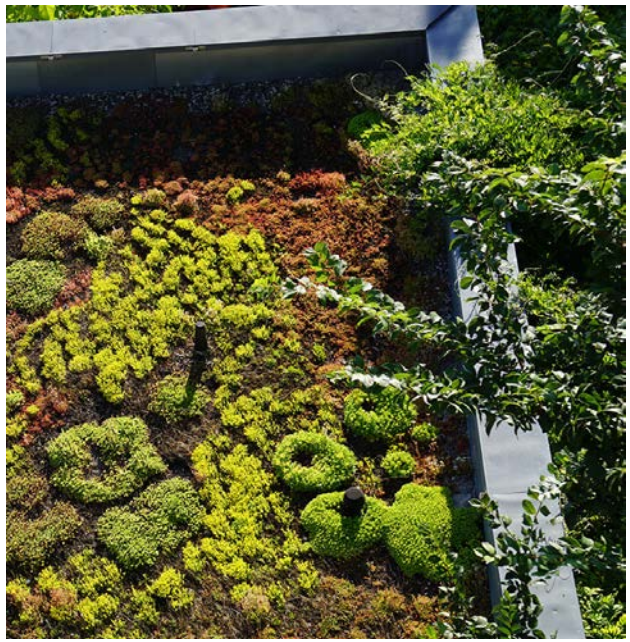
G. Sustainability

All projects in the district should be designed to reduce environmental impact and enhance public infrastructure while meeting other design goals.

1. Building Sustainability

New and renovated buildings should use construction technologies to reduce energy demands and provide opportunities for on-site renewable energy generation. New and renovated buildings should optimize building performance by using low-emissivity glass, harvesting rainwater, reducing thermal bridging, collecting solar energy through a mix of technologies, and building well-insulated walls with sustainable cladding materials.

- (1) Buildings should maximize natural ventilation to provide fresh air and temperature moderation, reduce life cycle and energy costs, and ensure acceptable air flow even when electricity is not available.
- (2) Building design should include the use of local materials to reduce the carbon footprint due to transportation to and from the site.
- (3) Green roofs are encouraged because they can reduce local temperatures and improve stormwater management.



Green roof example, image credit: centimark.com

- (4) Energy modeling should be performed to determine the best energy, cost, and carbon savings options. It should be followed by a life-cycle cost analysis to predict the costs related to heating, air conditioning, ventilation, and other components for a period of 20 to 30 years. The building design should minimize life-cycle costs through building orientation, fenestration patterns, materials, and quality construction.
- (5) Buildings should include technologies for easy tracking of total energy consumption by tenants and owners.

2. Stormwater Management/LID

Low Impact Development (LID) techniques, such as vegetated swales and rain gardens, should be seamlessly integrated into the overall landscape design.

- (1) The post-construction peak runoff rate for the one-year, twenty-four (24) hour rain event shall not exceed the existing peak runoff rate for the same storm event from the site under existing conditions prior to submittal of an application.
- (2) Projects should maintain or achieve predevelopment hydrology through low impact development (LID) techniques that infiltrate, filter, store, evaporate, and detain storm water close to its source.
- (3) Identify, map, and preserve the site's natural features and environmentally sensitive areas such as natural drainage ways, areas where stormwater currently infiltrates, and soils, including information about soil permeability.
- (4) Delineate potential building envelopes, to avoid environmental resource areas and appropriate buffers, and minimize grading, clearing, and destruction of natural drainage ways and permeable soils.
- (5) Reduce impervious surfaces wherever possible by minimizing the number of parking spaces, the size of parking spaces, parking aisle widths, and driveway widths; using shared parking areas and shared driveways; and using porous pavement or permeable pavers.
- (6) Manage stormwater using smaller, decentralized, low-tech stormwater management techniques to attenuate flows, infiltrate, clean, and recharge stormwater. Recommend techniques, include:
  - Lengthening flow paths and maximize sheet flow
  - Grassed channels/swales
  - Water quality swales
  - Bioretention areas & rain gardens
  - Tree filters
  - Vegetated filter strips
  - Cisterns and rain barrels
  - Green roofs and green walls
  - Constructed wetlands
  - Subsurface gravel wetlands
  - Infiltration trenches, chambers, or basins
  - Re-use of stormwater to replace water used for irrigation, toilet flushing, or industrial processes.
  - Ensuring that new fill or soils brought to site do not reduce the infiltration capacity of the site.
  - Ensuring that all work is planned and executed to avoid compaction of top-soil and subsoils.

Rain garden example, image credit: landscapeinstitute.org

Rain barrel example, image credit: atlanticfertilisers.co.za

Green wall example, image credit: pinimg.com

3. Streetscape Sustainability

Street furnishings should encourage alternative transportation use and responsible waste disposal.

- (1) Bike-racks, bus shelters, and seating areas should be provided at regular intervals on sidewalks to reduce dependency on automobiles and their associated greenhouse gas emissions, air pollution, and traffic crash injuries, deaths, and property damage.
- (2) Recycling bins and trash cans should be located at regular intervals on sidewalks.
- (3) Applicants are encouraged to contribute to a wayfinding system for East Milton Square. The wayfinding system should include directions and distances to the historic features, prominent area businesses, and public parking locations.

Historical monument in East Milton Square, image credit: MAPC

District wayfinding example, image credit: Mayfairsigns.com

EAST MILTON SQUARE
DESIGN GUIDELINES