

NOTICE TO APPLICANTS FOR SITE PLAN/SUBDIVISION REVIEW
BEFORE THE PLANNING AND ZONING COMMISSION

1. The following fees shall apply (payable to the Mayor and City Council):

- Planning & Zoning Commission Review Fee
 - \$300.00 per preliminary subdivision plat
 - \$ 38.00 per unit for residential site plans
 - \$377.00 or \$0.035 per square foot gross floor area, whichever is greater, for commercial, office and other nonresidential site plans

- Building permit fees and other applicable agency fees shall apply at the time of submission for building permit.

- Final Plat Fee
 - \$39.00 per unit for condominium plats
 - \$39.00 per lot for subdivision plats

(An escrow bond in the amount of \$500.00 may be required to ensure that a copy of the plat with all required signatures is returned to the office of Planning and Community Development.)

2. A CONCEPTUAL STORMWATER MANAGEMENT REVIEW APPROVAL BY THE ENVIRONMENTAL ENGINEER'S OFFICE IS REQUIRED PRIOR TO SUBMISSION FOR SITE PLAN REVIEW BY THE PLANNING AND ZONING COMMISSION. PLEASE SEE GAIL BLAZER (2ND FLOOR – BUILDING & ENGINEERING) OR CALL 410-289-8825. A CHECK LIST IS ATTACHED TO THIS APPLICATION. FAILURE TO OBTAIN THIS APPROVAL WILL RESULT IN A DELAY OF FURTHER REVIEW.

3. All meeting dates have established deadlines for submitting applications for hearings and site/subdivision approval. Schedule is available from the office of Planning and Community Development. Seventeen (17) complete sets (5 full size, remainder reduced size) of plans prepared in accordance with the attached checklist shall be submitted no later than 3:00 p.m. on deadline date for filing.

4. Following the scheduled staff review meeting, eight (8) complete sets (1 full size, remainder reduced size) of plans reflecting any revisions/modifications shall be submitted no later than 12 noon on the Wednesday prior to the scheduled Planning and Zoning Commission meeting date.

5. All applicable information must be completed on the application form. Signatures of all applicants and all property owners must be notarized unless signed in the presence of the Zoning Administrator.

Contents and Submission of Stormwater Management Plans Check List

Date: _____

Project: _____

Address: _____

Engineer/Plan preparer: _____

Phase: _____

(1) Concept plan approval:

Prior to site plan submission the owner/developer shall submit a concept plan that provides sufficient information for an initial assessment of the proposed project and whether stormwater management can be provided according to subsection 30-146(b) the Town code and the design manual. Plans submitted for concept approval shall include, but are not limited to:

- a. A map at a scale specified by the Town of Ocean City showing site location, property boundaries, legal description, owner's name and contact information existing natural features, water and other sensitive resources, tidal and non-tidal wetland and buffers, existing landscaping, topography, and natural drainage patterns;
- b. The anticipated location and area calculation of all proposed improvements and impervious areas, decks, patios, buildings, roadways, parking, sidewalks, utilities, type of roof system, (i.e. gabled or flat), and other site improvements;
- c. The location of the proposed limit of disturbance and areas to be protected during construction;
- d. Preliminary estimates of stormwater management requirements, the selection and location of ESD practice to be used, and the location of all points of discharge from the site;
- e. A narrative that supports the concept design and describes how ESD will be implemented to the MEP; and
- f. Any other information required by the approving agency.

(2) Preliminary site development/site plan approval. Following concept plan approval, the owner/developer shall submit a preliminary site development plan that reflects comments received during the previous review phase. Plans submitted for preliminary site development approval shall be of sufficient detail to allow site development to be reviewed and must include, but not be limited to:

- a. All information provided during the concept plan review phase,

b. Final site layout, exact impervious area locations and acreages, proposed topography, delineated drainage areas at all points of discharge from the site, and stormwater volume computations for ESD practices and quantity control structures,

c. A proposed erosion and sediment control plan that contains the construction sequence, any phasing necessary to limit earth disturbances and impacts to natural resources and an overlay plan showing the types and locations of ESD and erosion and sediment control practices to be used,

d. A narrative that supports the site development design, describes how ESD will be used to meet the minimum control requirements, and justifies any proposed structural stormwater management measure; and

e. Other information required,

Critical Area Mitigation Worksheet
Landscaping Plan

(3) Final site plan/stormwater management plan for Building Permit.

a. Following preliminary site plan approval, the owner/developer shall submit a final site plan that meets the requirements of all development regulations as well as erosion and sediment control and stormwater management plans that reflect the comments received during the previous review phase. Plans submitted for final approval shall be of sufficient detail to allow all approvals and permits to be issued according to the following:

(1) Final erosion and sediment control plans shall be submitted according to COMAR26.17.01.05; and

(2) Final stormwater management plans shall be submitted for approval in the form of construction drawings and be accompanied by a report that includes sufficient information to evaluate the effectiveness of the proposed runoff control design.

b. Reports submitted for final stormwater management plan approval shall include, but are not limited to:

(1) Geotechnical investigations including soils, borings, site specific recommendations, and any additional information necessary for the final stormwater management design;

(2) Drainage area maps depicting predevelopment and post development runoff flow path segmentation and land use;

(3) Hydrologic computations of the applicable ESD and unified sizing criteria according to the design manual for all points of discharge from the site;

(4) Hydraulic and structural computations for all ESD practices and structural stormwater management measures to be used;

(5) A narrative that supports the final stormwater management design; and

(6) Any other information required by the approving agency.

c. Construction drawings submitted for final stormwater management plan approval shall include, but are not limited to:

- (1) A vicinity map;
- (2) Existing and proposed topography and proposed drainage areas, including areas necessary to determine downstream analysis for proposed stormwater management facilities;
- (3) Any proposed improvements including location of buildings or other structures, impervious surfaces, storm drainage facilities, and all grading;
- (4) The location of existing and proposed structures and utilities;
- (5) Any easements and rights-of-way;
- (6) The delineation, if applicable, of the 100-year floodplain and any on-site wetlands;
- (7) Structural and construction details including representative cross sections for all components of the proposed drainage system or systems, and stormwater management facilities;
- (8) All necessary construction specifications;
- (9) A sequence of construction;
- (10) Data for total site area, disturbed area, new impervious area, and total impervious area;
- (11) A table showing the ESD and unified sizing criteria volumes required in the design manual;
- (12) A table of materials to be used for stormwater management facility planting;
- (13) All soil boring logs and locations;
- (14) An inspection and maintenance schedule;
- (15) Certification by the owner/developer that all stormwater management construction will be done according to this plan;
- (16) An as-built certification signature block to be executed after project completion; and
- (17) Any other information
 - Landscaping Plan
 - Critical Area Mitigation Worksheet

d. If a stormwater management plan involves direction of some or all runoff off of the site, it is the responsibility of the developer to obtain from adjacent property owners any easements or other necessary property interests concerning flowage of water. Approval of a stormwater management plan does not create or affect any right to direct runoff onto adjacent property without that property owner's permission.

SITE PLAN AND PROPERTY SUBDIVISION APPLICATION

DATE: _____

FILE NO: _____

RECEIPT NO: _____

FEE PAID: _____

APPLICANT'S INFORMATION

NAME: _____

MAILING ADDRESS: _____

TELEPHONE: _____

PRINCIPLES: _____

RECORDED PROPERTY OWNER INFORMATION

NAME: _____

MAILING ADDRESS: _____

TELEPHONE: _____

SITE PLAN INFORMATION

PROJECT NAME: _____

LOCATION: (LOT, BLOCK, PLAT): _____

STREET ADDRESS: _____

NO. OF UNITS & BEDROOMS: _____

ARCHITECT/DESIGNER: _____

ADDRESS: _____

PROPERTY SUBDIVISION INFORMATION

CURRENT PROPERTY DESCRIPTION (LOT, BLOCK, PLAT): _____

PROPOSED SUBDIVIDED PROPERTY DESCRIPTION (LOT, BLOCK, PLAT): _____

PURPOSE OF SUBDIVISION: _____

(*Notarization of signatures of Applicant and Property Owner is required, unless signed in the presence of the Zoning Administrator.)

***APPLICANT'S SIGNATURE**

Subscribed and sworn before me this _____ day of _____, 20__

NOTARY PUBLIC

SEAL My Commission Expires: _____

***PROPERTY OWNER'S SIGNATURE**

Subscribed and sworn before me this _____ day of _____, 20__

NOTARY PUBLIC

SEAL My Commission Expires: _____

DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT
Checklist of Information to be Shown For Zoning Approval
Revised 3/19/12

This checklist serves as a guide in preparing site plans for public hearings, for Planning and Zoning Commission review and for building permits, so all such applications may be processed in a timely and efficient manner. The following plans shall be submitted for the types of applications listed, unless otherwise waived by the Zoning Administrator:

Planning and Zoning Commission Site Plan Review and Public Hearings

Seventeen (17) complete sets (5 full size, remainder reduced size) of plans prepared in accordance with checklist to be submitted no later than 3:00 p.m. on deadline date.

Following staff review meeting, eight (8) complete sets (1 full size, remainder reduced size) of plans reflecting any revisions/modifications to be submitted no later than 12 noon on the Wednesday prior to the scheduled Planning and Zoning Commission meeting date.

Board of Zoning Appeals Public Hearings

Seven (7) complete sets of plans prepared in accordance with checklist.

Building and Alteration Permits

Four (4) complete sets of plans prepared in accordance with checklist.

All required information shall be shown on reproductions of original drawings. Ink or pencil notations/revisions will not be accepted on prints. Incomplete or improperly prepared plans will be rejected. All plans shall be legible, drawn to scale, and shall contain all of the applicable information listed below:

I. Site Plans

1. () Design Guidelines, per Section 110-181, apply to all of the corporate limits of the Town of Ocean City except those areas subject to the Downtown Design Overlay Zone (Chapter 110, Article 23) and the Upper Downtown Design Overlay Zone (Chapter 110, Article 26).
2. () A title block, including the name of the project or development and the names of the property owner, developer, engineer, and architect.
3. () The name of the subdivision and the lot(s) and block(s) numbers.
4. () A north arrow, scale of drawing (sufficient to show proper detail) and date of the drawing.

5. () Vicinity map of the immediate and surrounding area with the site noted.
6. () The existing zoning of the site and adjacent properties.
7. () The existing use of the site and the existing use and approximate location of existing structures on adjacent properties.
8. () The boundaries or property lines of the property involved, including bearings and distances, county or municipal boundaries, the general location of all existing easements, streets, buildings, dune lines or waterways, and other existing physical features in or adjoining the subject development. Note: A sealed survey, prepared by a professional engineer or land surveyor, licensed in the State of Maryland, must accompany all building permits. An owner's certification must accompany all exterior alterations.
9. () The approximate location and sizes of all existing and/or proposed sanitary and storm sewers, water mains, culverts, catch basins, and other underground structures in or near the project.
10. () The location of all existing and/or proposed electrical transformers and poles. Note: Approval by Delmarva Power is required as to clearances required by the National Electrical Safety Code.
11. () Location, size, and screening details of all existing and proposed dumpster pads.
12. () Calculations of required and provided off-street parking spaces.
13. () Calculations of required and provided off-street loading spaces.
14. () Dimensions of all off-street parking spaces and dimensions of all interior drives, which shall remain unobstructed and shall maintain an overhead clearance of seven feet (7') minimum.
15. () Dimensions of all off-street loading spaces which shall maintain an overhead clearance of fourteen feet (14') minimum.
16. () Provisions, as required, for handicapped parking and access.
17. () Specifications as to construction of parking areas, entrances, and drives.
18. () Location, height, type, and direction of lighting designed per Section 110-876(h) Lighting Requirements, including at a minimum a photometric plan to illuminate site and off-street parking areas expressed in footcandles throughout the property. This section shall not apply in the Downtown Design Overlay Zones per Section 110-831.23 Lighting (Lower Downtown Area) and Section 110-865.21(1)(b) (Upper Downtown Design Area).
19. () Location of curbing and/or wheel stops in parking areas. NOTE: Parking areas with four or more spaces must be striped.

20. () Indications of proposed traffic flows within interior drives and for ingress/egress to the project.

* IN AN EFFORT TO MINIMIZE CURB CUTS ON COASTAL HIGHWAY, ALL PROPERTIES SHALL PROVIDE ACCESS FROM THE SIDE STREET AND/OR ALLEY WHERE POSSIBLE.

21. () Location of existing or proposed automatic traffic signals adjacent to the site.

22. () Location of all existing and proposed buildings, accessory and main, including dimensions of buildings and setbacks from property lines and between structures.

23. () Existing and proposed use of all structures, accessory and main.

24. () Location of all existing and proposed fire hydrants.

25. () Location, size, height, and orientation of all existing and proposed signs.

26. () Location of HVAC condensers and compressors.

27. () Density calculations, including number of units allowed and number of units proposed, with number of bedrooms designated within each unit.

II. Floor Plans

28. () Scaled and dimensioned floor plans of each unit. Typical floor plans can be used for identical units.

29. () Designation of proposed use of each room.

III. Building Elevations

30. () Elevations and dimensions of each side of structure.

31. () Texture and materials of exterior surfaces of structure.

IV. Critical Area and Landscaping Plan in accordance with Chapter 30, Article VII

32. () Critical Area mitigation and 10% rule worksheets

33. () Location of existing trees three inches (3") or more in diameter measured twelve inches (12) above ground level.

34. () Location of the appropriate critical area water front setback

Parcel/lot size of upland area:
40,000 sf or more setback = 25'
25,000 sf to 39,999 sf setback = 20'
15,000 sf to 24,999 sf setback = 15'
Up to 15,000sf setback = 10' except for
Residential R-1 = 15'
Mobile home MH = 5'

35. () Indicate landscape material to be used (including location, botanical name common name, installation site and size per conversion chart below)

Landscaping	Size	Conversion SF	Conversion \$	Placement
Large Tree	> 2" caliber	200 SF	\$200	14' on center
Small Tree	> 1.5" caliber	100 SF	\$100	10' on center
Large Shrub	36" min hght/sprd	75 SF	\$75	8' on center
Small Shrub	24" min hght/sprd	50 SF	\$50	5' on center
Plants		2 SF	\$2	1-2' on center
Rain Garden 5 x 5	1 shrub 3 plants	400 sf	\$400	Drainage area 500 sf
Rain Garden 10 x 10	1 tree, 3 shrubs, 9 plants	1600 sf	\$1,600	Drainage area 2000 sf

V. Stormwater Management in accordance with Chapter 30, Article VII

36. () Must have an approved Stormwater concept letter from Engineering Department submitted with the plans. Concept letter must be received prior submitting to Planning Commission.

37. () Provide a storm water management plan and computations indicating the manner, location and type of measures to be used for treatment and storage of storm water runoff. See previously attached check list for the site plan submittal requirements. A final Stormwater plan will be required to be submitted for building permit and all previous comments and issue will need to be addressed in addition to the remaining requirements on the checklist for Final Site plan

First Reading 7.5.2011
Second Reading 7.18.2011

ORDINANCE 2011- 24

AN ORDINANCE TO AMEND CHAPTER 110, ENTITLED ZONING,
OF THE CODE OF THE TOWN OF OCEAN CITY, MARYLAND

NOW, THEREFORE, BE IT ENACTED AND ORDAINED BY THE MAYOR AND CITY COUNCIL OF OCEAN CITY THAT CHAPTER 110, ENTITLED ZONING, OF THE CODE OF THE TOWN OF OCEAN CITY, MARYLAND, BE, AND THE SAME IS HEREBY, AMENDED BY REPEALING AND REENACTING WITH AMENDMENT SECTION 110-876, AS FOLLOWS:

Sec. 110-876. Lighting requirements.

(a) Purpose. The purpose of this ordinance is to protect the public health, safety and welfare and to reduce problems caused by improperly designed and installed outdoor lighting by establishing regulations limiting the intensity and location of outdoor lighting. These regulations are intended to reduce light trespass on neighboring properties, reduce dangerous glare on streets, promote energy efficient lighting design and operation, and improve the view of the night sky, while ensuring that adequate light is provided for visibility and security.

(b) Applicability. These regulations shall apply to all luminaires installed on private property after the date of adoption. This section shall not apply in the Downtown Design Overlay Zone.

(c) Nonconforming lighting. Luminaires lawfully installed prior to the adoption of these regulations that do not meet the requirements of this chapter are nonconforming and may continue to be used. A nonconforming luminaire shall be made to conform with the requirements of this ordinance when:

- (1) It is deemed by the Town to pose a safety hazard.
- (2) It is replaced by another luminaire, abandoned or relocated.
- (3) There is a change of use of the property.

(d) Lighting standards (general).

- (1) Generally, all outdoor lighting shall be controlled and focused within the property lines of the premise to minimize light trespass and glare onto adjoining properties.

LAW OFFICES

AYRES, JENKINS,
GORDY & ALMAND, P.A.

SUITE 200
6200 COASTAL HIGHWAY
OCEAN CITY, MD 21842

- (2) Outdoor lighting may not exceed 0.2 footcandle measured at the light-generating property line. This subsection does not apply to a property line that separates two or more lots or parcels in the same block under common ownership, to waterfront properties, or to a property line fronting a public right-of-way (see special applications below.)
- (3) All exterior lighting shall be fully shielded and aimed in such a manner that all light is projected below the horizontal except as provided for in "special applications" below.
- (4) Up-lighting should be avoided to minimize light pollution of the night sky and to prevent light trespass and glare onto nearby properties.
- (5) NFPA Life Safety Code. The illumination requirements of the NFPA Life Safety Code regarding means of egress and emergency lighting shall supercede the requirements of these regulations when a conflict exists.

(e) Lighting standards (special applications).

- (1) Under-canopy lighting for such applications as gas/service stations, hotel/theater marquees, fast food/bank/drugstore drive-ups, and covered ground floor parking areas visible from off the property, shall use flush mounted, recessed, or fully shielded luminaires aimed straight down. The maximum illumination shall not exceed 30 footcandles.
- (2) Lighting of vertical surfaces such as facades, landscaping, signs, flags and displays shall be shielded and shall be installed and aimed so as not to project their output onto nearby buildings and properties, past the object being illuminated, skyward, or onto a public right of way.
- (3) Bayfront and oceanfront lighting. Lighting on open bayfront or oceanfront areas are not subject to the 0.2 footcandle restriction at the waterfront property line. However, the light source must be shielded from view by nearby properties.
- (4) Property lines abutting public rights-of-way. Outdoor lighting may not exceed 2.0 footcandles measured at the light-generating property line unless a higher measurement is caused by a streetlight.
- (5) Illumination levels for other special applications may exceed the standards in paragraphs (d) and (e) with approval by the appropriate approval authority (Planning Commission or Zoning Administrator) when higher minimum illumination is recommended by the Illuminating Engineering Society of North America (IESNA).

(f) Exceptions. The requirements of this section shall not apply to the following:

- (1) Public street lighting
- (2) Temporary lighting for public infrastructure construction or repair projects
- (3) Temporary emergency lighting needed by police, fire, or other emergency responders
- (4) Temporary holiday lighting

- (5) Temporary outdoor lighting. The Mayor and City Council may approve temporary outdoor lighting that is not in conformance with this section for a period of not more than three consecutive days, and not more than four times in any calendar year on any property. In considering such requests, the Mayor and City Council shall consider the public and/or private benefits that will result from the temporary lighting, and any annoyance or safety problems that may result from the temporary lighting.
- (6) Luminaires producing 1,000 initial lumens (roughly equivalent to a 75 watt incandescent lamp) or less may be unshielded provided the property line footcandle limitations are met.

(g) Prohibited lights. The following types of exterior lights are prohibited:

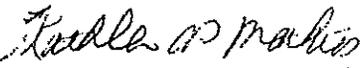
- (1) Laser-source lights, strobe lights and similar high intensity flashing or pulsating lights, except as required by any government law, rule or regulation.
- (2) Searchlights used for advertising, entertainment, or to attract attention to a location.
- (3) Lights producing glare that adversely affects the visibility of motorists on public streets.

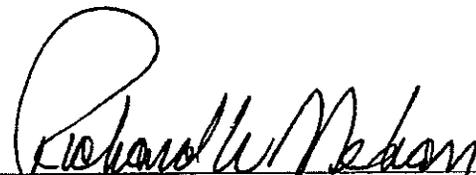
(h) Lighting plans. A lighting plan shall be submitted with an application for site plan approval. The plan shall be of sufficient detail to enable the proper approval authority (Planning Commission or Zoning Administrator) to determine compliance with these regulations, and shall include at a minimum a photometric plan showing the intensity of illumination at ground level expressed in footcandles throughout the property, including on all property lines.

INTRODUCED at a meeting of the City Council of Ocean City, Maryland held on July 5, 2011.

ADOPTED AND PASSED, as amended, by the required vote of the elected membership of the City Council and approved by the Mayor at its meeting held on July 18, 2011.

ATTEST:


KATHLEEN A.P. MATHIAS, Clerk


RICHARD W. MEEHAN, Mayor

Approved as to Form:


GUY R. AYRES III, City Solicitor


JAMES S. HALL, President


LLOYD MARTIN, Secretary

First Reading 1/17/2012
Second Reading 2/6/2012

ORDINANCE 2012- 03

AN ORDINANCE TO AMEND CHAPTER 110, ENTITLED ZONING,
OF THE CODE OF THE TOWN OF OCEAN CITY, MARYLAND

NOW, THEREFORE, BE IT ENACTED AND ORDAINED BY THE MAYOR AND CITY COUNCIL OF OCEAN CITY THAT CHAPTER 110, ENTITLED ZONING, OF THE CODE OF THE TOWN OF OCEAN CITY, MARYLAND BE, AND IT IS HEREBY AMENDED BY ADDING SUBSECTION 110-181(c), AS FOLLOWS:

Sec. 110-181. Application.

...

(c) Design guidelines.

(1) These guidelines do not constitute absolute rules and regulations. They are meant to convey to the developer and design professional the town's desire for quality appearance and to set forth the design elements that should be addressed during the site plan review process. These design guidelines are meant to implement the Comprehensive Plan to Ocean City. They apply to all of the corporate limits of the Town of Ocean City except those areas subject to the Downtown Design Overlay Zone (Chapter 110, Article 23) and the Upper Downtown Design Overlay Zone (Chapter 110, Article 26) and those properties being improved as a single family dwelling. ^{in the zoning zones.} The design guidelines address only the architectural design and appearance of buildings. Other regulations concerning permitted uses, density, bulk, parking, landscaping, signs, etc., shall supercede when inconsistencies may arise.

(2) The application of these guidelines is but one part of the site plan review process. The applicant for site plan approval should submit adequate plans and elevations to illustrate and explain to the Planning Commission how the intent and purpose of these guidelines are being addressed. The Planning Commission shall consider the design and its relation to the guidelines as part of its site plan review duties.

(3) Design elements to be considered. The following design elements should be considered by the applicant for site plan approval.

(a) Neighborhood sensitivity.

- (i) In a neighborhood where visual character is clearly defined, that character should be respected. Elements that establish character include

- A. Building height
- B. Architectural style
- C. Roof style
- D. Architectural massing
- E. Finish materials, ornamentation and detail
- F. Landscaping
- G. Windows and doors
- H. Siding materials

- (ii) In a neighborhood that does not reflect a clear visual character, the designer may have the opportunity to set the standard for future development.

(b) Siting and location of the building on the site.

- (i) Setbacks. Underlying zoning will control setbacks in most cases. In instances where existing setbacks (especially streetside setbacks) differ from those permitted by zoning, the existing pattern should be followed as closely as possible.
- (ii) Corners. Corner lots are particularly important to the visual character of a neighborhood. The same level of interesting architectural treatment (windows, projections, ornamentation, etc.) should be given to all street sides.
- (iii) Shadows. Attention should be paid to the impacts of shadows cast by a new building on existing neighbors. Orientation and stepped-back upper stories can be used to minimize shadows.
- (iv) Building and lot orientation. New buildings and lots should be oriented similar to the existing nearby development. The relationship of buildings to buildings and buildings to streets should be consistent.
- (v) Parking. When possible, parking should be located within or to the rear of the building. When parking is located between a street and building, it should be screened from view by landscaping and/or fencing.
- (vi) Garages. Ideally, garages should not open to the front or streetside. When they must, architectural practices such as recessing the garage or the imaginative use of color or trim should de-emphasize the garage.

- (vii) Mechanical systems, dumpsters and other refuse collection items should be hidden or screened from view.

(c) Architectural envelope.

- (i) Orientation. Building orientation should reflect that of the neighboring properties. For example, where the predominant pattern in a block is gable ends of buildings oriented perpendicular to the street, infill development should be so oriented.
- (ii) Roofs. Infill development and rebuilds should have roof styles, pitches and architectural details that are complementary to the existing neighboring development.
- (iii) Massing and proportions. Massing and proportion of established nearby buildings should be reflected in new development. Massing relates to the overall bulk and size of a building. Proportion has to do with how the parts or elements of a building relate to each other. When similar massing is not possible to achieve, the building facade can be broken into smaller elements creating an illusion of a smaller building more in scale with its neighbors.

(d) Openings.

- (i) Entryways. The principle entry into a building should be apparent and easily identified. It should most often be placed on the front facade. When possible, the height of the entry should reflect that of its neighbors. Ground level entries in a block of raised entries could disrupt visual continuity. Stairs to a principle entry should be interesting from the street. They could be wide, include planters, intermediate landings, decorative banisters, and lighting.
- (ii) Windows. The proportion, size, and detailing of windows should relate to that of neighboring buildings. The ratio of window openings to solid wall should be appropriate. Careful arrangement, placement, proportioning and detailing of windows and trim can add interest, balance and order to the

exterior facade. When possible, window placement should respect the privacy of neighboring buildings.

- (iii) Porches. Porches are encouraged in locations where they have traditionally been part of the streetscape.

(e) Finishes and materials.

- (i) The choice and mix of finishes and materials is important in providing an attractive streetscape environment. Exterior finishes and materials should be consistent and compatible with those existing in the neighborhood.
- (ii) The choice of materials can help express the proportions and massing of a building. Different materials can help define different parts of the building such as the base or an entry.
- (iii) Ornamentation. Structures should have finished architectural facade treatment on all sides visible from a public way or adjoining property. Long facades should incorporate recesses and projections to break up the facade. Architectural interest can be added to large structures by introducing the use of a repeating pattern of change in color, texture and material modules at regular intervals. Ornamentation should be consistent with the predominant style of the neighborhood.

(f) Roof detail.

- (i) Pitched and gabled roofs are encouraged. When this is not practical, false gables and mansards can achieve a similar appearance.
- (ii) Mechanical fixtures on roofs should be hidden from view.
- (iii) For larger structures, variation in rooflines should be incorporated to reduce the scale and add visual interest.
- (iv) Elements such as dormers, eaves, and secondary roof elements over bay windows and porches are encouraged to reduce the impact of large roof areas.

(g) Color. Color schemes should be compatible with the existing structures in the neighborhood. Facades should use subtle or neutral colors with accent applied to trim elements. More vibrant colors should be used sparingly and with discretion.

(h) Additions should pay careful attention to the architectural style of the existing structure so as not to dramatically change the appearance of the structure and the character of the neighborhood.

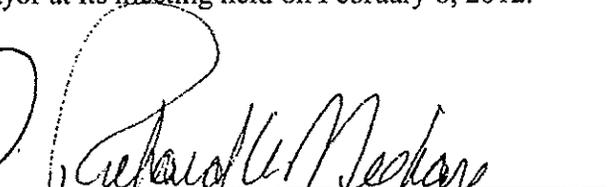
- (i) The scale and mass of the addition should be in keeping with the original structure.
- (ii) Additions should only be constructed on the side or rear of the original building so as not to disrupt the established setback.
- (iii) The roof of an addition should match or complement the design of the original structure.
- (iv) Architectural elements such as windows should respect the prevailing geometry of the original structure.
- (v) Materials used in the addition should be consistent with the original structure.

INTRODUCED at a meeting of the City Council of Ocean City, Maryland held on January 17, 2012.

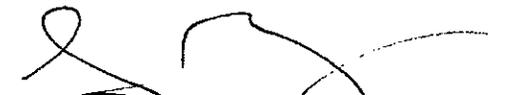
ADOPTED AND PASSED, as amended, by the required vote of the elected membership of the City Council and approved by the Mayor at its meeting held on February 6, 2012.

ATTEST:

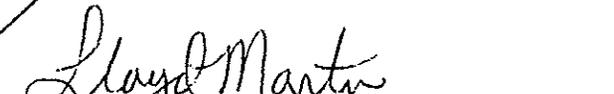

KELLY ALLMOND, Clerk


RICHARD W. MEEHAN, Mayor

Approved as to Form:


GUY R. AYRES III, City Solicitor


JAMES S. HALL, President


LLOYD MARTIN, Secretary