DOWNTOWN WALDORF

VISION PLAN and DESIGN GUIDELINES

Adopted April 13, 2010, by County Commissioners'
Resolution No. 2010-09

Department of Planning and Growth Management,
Charles County, MD

DOWNTOWN WALDORF

VISION PLAN
and
DESIGN GUIDELINES

CHARLES COUNTY COMMISSIONERS

Wayne Cooper, President
Dr. Edith J. Patterson, Vice President
Reuben B. Collins, II
Samuel N. Graves, Jr.
Gary V. Hodge

Melvin C. Beall, Jr., P.E., Director of Planning and Growth Management

CHARLES COUNTY PLANNING COMMISSION

Louis D. Grasso, Chairman
Joseph D. Richard, Vice Chairman
Courtney Joseph Edmonds, Secretary
Stephen M. Bunker
Raymond F. Detig
Joan Jones
Robert E. Mitchell

Mission Statement

The mission of Charles County Government is to provide our citizens the highest quality service possible in a timely, efficient, and courteous manner. To achieve this goal, our government must be operated in an open and accessible atmosphere, be based on comprehensive long- and short- term planning, and have an appropriate managerial organization tempered by fiscal responsibility.

Vision Statement

Charles County is a place where all people thrive and businesses grow and prosper; where the preservation of our heritage and environment is paramount; where government services to its citizens are provided at the highest level of excellence; and where the quality of life is the best in the nation.

CHARLES COUNTY MARYLAND
Where Eagles Fly™

Prepared for: Department of Planning and Growth Management, Charles County, MD
Prepared by: ERM with EDSA, Inc. and Sabra Wang & Associates Inc.

ACKNOWLEDGEMENTS

WALDORF CITIZENS' ADVISORY COMMITTEE
Darlene Breck
Courtney Edmonds
Tyrone Farrar
Mark Larner
Blaine Lessard
Mark MacFarland
Diane Rausch
Alice Revel
Richard Saunders
Mark Stevens
Derek Watson

PROJECT STAFF
Steven Ball, AICP, LEED AP *Planning Director*
Cathy Thompson, *Community Planning Program Manager*
Amy M. Blessinger, *Planner III*
Jason Groth, *Chief, Resource and Infrastructure Management*
Shelley Wagner, *Subdivision and Site Design Program Manager*

TECHNICAL ASSISTANCE
Clive Graham, AICP, *ERM*
Jenifer Huff, *ERM*
Keith A. Weaver, RLA, ASLA, *EDSA*
Wisa A. Kompayak, RLA, LEED AP, ASLA, *EDSA*
Paul Silberman, P.E., PTOE, *Sabra, Wang & Associates, Inc*.

PHOTOGRAPHS/IMAGES/GRAPHICS
EDSA, Inc.

COUNTY COMMISSIONERS OF CHARLES COUNTY, MARYLAND

RESOLUTION NO. 2010-09

WHEREAS, the Waldorf Urban Design Study was initiated in 2008 to create a cohesive, attractive and walkable urban environment that serves as a hub for public transit within the portion of the County designated as Downtown Waldorf, and a *Downtown Waldorf Vision Plan and Design Guidelines* was created in order to implement this Study; and

WHEREAS, the Vision Plan component of the *Downtown Waldorf Vision Plan and Design Guidelines* was created to serve as a guiding document for the implementation of policies and physical improvements that will help create a framework for cohesive development in Downtown Waldorf; and

WHEREAS, a Design Guidelines component of the *Downtown Waldorf Vision Plan and Design Guidelines* was created to provide standards for the design of buildings, landscaping, or other improvements, alterations and changes to be made on a subject land or lands in Downtown Waldorf, as allowed under the provisions of Article 66B of the Annotated Code of Maryland, which empowers the Charles County Commissioners to implement such design standards to assure conformity with the intent and purpose of Article 66B and of the County's Zoning Ordinance, and of the goals and policies set forth in the current 2006 Comprehensive Plan and Associated Sub-Area Plans; and

WHEREAS, the area designated as Downtown Waldorf encompasses areas north of Acton Lane to south of Leonardtown Road, and between Route 301 and the railroad tracks as described in the *Downtown Waldorf Vision Plan and Design Guidelines*; and

WHEREAS, an eleven-member Waldorf Citizens Advisory Committee was appointed by the Charles County Commissioners in order to guide land use and development in Waldorf; and

WHEREAS, public forums were held on March 25, 2008, June 17, 2008, and December 2, 2008, to solicit input from Downtown Waldorf property owners and the public in the development of the *Downtown Waldorf Vision Plan and Design Guidelines*; and

WHEREAS, the draft *Downtown Waldorf Vision Plan and Design Guidelines, July 2009,* was forwarded to the Charles County Planning Commission; and

WHEREAS, public hearings were held on August 17, 2009 and October 19, 2009 by the Charles County Planning Commission in order to receive public comment on the *Downtown Waldorf Vision Plan and Design Guidelines*; and

WHEREAS, a subsequent work session was held by the Charles County Planning Commission on December 7, 2009 to review public comments on the *Downtown Waldorf Vision Plan and Design Guidelines*; and

WHEREAS, the Charles County Planning Commission forwarded the *Downtown Waldorf Vision Plan and Design Guidelines, July 2009* to the Charles County Commissioners recommending its adoption and incorporation by reference into the Charles County Comprehensive Plan; and

WHEREAS, a public hearing was held on March 9, 2010 before the County Commissioners of Charles County in order to receive public input on the *Downtown Waldorf Vision Plan and Design Guidelines*; and

WHEREAS, the public record was held open until March 23, 2010, 4:30 p.m.; and

WHEREAS, a subsequent work session was held by the Charles County Commissioners on April 13, 2010 to review public comments on the *Downtown Waldorf Vision Plan and Design Guidelines*; and

WHEREAS, the *Downtown Waldorf Vision Plan and Design Guidelines* are consistent with the 2006 Charles County Comprehensive Plan; the Economic Growth, Resource Protection, and Planning Act of 1992; and the Smart Growth Areas Act of 1997 by focusing higher-density development in the County's Development District and thus helping to preserve the rural areas of the County; and

NOW, THEREFORE, BE IT RESOLVED, this 13th day of April, 2010, by the County Commissioners of Charles County that the document consisting of text, maps, and graphics, entitled *Downtown Waldorf Vision Plan and Design Guidelines, April 2010,* (shown in Attachment A), is hereby adopted as an amendment and update to the 2006 Comprehensive Plan of Charles County in accordance with Article 66B of the Annotated Code of Maryland.

COUNTY COMMISSIONERS OF
CHARLES COUNTY, MARYLAND

Wayne Cooper, President

Edith J. Patterson, Vice President

Reuben B. Collins, II

Samuel C. Graves, Jr.

Gary V. Hodge

ATTEST:

Denise Ferguson, Clerk

TABLE OF CONTENTS

Tables:

Figures:

PAGE INTENTIONALLY BLANK

1.0 INTRODUCTION

This Vision Plan for Downtown Waldorf is intended to establish an urban-scaled community and identifiable sense of place in the traditional heart of Waldorf. By its geographical location, available infrastructure, rail access and existing transit systems, the area covered by this plan has a promising future as a regional, transit-oriented development node that will sustain the economic viability and growth of Charles County. Downtown Waldorf has the potential to provide a vibrant downtown center for the broader Waldorf area and Charles County.

The Downtown Waldorf area is part of the "Development District" identified in the 2006 Charles County Comprehensive Plan. The 2004 Waldorf Sub-Area Plan identifies Waldorf as Charles County's and southern Maryland's principal center of population, employment and commerce. Waldorf's development pattern has been largely suburban in character, resulting in a thriving US 301 strip commercial corridor and a parallel Old Washington Road corridor with older residential, commercial and industrial land uses, both surrounded by supporting residential communities.

The Downtown Waldorf Vision Plan is the outcome of the Waldorf Urban Design Study: a study undertaken in 2008 to create more detailed plans for the Acton and Waldorf Activity centers, two of four activity centers identified in the Waldorf Sub-Area Plan. The Waldorf Activity Center was identified in the 2004 plan as the blocks surrounding the intersection of Old Washington Road and Leonardtown Road, between US 301 and the CSX railroad, from the north side of the Old Waldorf School to the south side of the Hamilton Center. The Acton Activity Center included the blocks surrounding the intersection of Old Washington Road and Acton Lane, between US 301 and the CSX railroad, roughly extending from the Go-Kart track north of Wal-Mart to the south side of the Waldorf Warehouse.

The Waldorf Citizens' Advisory Committee played a key role in the creation of the Downtown Waldorf Vision Plan. The Committee provided ideas, recommendations and comments on every stage of the development of the Downtown Waldorf Vision Plan, design guidelines and zoning regulations.

2.0 VISION PLAN GOALS AND DESIGN PRINCIPLES

This vision embraces the State's smart growth principles and aims at providing an alternative to suburban sprawl in Charles County. The Vision Plan has the following planning goals:

- Make the study area a downtown center, an attractive focal point for the larger Waldorf community and a destination with a unique sense of place not offered elsewhere in Waldorf.
- Incorporate a transit-oriented development approach with higher density mixed-use development around a future light rail line and light rail stations.
- Establish a well balanced mix of uses including commercial, service, residential, institutional, and recreational.
- Create urban districts which are lively 18 hours per day through the mix of uses.
- Create a pedestrian- and bicyclist- friendly environment that puts the emphasis on people rather than automobiles.
- Create attractive and functional streets which provide motorists with choices that help to disperse rather than concentrate traffic volumes.
- Increase real estate values.

From the planning goals a set of supporting design principles were developed:

- Establish a dense, urban character with vertically integrated mixed-use development.
- Encourage first floor retail use along the Old Washington Road, Leonardtown Road and Acton Lane corridors and allow for it along other streets.
- Develop an attractive, pedestrian-friendly built environment.
- Establish design standards that will result in high quality architecture and site design.
- Incorporate lands for public and private parks, landscaped amenities and open spaces.
- Expand the street network to provide alternative routes for circulation.
- Design streets that reduce vehicle speeds through traffic calming elements and reduced roadway cross-sections.
- Reduce and manage stormwater through on-site measures such as green roofs, bio-swales, rain gardens, and off-site shared facilities.
- Encourage shared parking facilities, parking structures and other strategies to reduce the impact of parking.

3.0 OPPORTUNITIES AND CHALLENGES

A photographic inventory and analysis of existing physical conditions was conducted within the Activity Centers and the Old Washington Road corridor. The analysis identified assets and opportunities to be built upon as well as issues and challenges that would have to be overcome.

The following opportunities were identified:

- Underutilized sites.
- Expansion of development potential through revised zoning.
- A differing character of development within the Waldorf and Acton Activity Centers that could support variety in approaches to urban design.
- The potential for future transit/light rail focus for the Activity Centers.
- A potential "Community Center" focus around the Old Waldorf School and Jaycees Building.
- The potential to link the Waldorf and Acton Activity Centers to create a larger Downtown Waldorf, by incorporating the Community Mixed-use area along Old Washington Road identified in the Waldorf Sub-Area Plan.

The following challenges to implementation of the Vision Plan were also identified:

- Making a big enough change in the area to create a recognizable new development direction.
- Need for property consolidation and property owner commitment to facilitate redevelopment projects.
- Coordination of new development or redevelopment with provision of needed transportation facilities: road improvements, new roads, parking and transit.
- Development of the public realm and infrastructure to a higher standard than currently exists.
- Phasing of public improvements (roads, open space, stormwater management) and private development, so that both happen in a complementary manner rather than on a random, site-by-site basis.

These opportunities and challenges are incorporated into the Downtown Waldorf Vision plan. Figure 1 shows the Vision Plan. Figure 2 shows the zoning districts used to provide the regulatory framework to implement the plan (for convenience, all figures are grouped together at the end of this Vision Plan).

The original intent of the Waldorf Urban Design Study was to establish separate urban development plans for the Waldorf and Acton activity centers. However, through the analysis, an opportunity emerged to create a larger, regional scale Waldorf Downtown that would include the two Activity Centers in the study as well as the development potential of a large development site to the east (the "Chaney Enterprises site" or "Chaney site"). Inclusion of the Chaney site reinforced the potential for establishing a transit-oriented "Downtown Waldorf" with two future light rail stations, one south of Leonardtown Road and one north of Acton Lane. These opportunities prompted the spheres of influence for the Activity Centers to be expanded to include all sites within a roughly ten-minute (½ mile) walking radius of the Old Washington Road/Leonardtown Road intersection and Old Washington Road/Acton Lane intersections (Figure 3).

The Downtown Waldorf Vision Plan incorporates a more aggressive development pattern than originally proposed in the Waldorf Sub-Area Plan, suggesting that some US 301 frontage sites have potential to become gateways for the Activity Centers and the larger Waldorf downtown, rather than remaining strip commercial development oriented solely toward US 301. The Vision Plan is also more aggressive in suggesting interior block redevelopment of parcels that do not front on the primary north-south and east-west roads. The block redevelopment would accommodate larger building footprint sizes in keeping with current development practices. The Activity Centers are expanded to the south for the Acton Activity Center and to the north for the Waldorf Activity Center to include areas along Old Washington Road proposed for a separate Community Mixed Use zone in the 2004 Sub-Area Plan.

4.0 KEY DESIGN ELEMENTS SHAPING THE ACTIVITY CENTERS

This Vision Plan recommends creation of two zoning districts within the study area: the Acton Urban Center Zone and the Waldorf Central Zone (see Figure 2). The different characters of these zoning districts were developed based on existing development character and community assets and the need to respond to the differing conditions and opportunities along the Old Washington Road corridor.

The northern activity center, the Acton Urban Center, is planned as a higher density development node, transitioning to the southern activity center, the Waldorf Central, which will be a medium-density, commercial and civic district.

4.1 WALDORF ACTIVITY CENTER

The Waldorf Central Zone is planned to gradually evolve from older, single-family residential and commercial uses to a high-quality, medium-density district with a mix of uses, including townhouse, apartment, loft and condominium residences, retail stores and services, offices and civic or institutional uses.

This area is commonly recognized as the core of "Old Waldorf." Developed properly, it has the potential to regain its role as a focal area for the community, with an attractive, built environment and the charm and appeal of a traditional town center

As defined and illustrated in this Vision Plan, the design guidelines, and the zoning regulations for the Waldorf Central Zone, the Waldorf Activity Center includes:

- Development at densities and intensities high enough to support bus transit and light rail.
- A traditional architectural theme to complement, not match, the existing Hamilton Center, Volunteer Fire Department Station and Old Waldorf School.
- Two- to five-story buildings providing residences, employment and services as well as educational, government, and institutional uses.
- A pedestrian friendly streetscape with consistent building frontage and animated building facades that provide visual interest and patronage on primary and secondary streets.
- A grid street network.
- Urban plazas and pocket parks that blend with the existing fabric and are implemented with new infill development.
- A new town square at the Jaycees Community Center and Old Waldorf School, and a linear public park extending east of the town square. The town square would serve as a community focal point.
- An expanded "Civic Campus" around the Jaycees and Old Waldorf School sites with the addition of future County facilities in this area, such as a library, arts center, youth center, senior center.
- A Transit Center on the south side of Leonardtown Road along the CSX line.
- Greenway corridors, preserved or reestablished, for storm water management and natural park amenities.

4.2 ACTON ACTIVITY CENTER

The Acton Urban Center Zone is planned to serve as a future regional transit-oriented development node. Higher density, pedestrian-oriented, mixed-use development would be focused within a 5-10 minute walk from a transportation hub. Integration of transit, walkways, streetscape and buildings is envisioned, especially the area immediately surrounding the transit station. The recommended uses include mixed-use commercial, offices, apartments, lofts, and condominiums. Transit-supportive uses that will generate higher pedestrian use are encouraged.

The Acton Activity Center includes:

- Larger block redevelopment with three to ten-story buildings providing retail/commercial, employment and service oriented businesses and a smaller residential emphasis.
- Development blocks and a grid road system that have flexibility for future increases in development density and transit oriented development.
- Pedestrian connections and streetscape improvements to accommodate bus transit and light rail.
- Mixed-use redevelopment with ground floor commercial/retail businesses on street level frontages along Acton Lane, Old Washington Road and proposed new east-west cross streets linking US 301 with future transit stations.
- Waldorf's primary light rail/multi-modal transit center, located in the Acton Activity Center due to its proximity to future Post Office Road and Acton Lane extensions to MD 5. The Acton Transit Center should be located on the north side of Acton Lane to maximize the distance between the Waldorf and Acton stations and serve as a catalyst for higher density, transit-oriented development.
- A recognizable gateway to the greater Downtown Waldorf at the Acton Lane/US 301 intersection.
- Greenway corridors, preserved or reestablished, for storm water management and natural park amenities.

5.0 KEY ELEMENTS OF THE VISION PLAN

The development structure and urban pattern of Downtown Waldorf require a combination of elements including: 1) land uses and land use mix, 2) public realm (streets, parks and open spaces), 3) new roads and roadway improvements, 4) transit, 5) shared and centralized parking, 6) walkway and bikeway linkages, and 7) storm water management. The elements are interdependent, relying on each other to achieve the overall vision. Figure 1 shows the combination of these elements into a unified plan.

5.1 LAND USE PATTERN AND MIX

The northern portions of the Old Washington Road corridor are currently primarily dedicated to industrial uses, automotive services, trucking operations and distribution centers, while the southern portion, around Leonardtown Road, has a somewhat different mix of traditional retail, commercial services, and institutional /public uses. Historically Waldorf has seen a development pattern of single-use sites, with individual commercial businesses separate from residential or office development. Only recently has Waldorf begun to see proposals for mixed-use development; however most of these proposals rely on horizontal mixes of uses on a site rather than vertically integrated uses within a single building. This development pattern is due to the perceived market support in the region as well as the experience of builder/developers in the Waldorf area.

The Downtown Waldorf Vision Plan seeks to encourage vertically integrated, mixed-use development as the primary land-use in the Waldorf and Acton Activity Centers. Figure 1 on page 15 illustrates mixed-use development along primary street corridors (Old Washington Road, Acton Lane and Leonardtown Road), as well as streets leading into and immediately surrounding the future light rail stations. Mixed-use is envisioned as having retail or commercial service uses on the ground floor with either office, residential or civic uses on the upper levels. Office uses are proposed for the secondary connecting streets and blocks between Old Washington Road and US 301 and medium to high density residential is recommended for secondary connecting streets between Old Washington Road and the CSX line. Medium to high density residential is also recommended east of the Jaycees Community Center and Old Waldorf School along the linear park corridor. These areas would be well positioned for senior housing in close proximity to neighborhood retail, community and public services.

The Vision Plan is designed to develop around and complement existing developed areas, allowing for phased redevelopment. Over time, some existing buildings along Old Washington Road and Leonardtown Road that are retained in the early phases of the plan (highlighted with gray hatch on Figure 1) will most likely be removed through private sector redevelopment initiatives. The Hamilton Center, Volunteer Fire Department and Old Waldorf School are the most likely facilities to remain in the future. Other areas are envisioned to redevelop based on new zoning regulations and design guidelines that encourage higher density and greater mix of development than is currently permitted.

5.2 PUBLIC REALM

The Urban Design Study area is almost void of public realm amenities with the exception of some sidewalks along Acton Lane, Leonardtown Road and the southern portions of Old Washington Road. Open space amenities are limited to the areas surrounding the Jaycees Community Center, the Old Waldorf School and the Hamilton Center. For the Downtown Waldorf Vision Plan to be successful it will be important to balance private development activity with new public realm improvements, such as streetscapes, parks and open spaces, to create an inviting urban environment sparking new investment. The following public realm improvements are recommended and are illustrated in the Downtown Waldorf Design Guidelines. The major proposed park and open spaces areas are labeled on Figure 1.

- **Streetscape improvements** are recommended along all street corridors. The hierarchy of streetscape treatments (width, materials, furnishings, etc.) is intended to parallel the street classifications that are discussed in the next section, with major collector streets receiving the highest quality. Specific details for each of the streetscape types can be found in the proposed street cross-sections (Figures 5 through 8) and supporting public realm design guidelines (Part 4.0 of the Downtown Waldorf Design Guidelines).
- A new one to two acre **town square park/plaza** is recommended for the area between the Jaycees Community Center and the Old Waldorf School, and is envisioned as a multi-purpose outdoor space designed for community events, outdoor concerts and movies, and a farmers' market.
- Extending from the Town Square is a two to three acre **Civic Greenway** extending from the Town Square to a proposed natural park, trails and wetlands area along the CSX railroad. The proposed Civic Greenway is the core urban public open space of the Waldorf Downtown. Incorporating urban landscaping and passive park features, this park is intended to be a center of outdoor

activity and organized events and will be a major contributor to the area's urban character and sense of place.

- Two natural green corridors are recommended: the **"Central Greenway"**, located south of Holly Lane between US 301 to the existing CSX railroad, and the **"Acton Greenway"**, located south of Acton Lane stretching from Acton Square to the CSX railroad.
- A series of small, **private pocket parks** is also recommended along the Old Washington Road Corridor associated with each block of new private development. These parks are intended to help private development meet on-site open space requirements while providing a network of green spaces and streetscapes (like beads on a string) that create visual appeal and interest.
- To help buffer new development from the railroad and to improve north-south connections for pedestrians and cyclists, a **north-south greenway rail-trail system** is proposed along the west side of the railroad. This trail system is envisioned to link the existing Terrace Drive neighborhood with the future Waldorf light rail station, the Waldorf Center Civic Greenway and town square, Oak Manor neighborhood, Central Greenway, Acton Greenway and possibly the future Acton light rail station.

The park spaces listed above are primarily located around existing wetland, woodland or drainage areas. Each of these areas was assessed as potential locations for natural open spaces that can contribute to a network of greenways and could also be used for regional or shared storm water management facilities outside of the designated wetland buffers.

5.3 ROADWAY NETWORK AND STREET HIERARCHY

The Waldorf Urban Design Study area is currently served by three primary streets: Old Washington Road, Acton Lane and Leonardtown Road; secondary streets: Holly Lane, Central Avenue and Terrace Drive; and a series of "cut-through" parking lot driveways. Under current land use patterns the street system moves traffic fairly well; however, as the Waldorf Downtown begins to grow more dense and varied in its land use pattern, additional street linkages will be needed. Figure 4 shows a grid street network and street classifications for the study area.

For development to reach its full potential in Downtown Waldorf, streets will have to be implemented in a phased manner to transition to an urban grid network which offers motorists, cyclists and pedestrians more choices while expanding sites with public street frontage.

5.3.1 Primary Access Roadways

Based on the potential mix of land uses, the distribution of vehicle trips to and from the Activity Centers will not be as skewed as a typical commuter facility such as US 301, but rather oriented in all directions. Vehicular access to the Waldorf and Acton Activity Centers is proposed via the following roadways:

- US 301 – State owned
- MD 5 Business (Leonardtown Road) – State owned
- Acton Lane – County owned
- Old Washington Road – County owned
- Holly Lane – County owned
- Holly Tree Avenue extended – County owned
- Terrace Drive – County owned, and,
- Two new County-owned roads proposed to provide access from US 301 to future light rail stations (shown on Figure 4 on page 18.)

5.3.2 Roadway Network Hierarchy

The proposed roadway network hierarchy is based not only on the mobility and access functions of roads for motor vehicle traffic, but also the ability to serve other modes of travel and create a sense of place.

The Charles County Roads Ordinance includes standards for Urban Major Collectors, Urban Minor Collectors and Urban Local Roads. Within the Waldorf Urban Design Study area, parallel classifications are used: Waldorf Urban Major Collector, Waldorf Urban Minor Collector and Waldorf Urban Local Road. The Waldorf designation refers to the road sections in Figures 5 through 8 of this plan, which may differ in some details from other County road standards. These Waldorf Urban Road sections take precedence over the urban road standards applicable in other areas of the County and shall apply within the Waldorf Downtown area. For clarity, they should be incorporated into the Charles County Roads Ordinance.

The following road classifications apply within the Downtown Waldorf study area. The assumed traffic volumes for these road classifications are higher than the volumes stated in Section 72 of the Charles County Subdivision Regulations for major collector, minor collector and local roads. Based on the anticipated traffic within this urban-scaled environment, the volumes stated in this Vision Plan supercede the lower volumes assumed by the Subdivision Regulations.

Arterial Highway (US 301, MD 5 Business)

Arterial roads are connectors of major centers of activity with the highest traffic volumes and longest trip lengths. Arterials connect lower functional roadways to fully controlled access facilities such as freeways and expressways. Service to abutting land uses is generally subordinate to service of major traffic movements. Daily highway traffic volumes are usually in excess of 25,000 vehicles per day.

U.S. 301, a principal arterial highway, borders the study area and serves regional commercial and mixed uses. Alternatives for upgrading US 301 are being evaluated by the Maryland State Highway Administration (SHA). The selection of a preferred alternative and approval for final design is expected in late 2009; however, no funding for construction has yet been earmarked. The preliminary estimated cost is $1.1 billion and tolled options are under study. All build condition alternatives include new grade-separated interchanges at US 301 and MD 5 (Mattawoman-Beantown), US 301 at Acton Lane, and US 301 at MD 5 Business (Leonardtown Road). The County's stated preference for US 301 is a new non-tolled Western Bypass and interchange upgrades to the existing US 301 roadway.

MD 5 Business (Leonardtown Road), an intermediate arterial road, is also under study by SHA between US 301 and Post Office Road for streetscape, intersection improvements, access controls, and pedestrian improvements. Within the Downtown Waldorf area, this road should serve mixed-use, commercial and institutional uses. MD Business 5 is shown as a Waldorf Major Collector on Figure 4, the Street Hierarchy, because the character of Downtown Waldorf will be enhanced if streetscape improvements consistent with those recommended for Major Collector roads are applied.

Waldorf Urban Major Collector (Acton Lane and Old Washington Road)

An urban major collector is a long-distance, medium speed vehicular corridor that traverses an urbanized area. Major collectors carry local bus routes and provide intra-community continuity but do not penetrate neighborhoods. Daily urban major collector traffic volumes are usually between 10,000 and 25,000 vehicles per day.

Waldorf urban major collectors provide the central focus of Downtown Waldorf. They should be urban and pedestrian-oriented in character with parallel parking where feasible and buildings aligned along or near the right-of-way edges. Uniform building frontages with animated front façades are fundamental to a successful, vibrant environment. Wide sidewalks with high-quality material and finishes should be used to accommodate high-volume pedestrian traffic. These streets will serve properties envisioned for mixed-use, commercial, and institutional uses.

Sections are provided for two types of Waldorf Urban Major Collectors: Type A, Acton Lane and Type B, Old Washington Road. Type A is proposed to have a landscaped median divider, while Type B would not have a median divider. Both types are to have raised curbs, on-street parallel parking during off-peak hours, wide sidewalks, and side medians planted with trees.

Waldorf Urban Minor Collector (Holly Lane, Central Avenue, Holly Tree Avenue extended, new east-west roads to future transit stations)

Urban minor collector streets provide access and traffic circulation within urban areas, traversing neighborhoods and communities and collecting and distributing traffic between local streets and major collector streets. Average urban minor collector street daily traffic volumes are usually between 2,500 to 10,000 vehicles per day.

The Waldorf Urban Minor Collectors will provide access to future transit stations and serve mixed use and multi-family residential areas along the existing and proposed east-west street system. The streets provide frontage for medium-or high-density buildings and provide vehicular connections throughout the centers and adjacent sites. Urban minor collectors are urban, low-speed roads with wide sidewalks, full-time parallel parking, trees in individual planters or planting strip areas, and buildings aligned with narrow setbacks. Development fronting Waldorf Urban Minor Collectors will contribute to urban streetscape character with animated front facades.

Waldorf Urban Local Road (Terrace Drive, new east-west and north-south grid connections)

Urban local roads permit direct land access and connections to the higher order streets, and provide little or no mobility for through traffic movements. Through traffic is typically discouraged by design or by signage. Urban local roads provide frontage for medium and lower-density buildings. Average traffic volumes are usually less then 2,500 vehicles per day.

The Waldorf Urban Local Roads serve residential uses with supporting mixed-use development along the north-south and east-west streets not mentioned above. These streets provide secondary circulation and function as frontage streets for medium-density residential areas. Small-scale and low speed by nature, these streets have optional on-street parking and buildings aligned along narrow setbacks. Sidewalks may be narrower than along collector

streets and street trees should be within continuous planting strips.

Service Streets and Alleys

Service streets and alleys are narrow rights-of-way servicing the rear of properties behind a local or collector street. They provide access to the rear of buildings, on-site parking, trash/utility enclosures and accessory structures. Alleys may be publicly or privately owned, and have no sidewalks, landscaping, parking or building setbacks. Alleys are used by trucks and must accommodate dumpsters. Alleys are usually paved to their edges, with center drainage via an inverted crown.

5.3.3 Typical Roadway Cross-Sections

Table 1 summarizes the recommended roadway cross-section elements for the Waldorf Activity Center roadway network. The arterial roads are not included as they are state roads.

Table 1. Summary of Waldorf Activity Center Roadway Cross-Section Elements

Roadway Type (Design Speed – mph)	Right-of-Way	# of Travel Lanes (total both directions)	Min. Travel Lane Width	Parking	Minimum sidewalk Width	Bicycle Lanes?	Traffic Calming	Minimum planting strip width
Waldorf Urban Major Collector Type A (35) (Figure 5)	94’ - 102’	4 (divided)	12’	Off-peak	8’	Yes (4’ floating)	n/a	6’ side + 10’ median where feasible
Waldorf Urban Major Collector Type B (35) (Figures 5.1 and 5.2)	72’ -102’	2 or 4	12’	Off-peak	8’	Yes (4’ floating)	n/a	6’ side
Waldorf Urban Minor Collector (30) (Figure 6)	70’ to 76’	2	12’	Full-time (8’)	8’	Shared lane	Chokers, chicanes, humps, tables	6’ side
Waldorf Urban Local (25) (Figures 7, 7.1, and 7.2)	54’ to 60’	1 or 2	11’	Full-time one side (8’)	6’	Shared lane	Chokers, chicanes, humps, tables	6’ side
Waldorf Alley (25) (Figure 8)	20’ to 35’	1 or 2	12’	No parking	n/a	No	n/a	0’

Notes:
1. Additional lanes may be needed at intersections.
2. All non-signalized intersections would provide ADA curb ramps.
3. All signalized intersections would provide audible pedestrian signals with countdown indicators.
4. Marked pedestrian crosswalks should be provided at intersections where there is a traffic control, signal or stop sign, and at other intersections where the County determines that a pedestrian crosswalk is desirable for pedestrian safety and convenience.
5. “Floating” bicycle lanes are illustrated in Figure 9.

In recognition of the limited ability of roadway improvements alone to carry increased traffic loads, improving multi-modal access and reducing vehicular demand on the transportation network is perhaps the largest challenge in accommodating the proposed development program. To be successful, multi-modal connections must serve Activity Center residents, workers and visitors, and connect on a regional level to other major activity centers and transportation elements. The following sections discuss strategies for implementation and/or further study.

5.3.4 Future Roadway Capacity and Level of Service

The following roadway improvements, as well as the new street connections shown on Figure 4, are recommended for construction as part of the development of Downtown Waldorf:

- Acton Lane upgrade to Waldorf Urban Major Collector
- Old Washington Road upgrade to Waldorf Urban Major Collector
- Holly Lane extension
- Holly Tree Avenue extension

The following road improvements would be built as part of the development in surrounding areas:

- Western Parkway extension
- Acton Lane – Post Office Road connection
- White Oak Road extension

With these roadway improvements in place, the future traffic load *at the time of full build-out* of the Downtown Waldorf Vision Plan could be accommodated while maintaining a level of service grade E or better on County-owned roadways during the commuter peak hours.

A level of service grade D is typically the standard on all State roadways and most local jurisdictions, the Vision Plan recommends accepting a slightly higher degree of congestion at full build-out of what will be a downtown urban area where alternative travel choices are available.

In the interim, new development will be required to comply with the peak and off-peak level of service D requirements established in the Zoning Ordinance. Improvements, such as roadway or intersection widening, to achieve level of service D could be inconsistent with the Vision Plan's goals and design principles to create a grid network with attractive, functional streets and a pedestrian- and bicycle-friendly environment. In such cases, in lieu of widening, alternate types of transportation improvements could be required to meet the level of service D requirements. Examples could include construction of or fee-in-lieu contributions to off-street public parking, road grid network development, transit, or streetscape improvements.

5.4 TRANSIT

The Downtown Waldorf Vision Plan incorporates and supports transit improvements to strengthen links with the Washington area. During the Waldorf Urban Design Study, the Maryland Transit Administration was conducting a study examining routing alternatives for either a future Bus Rapid Transit or Light Rail Transit corridor linking White Plains and Waldorf with the Branch Avenue Metro station. The Downtown Waldorf plan and the light rail transit line are mutually reliant on one another for their future success. The light rail requires urban densities to ensure adequate ridership and the urban centers need light rail to encourage higher density mixed-use, office and residential development.

Implementation of the Downtown Waldorf Vision Plan recommendations will require that the Activity Centers be served by both local and regional transit service.

5.4.1 Local Transit – Establish an Activity Center Shuttle Service

To enhance existing local transit service, it is suggested that the County develop a Downtown Waldorf shuttle service with circulatory routing and frequent headways that would exclusively serve downtown Waldorf. The transit service should be supplemented with new bus shelters and 'NextBus' real-time signage. The shuttle service should be operated by a single entity, publicly-available, and serve a variety of markets. Fast and frequent 10 to 12 minute headways are suggested, with 25-40 seats per vehicle, and service 7 days/ week from the early AM to late PM. Stops should include transfer locations such as future Light Rail stations as well as major parking facilities. An annual operating budget of $600,000 to $750,000 would be expected (source: MTA Baltimore City neighborhood shuttles).

5.4.2 Regional Transit – Express Bus Service

The Maryland Transit Administration currently operates commuter bus service from Southern Maryland, including Waldorf, to Washington, D.C. The service originates locally at several commuter park-and-ride lots. As the Waldorf Downtown develops, the County and State should consider routing the commuter bus service to the proposed Waldorf Transportation Center.

5.4.3 Regional Transit – Bus Rapid and Light Rail Transit

The County's long-range goal is to establish a connection to the Washington Metro system by constructing a Bus Rapid Transit or, preferably, a Light Rail extension from the Branch Avenue Metro to Waldorf and White Plains. Currently, the

Maryland Transit Administration is working with both Charles and Prince George's County to identify a preferred transit alignment and preserve future rights-of-way. In the Waldorf area, there are five proposed stations (Gateway, Acton, Waldorf, St. Charles and White Plains). After careful consideration of alternative alignments along US 301 and Old Washington Road, the Downtown Waldorf Vision Plan recommends a route for the light rail line parallel to the west side of the current CSX rail line. This route would best serve transit-oriented development in the study area as well as future development on the Chaney site.

The Downtown Waldorf plan envisions and accommodates sites for two future light rail stations; one to the north of Acton Lane serving the Acton Center and one to the south of Leonardtown Road serving the Waldorf Center. The stations should ideally have access from both the west and east to maximize the potential ridership to and from Waldorf. The station location and alignment have implications for other elements of the transportation network, including the need for coordinated facilities such as:

- commuter parking facilities adjacent to potential station locations;
- staging and drop-off zones for local transit connections including bus and taxi; and
- bicycle and pedestrian connections to potential station locations.

Additional urban design impacts include maximizing density around the stations, potential for development above the station or adjacent parking facilities, and maintaining service and loading areas where buildings may have frontage on both the transit side and street side.

5.4.4. Transportation Center

To encourage multi-modal travel, a Transportation Center is recommended. The Transportation Center will serve as a multi-modal hub where connections between private vehicular, taxi and car share, pedestrian, bicycle, local bus (VanGo), and commuter bus (MTA) modes can be made. The Transportation Center must be easily accessible by all modes to be successful. A minimum of 1,000 parking spaces is suggested, with shared usage (i.e. leased private daytime (commuter) or night-time (resident) parking) and opportunity for retail or office space. Initially, this Transportation Center should be constructed as a surface parking lot, and structured parking levels added as development occurs.

The Transportation Center should have a location within the Downtown Waldorf area with direct access to collector roads, within convenient walking distance to major activity centers, retail, etc. A site in close proximity to a potential light rail station in the area near the intersection of Old Washington Road and Acton Lane (included in the aforementioned MTA study) is recommended (see light rail station on Figure 1, page 15).

As an initial step towards the creation of a Transportation Center, it is suggested that several existing and/ or planned satellite park and ride lots
be consolidated and relocated into the Transportation Center, such as those located south and east of the Activity Centers. This action would provide a catalyst of vehicular and pedestrian traffic volumes for new business to locate within the Activity Center, as well as create a focus for the provision of transportation resources within the Activity Center.

Examples of Transportation Centers are shown in Fort Worth, Texas (below) and Minneola, New York (bottom).

Transportation Center Designs – traditional and contemporary

5.5 PARKING

Balancing parking demand and supply will have an important influence on the long-term success and viability of Downtown Waldorf as a walkable, transit-oriented town center. Providing too much inexpensive parking may discourage people from using other modes of travel and limit the potential for a more balanced mode share. However, providing too little or too costly parking may deter potential residents, employers and customers from living, working and patronizing downtown.

Early phases of the redevelopment are envisioned to be served by surface parking. As the market momentum gains strength in the future, higher development densities and associated parking structures would be feasible, especially around the light rail stations.

5.5.1 On-Street Parking

On-street parallel parking should primarily serve short-term commercial land uses and should be provided along all roadways, as noted in Table 1. To maximize the use of curbside spaces, consider installing automated parking machines on each block instead of traditional parking meters.

5.5.2 Off-Street Parking

The overall approach to off-street parking should be a 'Park Once' philosophy, whereby visitors to or residents of the activity centers are able to park their car in a convenient location and reach multiple destinations by walking, bicycling or using transit. This maximizes the use of parking resources and reduces vehicular travel. The following actions are proposed to accomplish this goal:

- Develop an effective urban parking system to consolidate parking into centralized, shared, consumer-oriented facilities in each downtown grid block;
- Develop clear, permanent wayfinding signage for motorists; and;
- Integrate intermodal connections from parking facilities, bus stops, sidewalks and trails.

5.5.3 Shared Parking

Another means of maximizing the efficiency and use of parking facilities is to encourage the joint use, or sharing, of parking facilities due to the variation in peak parking loading for different land uses. Table 2, on the right, summarizes excerpts from Charles County Zoning Code Chapter 297, Article 340 for assumed utilization percentages for key land uses within the Activity Centers. The implementation of shared parking can be expected to reduce overall parking supply by 15% to 20%, before considering the effect of parking demand management strategies such as car shares, carpools, etc.

5.6 PEDESTRIAN AND BICYCLE ACCOMMODATIONS

Pleasant and convenient pedestrian travel will be provided by means of the sidewalk and streetscape amenities recommended along roadways and the recommended trails within the greenways. The following facilities are recommended to implement an interconnected bicycle network and bicyclist amenities:

- Bicycle depot at the Transportation Center with bicycle valet, bicycle lockers, and bicycle rental;
- Bicycle racks at all major public parking facilities;
- Floating Lane (Class II) bicycle facility on Acton Lane and Old Washington Road (curbside bicycle lane during peak hours and adjacent to parking lane during off-peak hours as shown on Figure 5);

Table 2. Summary of Shared Parking Ratios

		Weekday Utilization			Weekend Utilization	
Land Use	**Parking Ratio Per Zoning Code**	**Day**	**Evening**	**Night**	**Day**	**Evening**
Residential	2 to 2.5 Spaces per Dwelling Unit	70%	100%	100%	90%	100%
Office	5 Spaces per 1,000 SF	100%	10%	5%	10%	5%
Retail	5 Spaces per 1,000 SF	60%	90%	5%	100%	70%
Restaurant	1 space per 3 seats/ 2 spaces per employee.	50%	100%	10%	100%	100%
Hotel	1 space per room plus employee parking	75%	100%	75%	100%	100%

- Share-the-road facilities (Class III) on Holly Lane, Holly Tree Avenue, Central Avenue, Terrace Drive and all Waldorf Urban Local Roads , as shown on Figures 6 and 9; and
- Exclusive shared-use path right-of-way (Class I) along the Rail-Trail greenway.

The bicycle facility classes used above refer to the classifications of bicycle facilities from AASHTO (Guide for the Development of Bicycle Facilities, 3rd edition). All bicycle floating lanes and share-the-road facilities must be clearly marked and signed to provide clear guidance and maximum safety for bicyclists and motorists.

5.7 STORMWATER

Managing stormwater is one of the major challenges for redevelopment of Downtown Waldorf. Stormwater management must meet increasingly rigorous standards that favor environmentally sensitive design. The Maryland Department of the Environment has begun the formal process for adopting new stormwater management regulations to implement the 2007 Stormwater Management Act. How the regulations will apply to redeveloping urban areas like Waldorf is not yet fully understood.

Current storm water management facilities in the study area occur on a site by site basis through the use of dry detention basins or wet retention ponds. The net effect is a series of facilities that are not linked or well maintained and offer little to no environmental benefit beyond water filtering, retention and detention. The Vision Plan envisions stormwater being managed partially on-site and partially off-site. On-site management will incorporate best management practices (such as rain gardens, pervious pavements, bioswales, green-roofs, and storage tanks for irrigation use.) to manage as much water quality volume as possible to reduce the amount of stormwater needing to be managed and treated in regional stormwater management facilities[1].

Off-site management is envisioned in approximately four to six publicly owned (or eased), shared, dual purpose facilities that manage stormwater and also provide park and/or open space amenities for the activity centers. A planning level estimate of off-site stormwater management needs is approximately 15 acres and these are incorporated into the Vision Plan (Figure 1). The off-site facilities would be funded by capital funds, for the initial investments in land, storm drains, and site preparation/ development. Options for repayment of capital funds and ongoing maintenance could include a fee-in-lieu (per the County's current stormwater management ordinance) and a special stormwater utility taxing district for the activity centers.[2]

[1] When the term regional is used, it does not mean large regional facilities like O'Donnell Lake, but instead refers to smaller, shared facilities where one facility manages stormwater for two or more parcels.

[2] As part of the Vision Plan development process a technical memorandum 'Stormwater in Waldorf Activity Centers' was prepared (October 6, 2008). This memorandum summarizes the proposed approach for managing stormwater in the Waldorf Activity Centers, identifies models for how regional stormwater would be funded, operated and managed, and gives contact information for jurisdictions near Charles County engaged in practices or elements comparable to what is being proposed for Waldorf.

6.0 IMPLEMENTATION

Translation of the Downtown Waldorf Vision Plan into reality will require resources and commitment from Charles County, property owners, the business and financial community, and State and federal transit-funding agencies. The zoning regulations and design guidelines will guide the form, design and function of development when it occurs, but to be effective there must be investment by the public and private sectors. Public sector investment in roads, transit, streetscape improvements, open space and stormwater management will provide transportation capacity and amenities to support and encourage private sector development. Private sector development will bring new residents, businesses and employers into the area, creating the vitality and economic health that will in turn encourage further investment.

6.1 PUBLIC SECTOR INVESTMENT

The 2004 Waldorf Sub-Area Plan listed steps to implement recommendations for the Waldorf and Acton Activity Centers. This Vision Plan and the accompanying Design Guidelines address several steps recommended in the Sub-Area Plan: they support the proposed zoning districts for the Activity Centers and provide specific guidance for County decision-making on land acquisition or capital projects within the Downtown Waldorf area. The following items include relevant items from the Sub-Area Plan, Chapter 4, pages 4-5, as well as other needs noted through the Waldorf Urban Design Study:

- Use Figure 4, the Proposed Road Network, and the road sections in Figures 5 through 9 as guidance for road construction and improvements for the center. Create rights-of-way and implement road improvements through the development process and County capital projects.
- Work with the State to ensure that the design for Leonardtown Road and for the interchanges at US 301 with Leonardtown Road and Acton Lane respects the Vision Plan.
- Acquire key land for transit stations in the general location shown on the Vision Plan, Figure 1. Although rail transit is not planned for the immediate future, land for a station should be acquired now. In the short term the site could be used for bus transit and public parking for Downtown Waldorf.
- Manage parking as a development incentive. Without adequate parking the activity center will not develop to the desired intensity. The rule of thumb in town centers across the country is that parking should be no more than five minutes from a destination. A good supply of off-site parking is essential to town center development, because it will be difficult for sites to achieve both the desired building intensities and provide sufficient on-site parking. To create a supply of off-site parking, a capital improvement project is recommended where the county would develop a public parking lot on a key property, perhaps the transit station site. Developers who cannot meet their building and parking requirements on-site (because their parcels are too small, for example), could satisfy their parking requirement by purchasing spaces in the county-developed parking lot. These spaces would be available to the general public, and the funds would be used to develop additional parking as it is needed, or for other projects. Parking facilities could also be developed by private entities, but public sector participation is often needed when redevelopment or revitalization efforts begin in an area.
- Acquire land for one or more of the public parks or open spaces shown on Figure 1 and listed in Section 5.2. Public spaces help create value, but sites need to be reserved before redevelopment occurs so that they remain under public control.
- Determine whether sewer and water lines are adequate for the activity center. This area is one of the oldest in Waldorf. The increased intensity may require new or parallel lines that will require shared funding.
- Provide or coordinate regional stormwater management facilities. Without this provision, a developer must find a site where it is feasible to provide stormwater management on-site, making spacious sites with low-density development much easier and more economically attractive. If dense development is desired, availability of community stormwater management facilities will provide a strong incentive to developers.
- Facilitate assembling small parcels into larger tracts suitable for comprehensive development. To address the fragmented ownership patterns, the County Economic Development Department could act as a facilitator in encouraging property owners to combine their properties into larger, more developable tracts, or facilitate consolidation by a third party.

6.2 PRIVATE SECTOR INCENTIVES

The type of development envisioned in this Vision Plan is considerably different from Charles County's typical land development projects. Charles County has experienced primarily single use development at rural or suburban densities. The examples of mixed use development in the county have not included the intensity or vertical integration foreseen for Downtown Waldorf.

The departure from the norm represented by the vision for Waldorf represents a risk for private sector investors. To overcome this risk, incentives must be presented. The proposed zoning regulations present several strong incentives to development that implements this Vision Plan:

- **Certainty:** The proposed Waldorf Central Zone and Acton Urban Center Zone will be the only two mapped zones in the County that allow townhouses and apartments (with the exception of the CRR and CER zones in Bryans Road), or that permit commercial development at a floor area ratio greater than 0.6. All other zones allowing this intensity of development are floating zones requiring extensive design, plan preparation and review without certainty of zoning approval.
- **Simple review process:** While allowing considerable density and intensity of use, and a flexible mix of land uses, the proposed zones require the same review procedure as in the County's other base zones: staff approval of site plans and Planning Commission approval of subdivision plans.
- **Flexibility:** The proposed zones do require detailed review by staff of the design of proposed development; however, the regulations are quite flexible in terms of required setbacks, other bulk requirements, and uses.

The County can strengthen these built-in incentives through:

- **Leadership:** Providing consistent advocacy and support for the Downtown Waldorf vision.
- **Coordinated plan review:** Establishing the organization and management team described in the following section to coordinate decision making for Waldorf development projects.
- **Investment:** Providing the supporting infrastructure.

6.3 ORGANIZATION AND MANAGEMENT TEAM

Implementation of the Vision Plan will not occur without strong leadership from the County government. A County agency or staff person must be designated to provide management for Downtown Waldorf. This agency or person will need to:

- Lead and help coordinate the strategic planning needed to implement the plan; what needs to be done first, what second and so on.
- Ensure that all actions and decisions affecting Waldorf (such as development, transportation, capital projects) are consistent with the Plan's overall vision, and ensure that one action does not preclude or work counter to future implementation of another key plan element.
- Help coordinate decision-making among public agencies as they affect the Plan.
- Take initiatives to further plan implementation: coordinate plans of different parties; seek grant funds such as community legacy funds or transportation enhancement funds.

Plan review for proposed development in Downtown Waldorf will be more complicated than in the County's standard commercial or residential zones because the zoning regulations and design guidelines are more detailed in some aspects. Longer review times and uncertainty about the outcome of plan review can add significantly to the cost of development projects. This could discourage development in this area rather than encouraging new investment and redevelopment. To provide incentives for new investment in Downtown Waldorf:

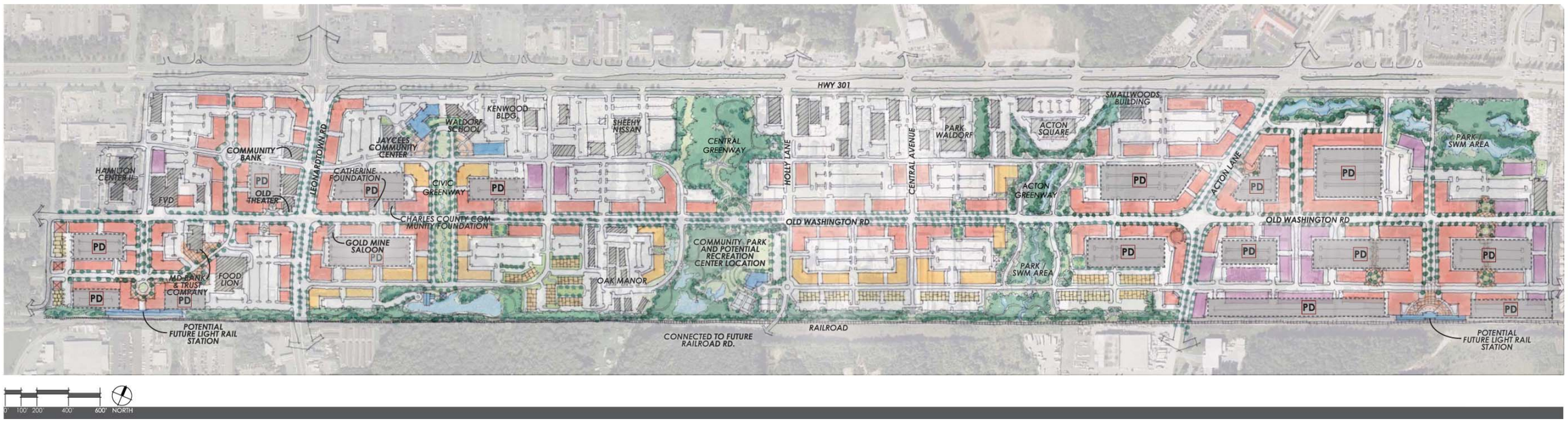
- County policy must give review of development plans for this area high priority and clear timelines.
- When site plans or subdivision plans for Downtown Waldorf are in the review process, regular meetings of staff from various plan review agencies must be scheduled to coordinate comments, resolve complications and ensure that agency comments are not in conflict with each other.

Beyond the efforts of County staff, Downtown Waldorf will need a committee that includes business leaders, developers, community leaders, citizens, bankers, major land holders, and staff of various departments that review plans. Such a committee would serve as a sounding board for ideas and initiatives, oversee implementation, market the area, advocate for the Vision Plan and provide comments on design proposals. An organization with an executive director or staff that could maintain an office within the Downtown Waldorf area would be ideal. An on-site office would provide greater visibility for the redevelopment of Downtown Waldorf, allowing people to learn about the plan and see images of the vision. In other communities, such organizations have been nonprofit, located within developer-donated office space, and funded by economic development and other sources.

6.4 MULTI-MODAL PLANNING TEAM

In addition to the overall management of the Vision Plan implementation, a multi-modal transportation planning team will be needed to spearhead efforts specific to transportation issues. This team, which may commence after implementation of other aspects of the Vision Plan are underway, would be comprised of County officials from representative stakeholder agencies, consultants and citizens. The team would be tasked with studying, managing and developing strategies to improve and fund transit,

pedestrian/ bike operations, and modal connections; initiating TDM programs and Transportation Management Associations with local business and employers; marketing and publicizing travel choices through flyers, kiosks, and websites for commuters, shoppers, and visitors; identifying parking strategies and programs, improving wayfinding signage; and working with local, state and private transit operators and community associations to simplify routing, service, integrated payment mediums, etc. Examples of existing multi-modal task forces can be found in locations as diverse as Alameda, California, Burlington, Vermont and Lincoln, Nebraska.



- existing buildings
- mixed-use retail or retail w/ residential
- mixed-use offices or retail with offices
- medium density residential condos or apartments
- low density residential townhomes or stacked townhomes
- civic uses
- open spaces
- PD parking deck/garage w/ potential retail front

Figure 1. Downtown Waldorf Vision Plan

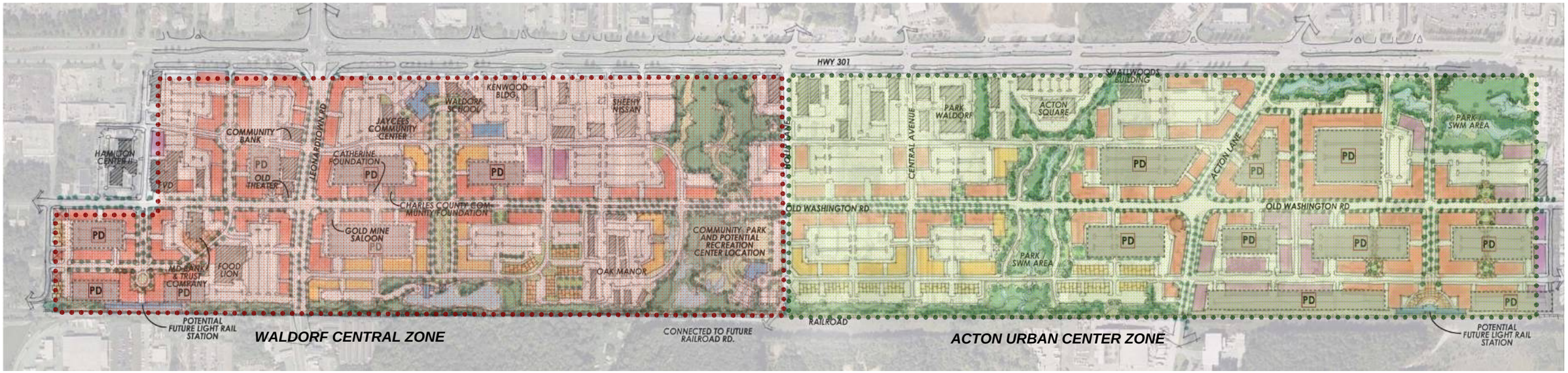


Figure 2. New Zoning Districts for Downtown Waldorf: Waldorf Central Zone and Acton Urban Center Zone

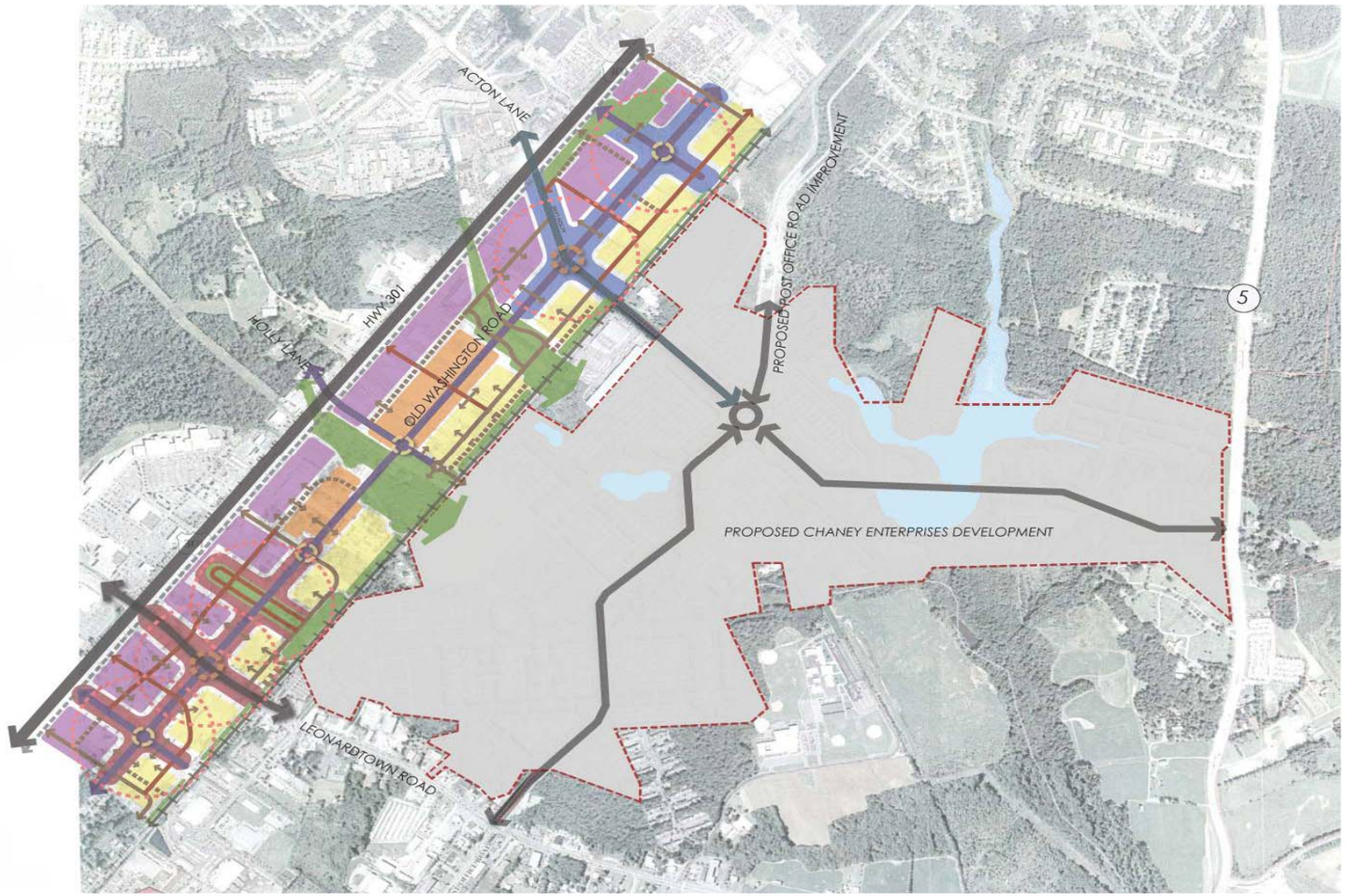


Figure 3. Regional Context of Downtown Waldorf

Figure 4. Downtown Waldorf Street Hierarchy

Notes for Road Sections:

- Figures 5 through 8 show typical road sections between intersections. Additional lanes may be required at intersections.
- The height, scale and indicated users of buildings are illustrative only and do not indicate required land uses or development.
- Four-foot bike lanes are shown on the sections. This width may be modified in accordance with AASHTO guidelines.

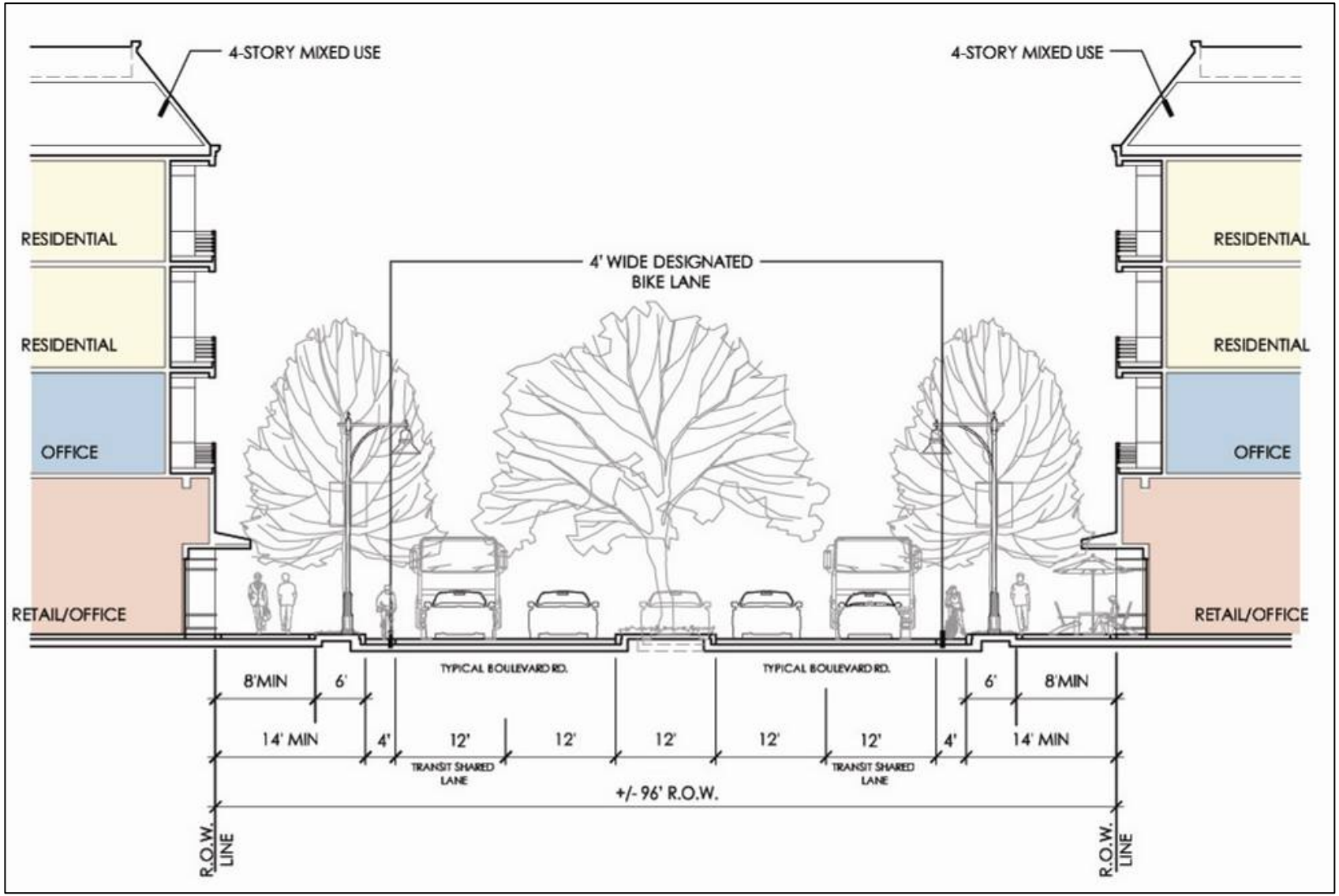


Figure 5. Waldorf Urban Major Collector Type A: Divided road with landscaped median recommended for Acton Lane

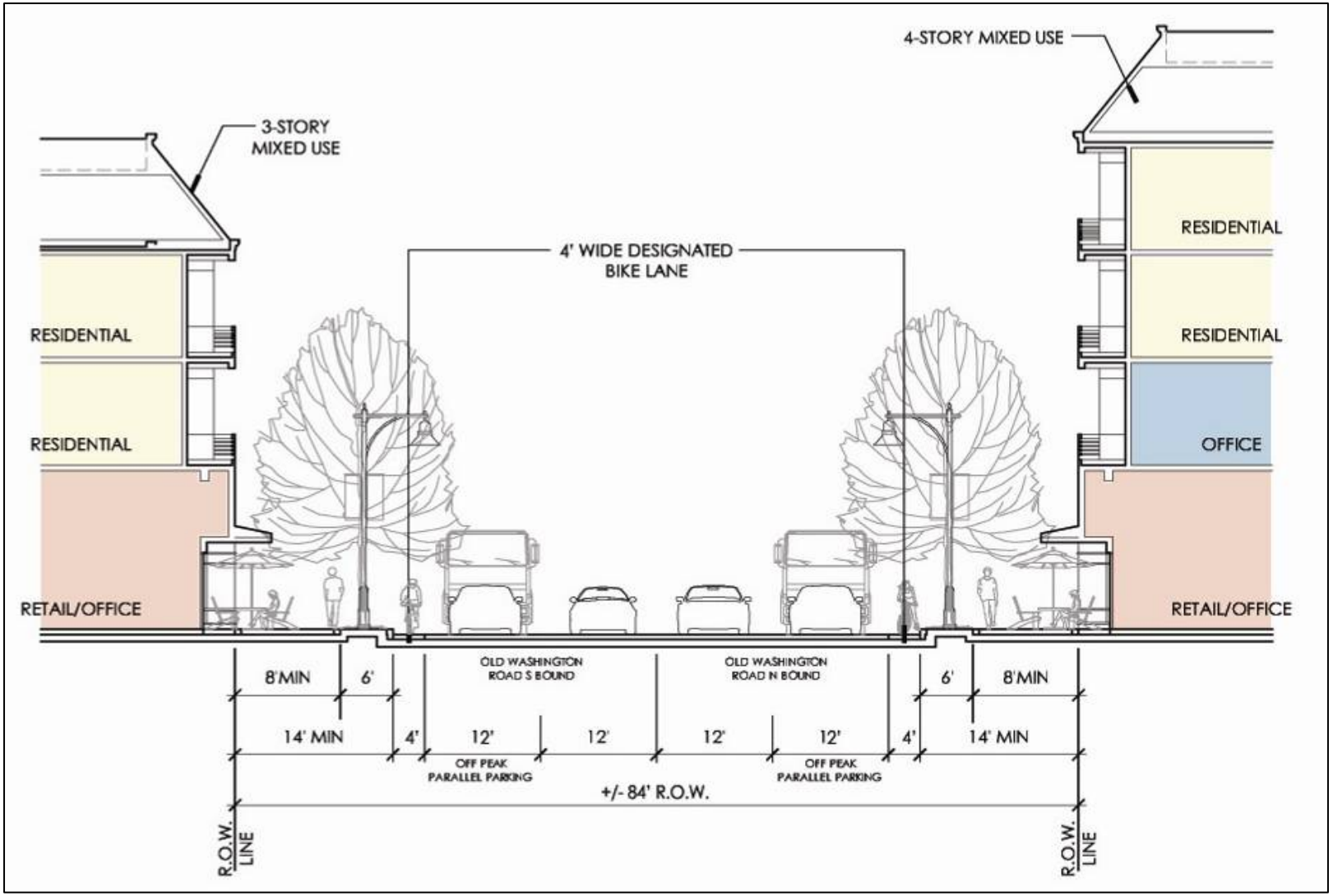


Figure 5.1. Waldorf Urban Major Collector Type B: Old Washington Road in the vicinity of Leonardtown Road and Acton Lane

This section applies to Old Washington Road in the vicinity of the intersections with Leonardtown Road and Acton Lane. Subject to further detailed engineering, it applies: (1) from approximately 700 feet south of Leonardtown Road to approximately 1,400 feet north of Leonardtown Road, and ii) from approximately 700 feet south of Acton Lane to approximately 1,400 feet north of Acton Lane.

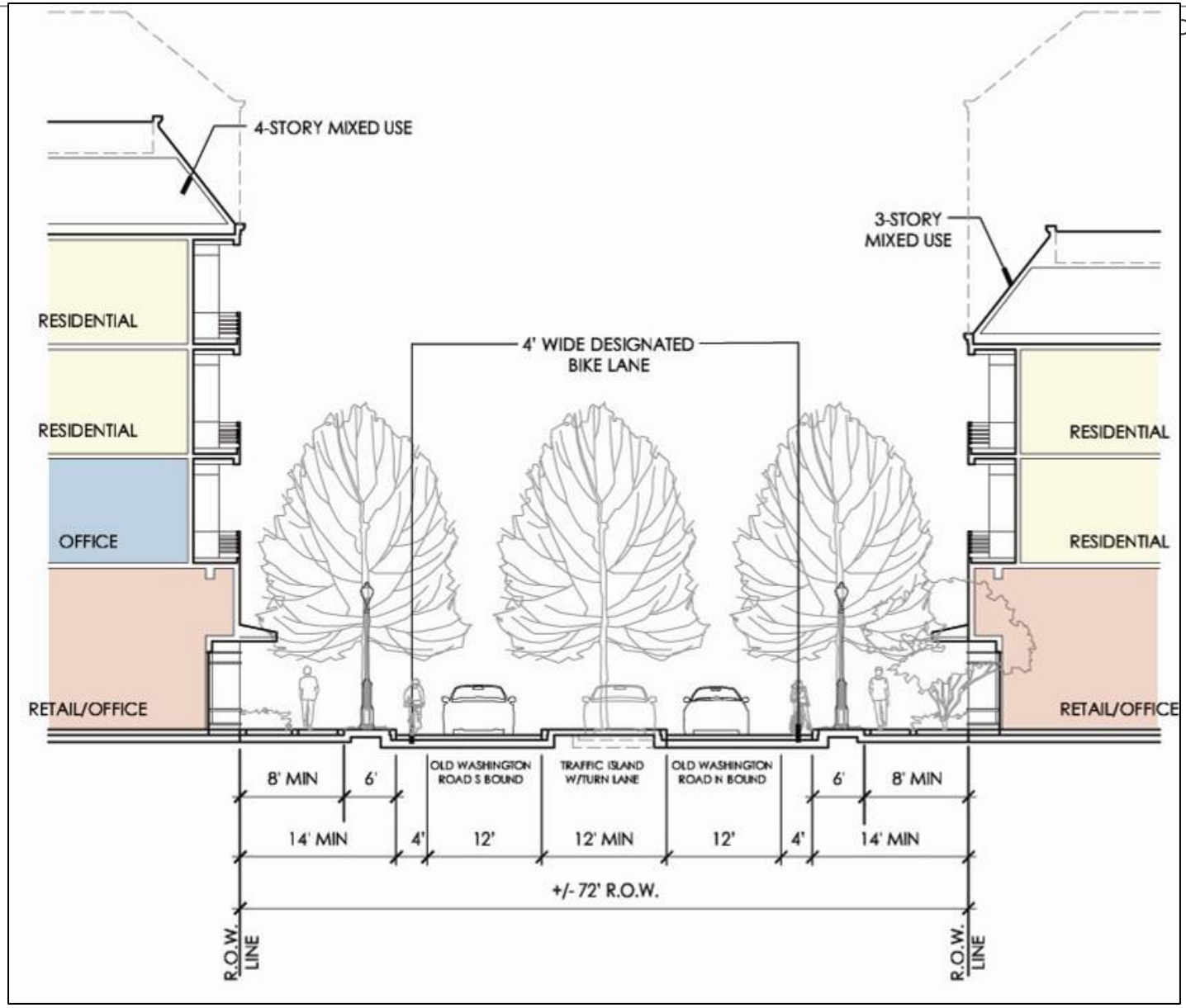


Figure 5.2. Waldorf Urban Major Collector Type B: Old Washington Road
This section applies in locations not covered by Figure 5.1.

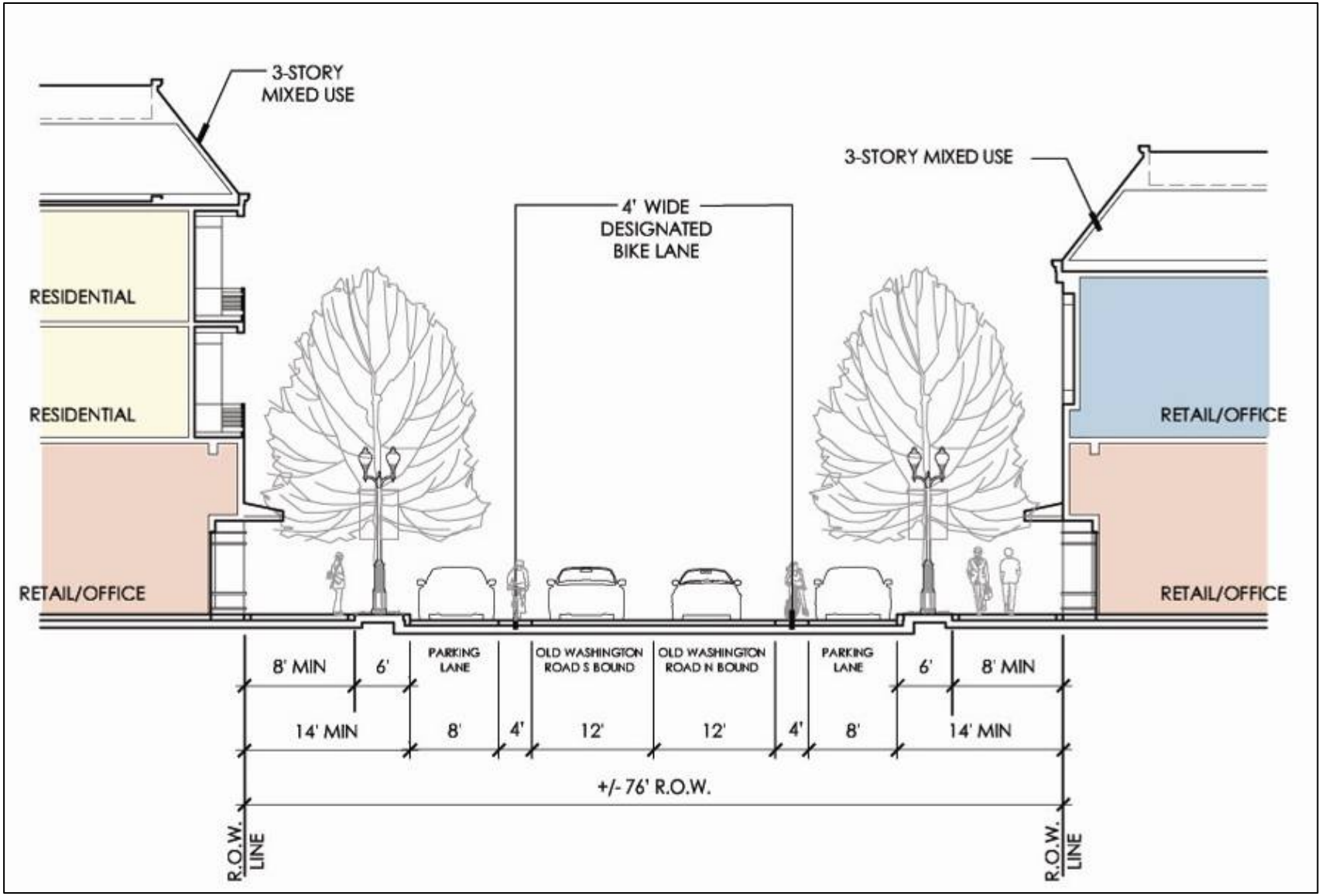


Figure 6. Waldorf Urban Minor Collector

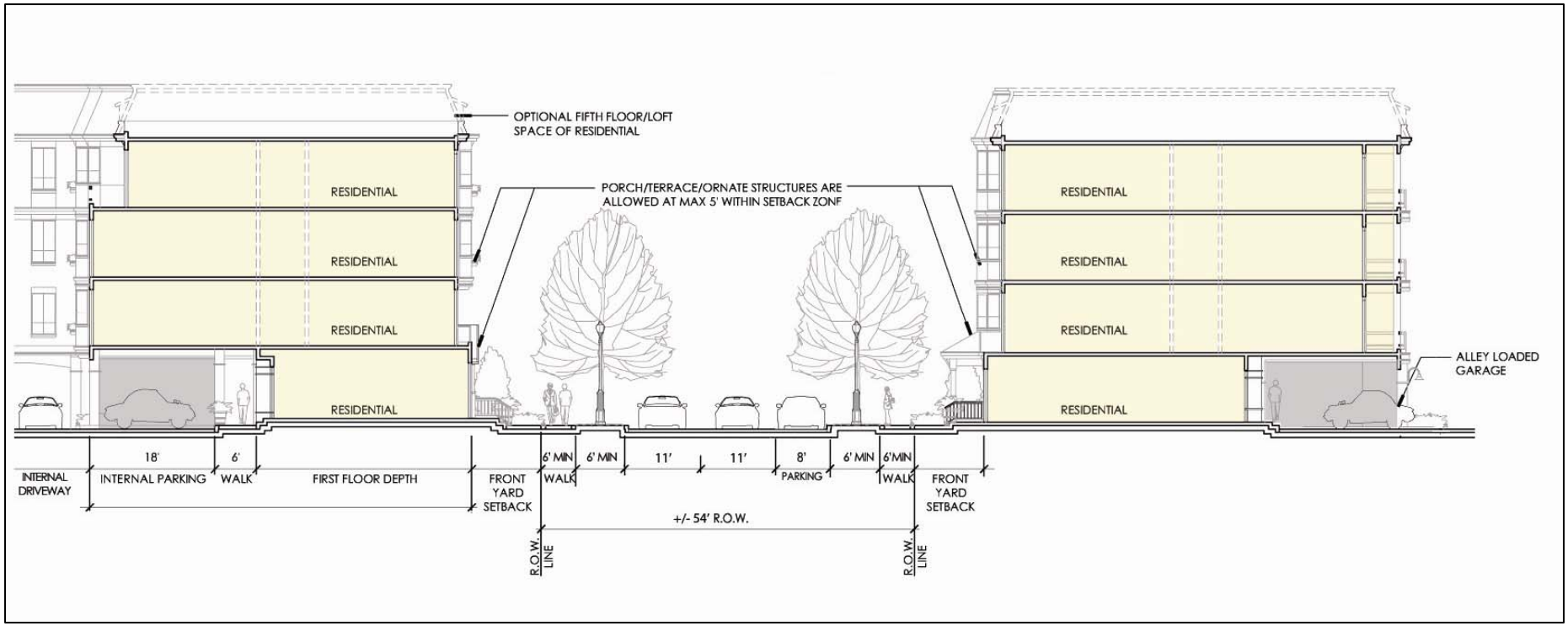


Figure 7. Waldorf Urban Local Road

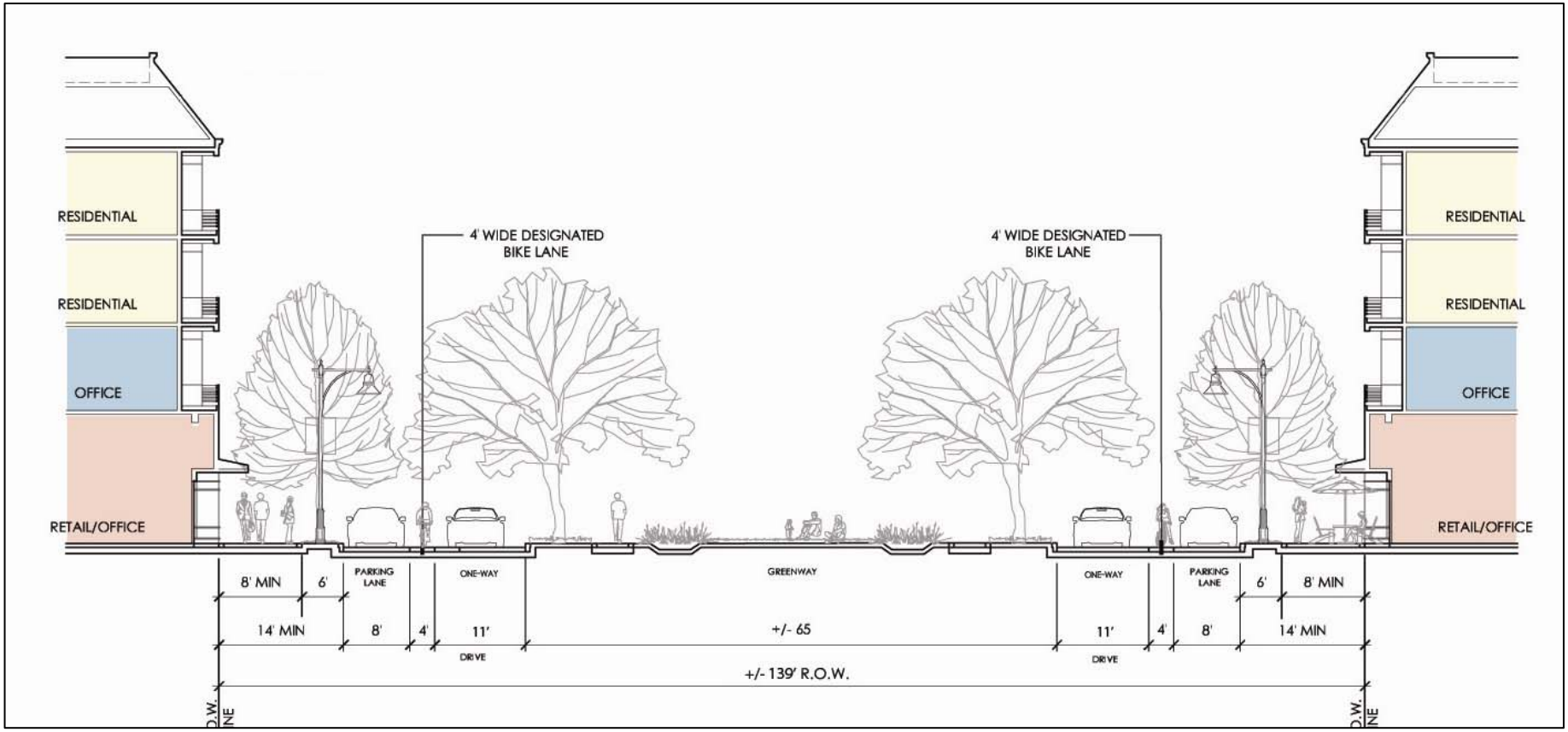


Figure 7.1. Waldorf Urban Local Road: One-way road along Civic Green.

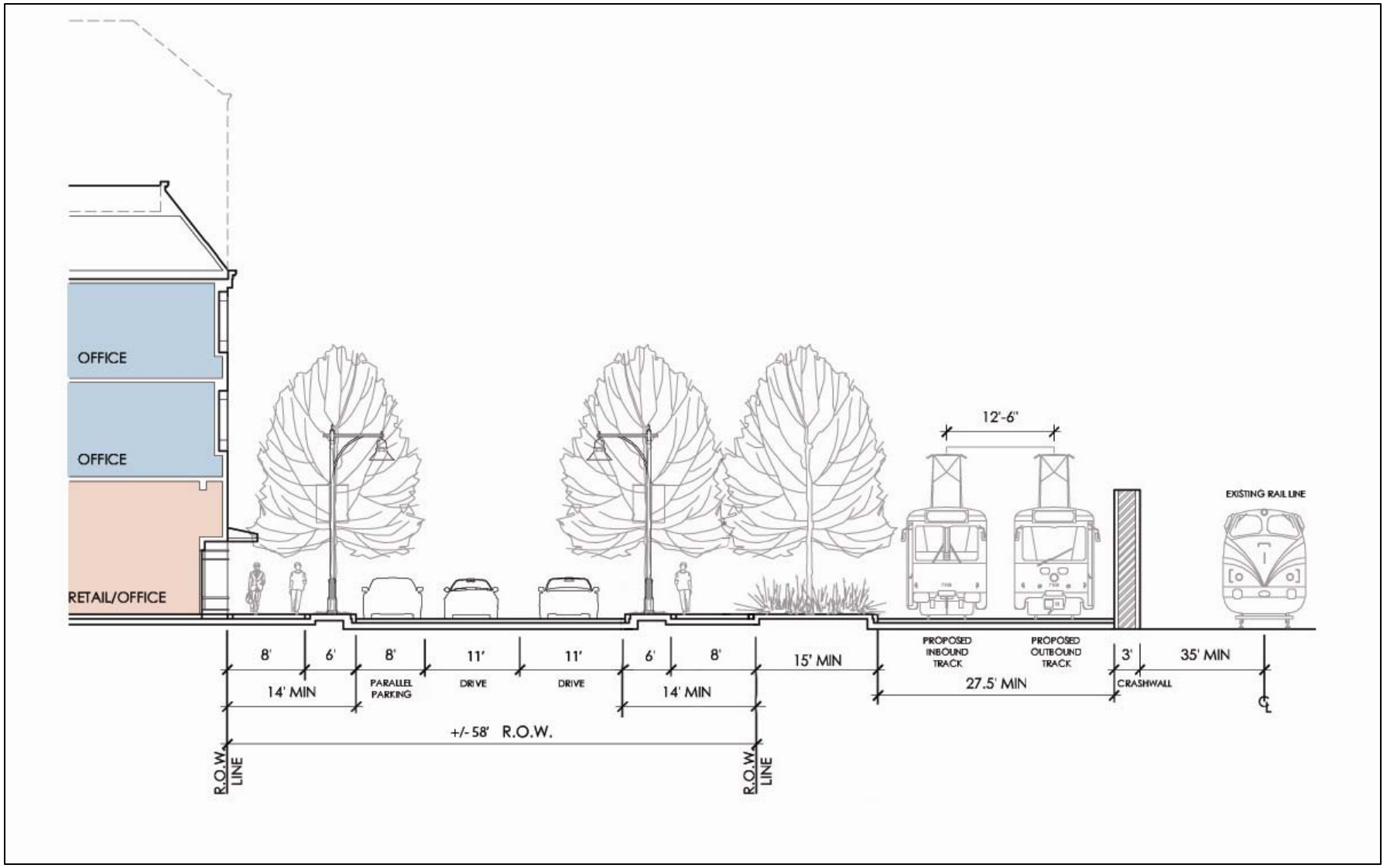


Figure 7.2. Waldorf Urban Local Road – Recommended section if buildings front to a local road adjacent to a light rail line.

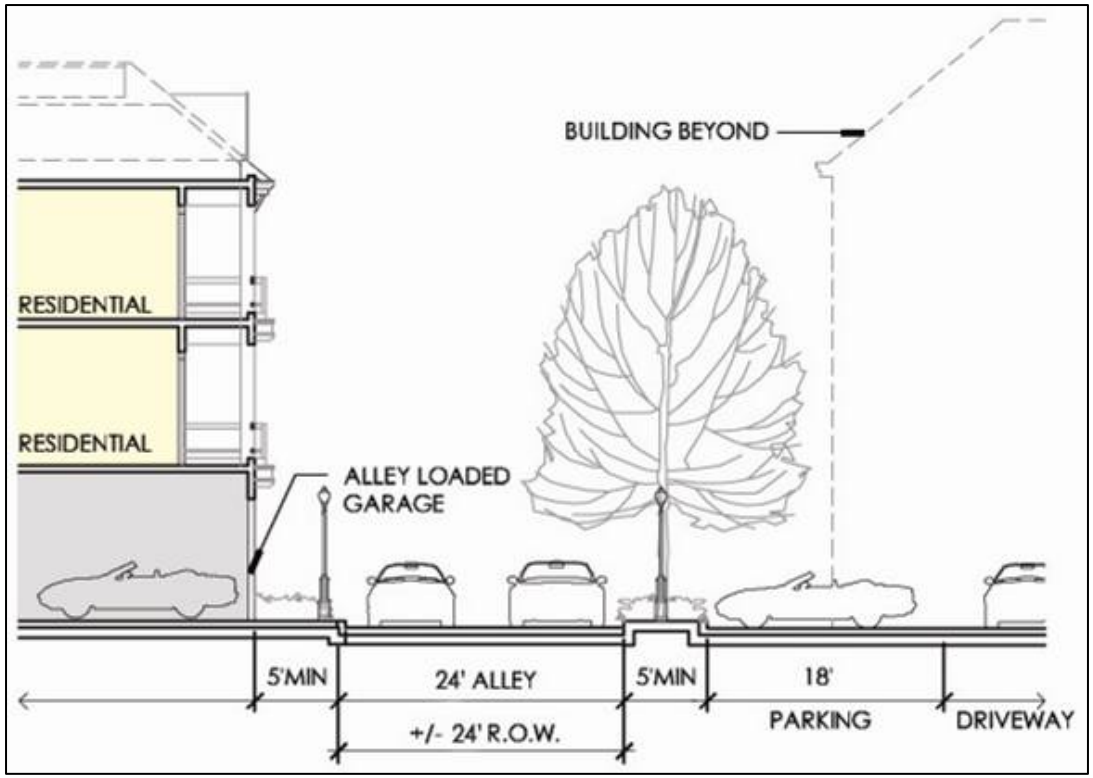


Figure 8. Waldorf Alley

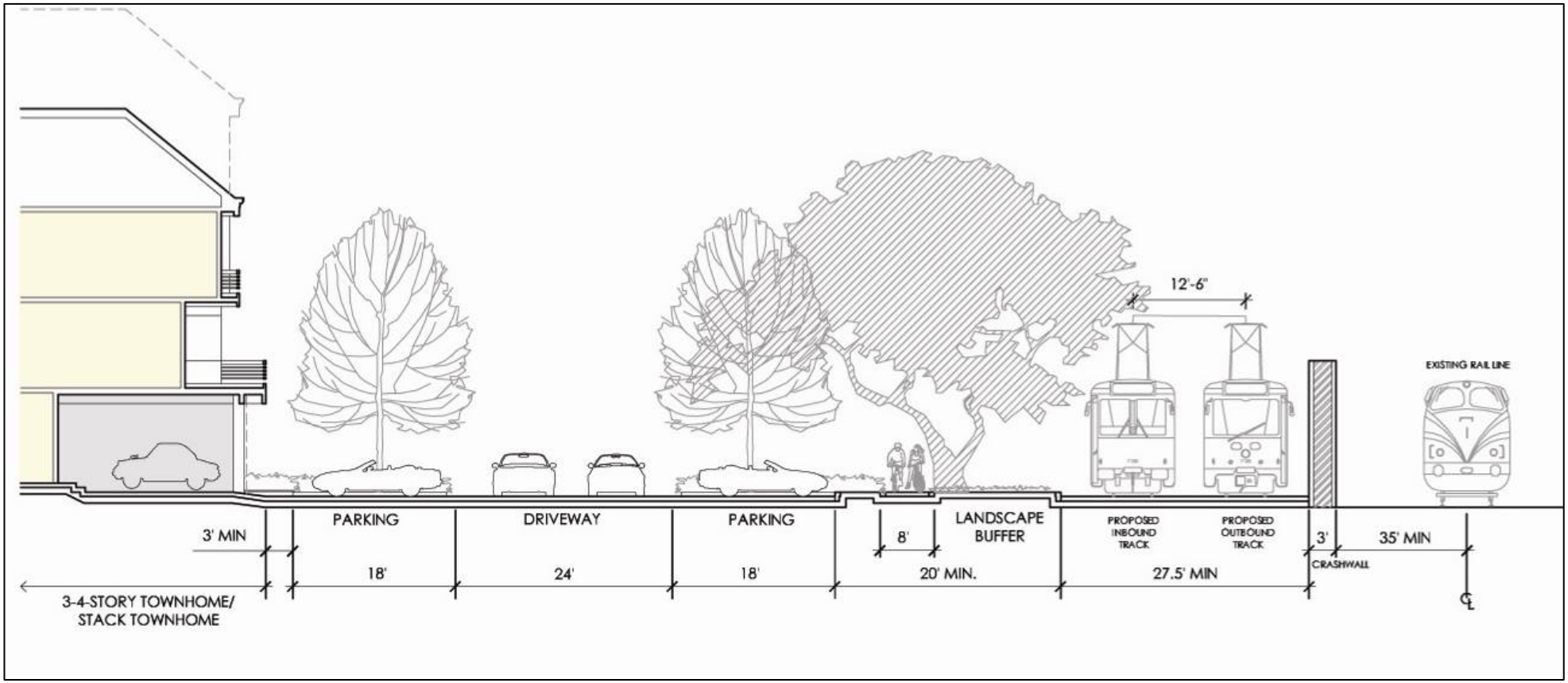
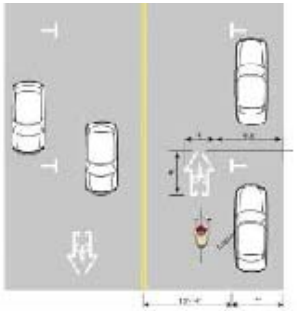


Figure 8.1. Waldorf Alley – Recommended section if rear of buildings have frontage on alley adjacent to light rail line.

"Sharrow"

For streets too narrow for bike lanes and to provide guidance to cyclists on appropriate location



"Floating" Bicycle Lane

Designed to provide bicycle facility on streets with peak-hour parking restrictions.

Bike lane shifts depending on time of day.

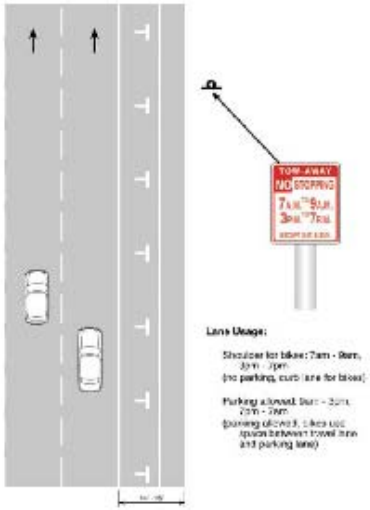


Figure 9. Illustrations of Share the Road (Sharrow) and Floating Lane Bicycle facilities. (Source: Baltimore City Bicycle Master Plan – Bicycle Facility Design Toolkit, 2006)

TABLE OF CONTENTS

TABLE OF CONTENTS

PAGE INTENTIONALLY BLANK

1.0 INTRODUCTION

1.1 PURPOSE

The Design Guidelines provide guidance for public and private sector investment and development activity in the area covered by the Downtown Waldorf Vision Plan. The Design Guidelines are intended to strengthen the physical and economic character of the area by promoting and encouraging consistent design quality within a vibrant, pedestrian-oriented, urban-scale core consistent with the vision that emerged from the Waldorf Urban Design Study. These design guidelines are tools to translate the Vision Plan into reality.

1.2 RELATIONSHIP TO COUNTY CODE

These Design Guidelines will guide the preparation and review of development proposals for two zoning districts: the Acton Urban Center and Waldorf Central zones, established in §297-96 of the Charles County Zoning Regulations. They supplement and guide the application of the Charles County Zoning Regulations and other sections of the County Code. The Design Guidelines and Downtown Waldorf Vision Plan also provide a basis for decisions on capital improvement funding.

1.3 GUIDELINES

These guidelines are intended to be sensitive to market considerations by being functional, flexible and responsive to varying owner and tenant requirements. They describe appropriate treatment for new structures, outdoor spaces, and enhancement of existing buildings. While broad in scope, these guidelines are not exhaustive in detail. They allow flexibility in design and construction to encourage quality development within Downtown Waldorf.

The guidelines provide design standards and solutions to meet the goals established through the extensive planning process that resulted in this document. Applications for site plan or subdivision plan approval shall comply with these guidelines.

There are three categories of guidelines:

Mandatory: Compliance is required unless strong justification is presented for alternative designs. Justification should include site constraints that prevent compliance, in concert with design solutions that meet the intent of the standard to the greatest extent possible.

Recommended: The greatest number of standards fall into this category. Development proposals should comply with these standards. A property owner or developer may proposed alternative design solutions that provide the same or a better result than would be achieved through strict adherence to the standard. Alternative designs must indicate why full compliance is not feasible or how the design better accomplishes the goals and intent of the guidelines.

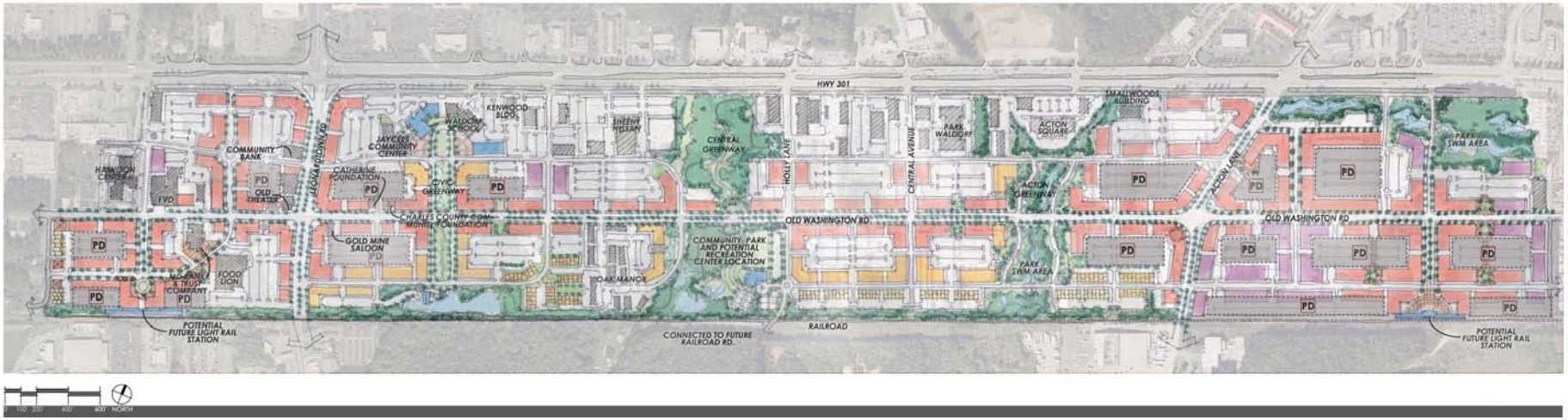
Optional: Optional guidelines suggest enhancements for structure or site design.

1.4 PLANNING FRAMEWORK FOR DOWNTOWN WALDORF

The Downtown Waldorf Vision Plan recommends the creation of two zoning districts within the study area: the Acton Urban Center and the Waldorf Central. These design guidelines provide overarching elements that the two districts share in common as well as individualized guidelines focused on creating distinct character differences between the two activity centers. A shared goal is to achieve the grid street network and open space corridors recommended in the Downtown Waldorf Vision Plan. Figure 1 shows major recommended open space areas; Figure 2 shows the division into the Acton Urban Center zone and the Waldorf Central zone; Figure 3 shows the recommended street hierarchy. Larger copies of these figures are included in Section I, the Downtown Waldorf Vision Plan.

The proposed street hierarchy and major open space corridors (greenways) within Downtown Waldorf are key to providing a structure and rhythm to the area. The major open space will provide outdoor public gathering places as well as natural green corridors. Both types of open areas will greatly enhance the community and sense of place of the Downtown Waldorf. The locations of the major open space areas are not arbitrary, but are based on natural features such as the location of wetlands and existing vegetation, and elements of the built environment such as the Old Waldorf School.

Implementation of the grid street network and greenways will not be simple or easy. They cross some property lines and encompass some existing buildings. The precise location and alignment of these features may need to change based on detailed site planning and engineering, availability of land, and parcel ownership patterns. However, the Vision Plan should serve as a strong guide and policy document for property owners, developers and decision makers.



existing buildings
mixed-use retail or retail w/ residential
mixed-use offices or retail with offices
medium density residential condos or apartments
low density residential townhomes or stacked townhomes
civic uses
open spaces
PD parking deck/garage w/ potential retail front

Figure 1: Downtown Waldorf (see larger copy in the Vision Plan)

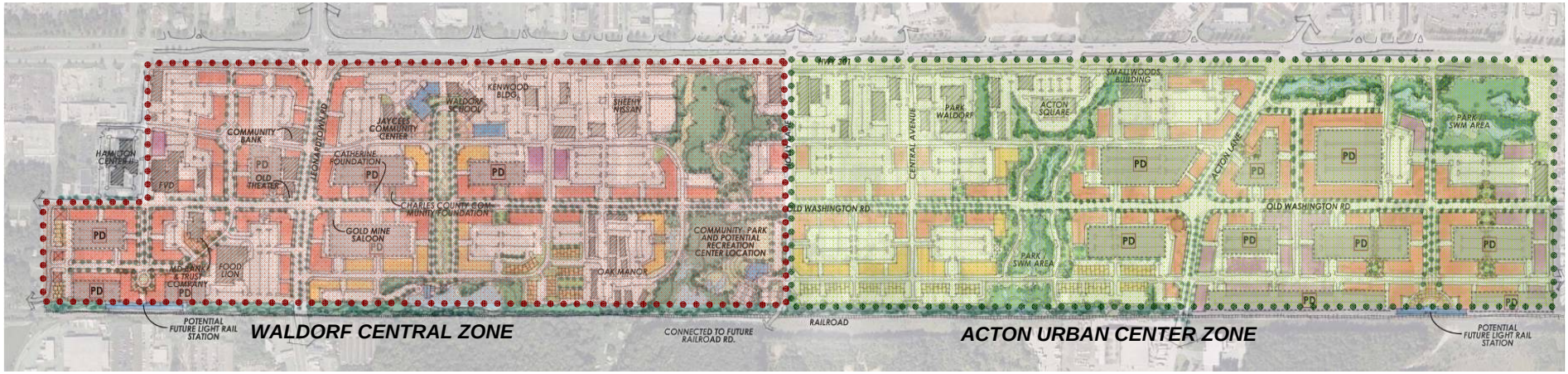


Figure 2: Downtown Waldorf Zoning Districts

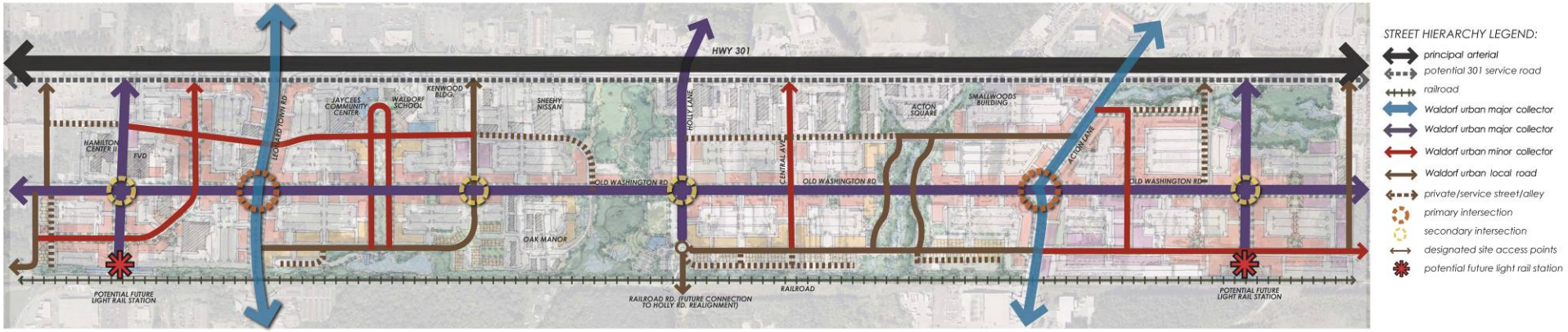


Figure 3: Downtown Waldorf District Street Hierarchy and Circulation Diagram

2.0 SITE PLANNING AND ARCHITECTURAL PRINCIPLES

2.1 INTRODUCTION

The Acton Urban Center and the Waldorf Central zoning districts allow a broad mix of residential, commercial, business and civic land uses. They allow the creation of an urban-scaled, pedestrian-friendly, vibrant, attractive "downtown" for Waldorf, as a contrast and balance to the suburban sprawl that characterizes much of the Waldorf area. The Design Guidelines are intended to promote and guide this high-density, high-quality development, and provide criteria to evaluate the appropriateness of specific design decisions.

2.2 ARCHITECTURAL FRAMEWORK

A building's form, orientation, placement and material can either enhance or detract from the overall aesthetic appearance and experience within an area. A key objective of these Guidelines is to ensure continuity and compatibility among architectural features and associated outdoor spaces to enhance the quality of life of people who live and work in the community.

Buildings must be of sufficient intensity to create a sense of enclosure and safety. Orienting buildings to public streets encourages walking by providing easy pedestrian connections and brings activities and visually interesting features closer to the street. By creating active streets and a new lively district, Downtown Waldorf's growth will be sustainable and will ultimately support future Bus Rapid Transit and Light Rail Transit.

Section 3 of these guidelines provides detailed architectural guidelines.

2.3 ORIENTATION, SITING AND SETBACK STANDARDS

How a structure is oriented to the street helps establish the overall feeling of the street. Building entrances oriented to the public street are an invitation and a cue to the visitor of where to enter. Entrances aligned to the side or rear yards promote confusion and hesitation. Buildings should be oriented to engage and maintain pedestrian interest.

Dense developed areas of cities typically have uniform setbacks, with building edges very near to or abutting the lot line. This pattern conveys a sense of containment along the street edge, which in turn adds to a feeling of pedestrian security and comfort. The required setback lines for the Activity Center Zones, contained in §297-96 of the Zoning Regulations, in concert with these guidelines, will require development to establish uniform building edges, enhancing the continuity of spaces.

Mandatory standards:

- Buildings along Old Washington Road and other Major or Minor Collector streets should reinforce the street environment with building facades uniformly parallel to the edges of the right-of-way. This will provide the more formal, symmetrical character needed to visually reinforce the town center streetscape.
- All buildings should have their fronts and primary entranceway oriented toward a public street. Buildings may also be oriented toward a dedicated public open space that is open to a public street.
- Each residential unit in a mixed-use building should front onto and overlook either a front yard, rear yard or both. Units fronting side yards are discouraged except when the side yard abuts a public open space. In such a case, the end residential units should be designed to have their front entryway serviced and connected to the public street and sidewalk system.

2.4 SCALE AND HEIGHT STANDARDS

Scale is the ratio of the size of one object compared to another. Important scale relationships in architecture include: 1) the size of the parts of a building related to that of the whole building, 2) the size of the parts of a building compared to that of a person, and 3) the building's size in relation to its setting. Through the use of scale, a group of buildings may be understood as a unified whole, while the hierarchy of its parts is made visually clear. The perceived scale of a building may be controlled through careful siting and architectural treatment. The scale and visual impact of a building may also be controlled by articulating blank, solid walls with vertical and horizontal banding or reveals. The Zoning Regulations for the Activity Center Zones establish minimum and maximum allowed heights. The architectural standards in Section 3 of these guidelines will ensure an appropriate sense of scale.

2.5 PARKING AND ACCESS

If properly designed and screened, parking lots and parking structures can make a positive contribution to the urban character and provide an attractive pedestrian environment.

Surface parking lots and parking structures must be provided to satisfy parking demand, but they should be strategically located to minimize their visual impact. Multiple curb cuts on a street interrupt the continuity of the streetscape environment and the pedestrian walking experience.

The preferred approach to parking location is the use of internal streets and alleys to access centrally located, shared parking lots/structures with one entry/exit per block face. These curb cuts should be

aligned across the street from one another, where feasible, for increased visibility of merging traffic.

Mandatory standards:

- Locate parking areas to the rear of the primary structure.
- Parking areas may be located on one interior side of the primary building. Such parking shall not exceed one bay of parking and should only be used on Waldorf Urban Minor Collector or Waldorf Urban Local Roads (see Figure 3)
- Minimize curb cuts. Limit parking lot access to one curb cut per block face when possible.
- Do not locate new parking areas between the building and the front property line, or for corner lots, between the building and the two (2) front property lines.
- Use shared drive-ways and parking areas to minimize the number of curb cuts along the main street corridors.

Recommended standards:

- Align vehicular access points across the street from one another or across from an existing street intersection; use dedicated right-in/right-out access when this is not possible.
- Provide designated visitor/public parking for residential uses on the public street frontage in front of the residences or in parking spaces directly accessible to an alleyway at the rear of the property.
- Use access easements to connect parking lots.

Optional standards:

- Use porous pavement for parking areas.
- Provide rooftop parking.

Note: Sample **surface parking and driveway treatments appropriate** for Downtown Waldorf are illustrated below and to the right.

Permeable parking lot design using porous paving and permeable concrete to reduce stormwater run-off

Example of specially paved visitor parking area within arrival courtyard

Surface parking & entrance should be set to side & rear of building

(See also Detailed Architectural Design Elements - Specific Architectural Standards for Parking Structures – and Landscaping and Screening – Parking Lot Landscaping.)

2.6 PARKS AND OPEN SPACE

The park and open space standards are intended to encourage the creation of greens, plazas and pocket parks; encourage the preservation of mature vegetation; establish greenway corridors and wetland conservation areas based on the existing natural watershed, drainage and wetland areas; and establish a Civic Green in the Waldorf Central Zone to provide a public gathering and event space.

2.6.1 Urban Parks, Plazas and Pocket Parks

Plazas and pocket parks are important amenities for Waldorf Downtown. Outlined below are the guidelines for design of both public and private urban parks and plazas:

Mandatory standards.

- Incorporate urban open space and pocket park design into site planning, where possible, in response to the unique conditions of the development site.
- Incorporate seating, special paving, special landscaping, and/or focal features such as public art into the urban open space design.
- Select material, design and details for open space harmonious with its surrounding architecture styles, streetscapes and site furnishings
- Use high-quality and durable materials and design.

Recommended standards:

- Strengthen the character of the Civic Greenway, shown in Figure 1, by maintaining a building and parking setback of 15 feet from the edge of the park.

Note: Sample **urban park design treatments appropriate** for Downtown Waldorf are illustrated below.

Example of the Civic Green with formal lawn or open area for organized events envisioned at the Civic Core

Example of Civic Green with open area and focal structure for venue and seasonal events

Articulated paving pattern to add interest and direct circulation

Example of special paving design with focal features create unique character and sense of place

Seating designed as part of raised planters provides shade for small urban plaza

Tiered amphitheater/stepped seating area can be incorporated into the design for programmed uses

Community central open space envisioned at residential development site

Arrival courtyard designed with special paving and water feature creates an urban plaza character

2.6.2 Greenway Corridors

Three greenways corridors are recommended (see Figure 1). The following guidelines encourage restoration and conservation of wetlands and vegetation as well as provide leisure and passive recreation opportunities:

- Use open space requirements and County land acquisition programs to establish natural greenways that protect and restore wetlands, provide habitat, allow the conservation and growth of natural vegetation, and provide opportunity for pedestrian and bicycle pathways.
- Use greenways and wetlands to manage stormwater in accordance with State and County stormwater requirements. If feasible, create regional stormwater management facilities that are attractive natural areas providing an asset to the community.
- The required open space for development sites along greenways should be used as additional buffers, preferably located around existing mature trees along the edge of public open space.

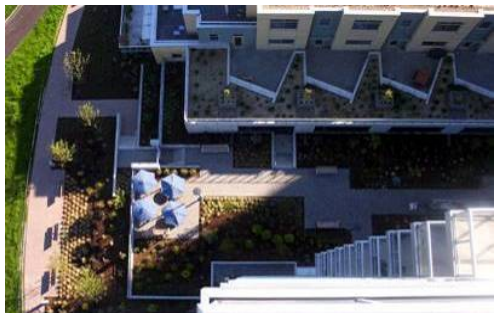
Note: Sample **natural open spaces/greenways treatments appropriate** for Downtown Waldorf are illustrated below.

Comparable image of amenities

Trails and open space

2.7 Green Building Principles

New development in Downtown Waldorf should help to set a new precedent in Charles County, whereby new developments are encouraged to build “smarter and greener” for the long-term sustainability of the development, the public realm and the Downtown District as a whole. Going “Green” with building design has proven to be a real estate marketing advantage in many cities across the United States. Illustrated below is a short list of exterior architectural design and site design elements that can be incorporated into an environmentally friendly development.



Incorporation of green roof design on roof terraces and parking structures

Green roofscapes can be incorporated on parking structures as park spaces for surrounding building tenants

Turf-based green roof design with skylights to allow natural light to lower levels

Sun shades can also serve to bounce natural light into the large open spaces within the building

Cantilevered sun shades on windows to take advantage of natural lighting while regulating passive solar heating

Perimeter rain gardens capture building stormwater run-off and re-use for natural irrigation

Rain gardens used to capture roof gutter run-off and increased on-site water absorption

Bio-swale use in parking lots to filter pollutants from stormwater prior to entering storm sewer system

Green street techniques to filter stormwater before entering storm sewer system

3.0 DETAILED ARCHITECTURAL DESIGN ELEMENTS

3.1 INTRODUCTION

This section establishes architectural guidelines that aid in enhancing the built environment and the overall aesthetics of Downtown Waldorf.

3.2 GENERAL ARCHITECTURE STANDARDS

This set of guidelines applies to the construction of commercial/mixed use and high-density development properties. High-density development includes mixed-use and multi-family residential.

3.2.1 The General Architectural Framework

Mandatory standards:

All new buildings or major additions shall:

- Relate strongly to adjoining parcels, land bays or neighborhood blocks.
- Reinforce the front setback line and define the streetscape environment.
- Employ varied, articulated or fenestrated facades which provide variety and interest.
- Apply equal design attention to the side and rear facades of buildings, creating buildings that have a strong appearance and contribution to the district when viewed from all sides.
- Incorporate building materials that contribute to overall aesthetic uniformity of the zoning district development themes as described in Section 3.5.
- When appropriate, complement the styles of neighboring structures.
- Incorporate articulated roof elements such as dormers, cupolas and chimneys to avoid long expanses of unarticulated roof surface.
- Disguise the functional aspects of a building from public view such as utilities, skylights, venting, gutters and downspouts, etc.
- Provide ADA and emergency fire access designed to be in keeping with and a positive feature of the structure.

Recommended standards:

- Incorporate green building and site planning techniques.
- Provide outdoor living spaces such as porches, balconies and/or roof terraces.
- Optimize long term structural maintenance without losing the authenticity of place through the use of inexpensive “maintenance-free” sidings, trims and moldings.
- Preserve and restore the architectural integrity of existing structures if appropriate.

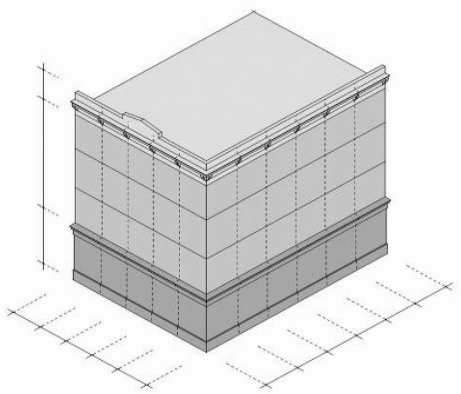
3.2.2 Façade Articulation / Fenestration

Mandatory standards:

- Continue the façade pattern/design on corner lots for both sides of the building facing a street.
- Avoid blank, unarticulated street wall facades exceeding 20% of a single wall building façade. This can be achieved in a number of ways including:
  1) Dividing facades into a series of structural bays (i.e., masonry piers that frame window and door elements) to establish a rhythm.
  2) Using vertical and horizontal articulation to “break” monolithic street wall facades, including features such as breaks (reveals or recesses) in the surface of the wall itself; the placement of window and door openings; or the placement of balconies, awnings, and/or canopies.
  3) Dividing the façade into a series of display windows with smaller panes of glass;
  4) Constructing the façade with small human-scale materials such as brick or decorative tile along bulkheads;
  5) Providing traditional recessed entries;
  6) Careful sizing, placement and overall design of signage.

Recommended standards:.

- Where appropriate, provide a transition from the upper floors to the pedestrian level through the use of materials, building articulation, and level of detailing. A transition zone adds interest at the vehicular and pedestrian scale, reinforcing the urban street quality.



Façade walls should be designed to break down into organized and resolved component pieces both horizontally and vertically.
Center for Planning Excellence

Note: Sample **façade wall articulation/ fenestration materials and techniques appropriate** to the **Waldorf Central Zone** are illustrated on this page.

Example of change of building material and window types as a transition

Example of ground floor façade transition indicating office over retail use

Example of ground floor façade transition emphasizing base of building

Example of variety façade treatment by the change of window types and scale and roof treatment

Example of corner treatment with additional setback use for seating space

Example of ground floor retail façade treatment and transition indicating residential uses over retail use

Example of ground floor façade treatment in correlation with site design elements

Example of residential façade treatment

Note: Sample **façade wall articulation/ fenestration materials and techniques appropriate** for the **Acton Urban Center Zone** are illustrated on this page.

Examples of an adequate residential rear façade treatment with setback from alley for access

Example of mixed-use building façade treatment

Example of façade articulation

Example of façade articulation

Example of façade articulation

Example of façade articulation

Example of façade articulation

Example of façade articulation

3.2.3 Rear Elevations

Where parking is located behind new buildings, rear entrances become important secondary entrances.

Recommended standards:

- Design rear elevations to create an inviting appearance and identity which is recognizably related to the front façade.
- Add features such as open glazing on windows, an attractive entrance door, a business or building sign and attractive lighting.
- Use awnings, display windows and plant materials to enhance rear façade elevations.

Note: Sample **rear façade elevations illustrating materials and techniques both inappropriate and appropriate** to Downtown Waldorf are illustrated to the right.

Example of inadequate rear façade treatment along a main road

Example of inadequate residential rear façade treatment along an alleyway

Example of good residential alley façade enhanced with bay windows, dormers & balcony

Example of rear facade articulated with roof structure & brick patterns to add visual interest

Example of good rear façade facing parking structure articulated with building color, canopy & landscaping

3.2.4 Exterior Wall Building Materials

Unified, harmonious building exteriors are important to achieve the building quality desired throughout Downtown Waldorf. This section provides guidelines for building appearance specific to the two zones to establish the distinctions between the Acton Urban Center and Waldorf Central Zone.

General Exterior Wall Building Materials Guidelines for the overall Waldorf Downtown

Mandatory standards:

- For façade walls, use high-quality construction techniques and structural constraints, and long-lasting building materials.

Recommended standards:

- Compose the exterior building skin of one dominant facing material with one or two additional materials as accents.
- Use the dominant material on at least 60% of any elevation. Do not use more than three facing materials in addition to glass for a building.
- If the building's façade is complicated with many design features, use a simple, subdued wall texture. If the façade design is simple, a finely textured material, such as patterned masonry, can be used.
- Use building materials appropriate to the scale and massing of the building (e.g., smaller masonry units on buildings four stories and lower and larger masonry units on buildings over four stories).
- The following materials are recommended as dominant building materials:
  - Masonry brick, natural stone or architectural pre-cast stone or concrete.
  - Steel or aluminum posts and railings.
  - Natural hardwood clapboard siding, posts, railings.
  - Cementitious clapboard siding.
  - 100% recycled building products, e.g., metals, lumber, plastics, etc.
  - Clear or light shade tinted window glazing.
- The following materials are not recommended as dominant building materials:
  - Aluminum or vinyl siding (generally acceptable only in single-family attached areas on garages and on rear and side yard facades not facing a public street).
  - Reflective glass curtain walls or reflective/ mirrored glazing in general.
  - Concrete Masonry Units (CMU): Unfinished and painted CMUs are not recommended as the finished exterior surface of a building, wall or fence; however, decorative CMUs (e.g., split face, glazed, etc.) may be used for commercial or civic buildings.
  - Unfinished pressure treated wood products.
- The following materials are appropriate accent building materials for trim and cornice elements, beams, lintels, piers, foundation walls, chimneys, and ornamentation:
  - Gypsum Reinforced Fiber Concrete (GFRC).
  - Architectural Pre-cast Stone.
  - Stainless, Galvanized, or Corrugated Steel.
  - Sheet Aluminum.
  - Architectural Glass Block.
- Sheet Aluminum or Architectural Pre-cast Stone used more than 15%, but not exceeding 50% should be used only in institutional buildings.
- Stucco or EIFS system finishes may be used as secondary materials but should not be greater than 25% of a single façade wall.
- Use clear or light shade tinted glazing materials on window surfaces. Frosted window glazing may be used to provide ornamentation or signage on a storefront window or door; however, it should not obscure more than 20% of the window's surface area.
- Clad the exposed ends of unit and foundation walls in brick, natural stone, stucco or high-quality finishing material.
- For dormers, chimneys and other items extending above the roofline, use the same color and materials used in the building's façade.

Exterior Wall Building Materials Guidelines Specific to Waldorf Central District

Mandatory standards:

- Use traditional materials to reinforce the "Old Waldorf" theme within the Waldorf Central District.
- Masonry is the preferred dominant material for all buildings, with the exception of commercial office or civic buildings that may be of pre-cast materials. Materials such as stone or glazing finish may be acceptable for certain applications.

Recommended standards:

- Use predominantly brick, stone, architectural stone pre-cast, cementitious siding, clay tile, stucco/EIFS or other architecturally indigenous building materials with traditional color palette.
- For commercial buildings, use a masonry envelope along the ground floor with masonry, stucco or EIFS on the upper levels. Residential units should be mainly masonry and wood frame structures with varying types of cladding (e.g., wood shingle/clapboard, cementitious clap board, stone or brick).

Note: Sample **building materials not appropriate** in Downtown Waldorf are shown on the following page.

Curtain wall or reflective/mirrored glazing façade are not appropriate as a predominant building façade

Exposed steel structure façades are not appropriate as a predominant building façade

Corrugated Metal siding is not appropriate as a predominant building façade

Sheet Aluminum or metal cladding façades are not appropriate as predominant building façade

3.2.5 Façade Color

The use of color on a building façade is important to the overall composition and streetscape environment. Following are guidelines for color.

Recommended standards:

- Use one dominant color comprising over 60% of the building elevation and 2 accent colors.
- Do not use black and bright primary colors for the dominant material as they provide too high a contrast to other development in the area. Using these colors would create unintended focal points that cause confusion and detract from the aesthetic experience.
- Glazing – No reflective, mirrored, dark shade tinted, bronze, and/or gold glass.
- Within each parcel, use compatible, coordinated color schemes.
- Indicate the color of materials on plan submissions.

3.2.6 Balconies

Balconies provide the opportunity for outdoor uses and animation above the street level and add visual relief to buildings. The following guidelines describe elements of balconies that will enhance a building's façade:

Mandatory standards:

- When balconies are included, they should be designed to complement the overall building façade and be proportionate to the building window and door openings they relate to and serve.
- Do not use exposed pressure treated wood balconies. Wooden balconies should be painted, stained or clad with an approved decorative fascia material.

Note: Sample **balconies appropriate** for Downtown Waldorf area are illustrated below.

Balconies for commercial building can fenestrate the façade and encourage additional street life

Balconies serve as façade fenestration and help identifv residential uses

Balconies for residential building should be adequately sized for use, but not be used for outdoor storage

3.2.7 Shutters

Recommended standards:

Use shutters only on residential structures. Install shutters of wood or metal that are operable and fit the opening to which they are adjacent.

3.2.8 Roof Treatments

By utilizing appropriate pitch, drainage, materials, and details, building roofs can establish the character of the building and provide visual coherence to Downtown Waldorf.:

Recommended standards:

- Cornice lines of new buildings (the horizontal rhythm element) should complement buildings on surrounding properties to maintain continuity.
- Do not use roof pitches that create overly prominent or out-of-character buildings (e.g., A-frames, geodesic domes, or chalet style buildings).
- Place roof penetrations, such as a vent or skylight, on rear roof slopes.
- Clad roofs in natural or synthetic slate, architectural fiberglass shingles, or heavyweight composition shingles. Standing seam metal roofs may be used if appropriate to the architectural design. Place vent pipes away from the street side with the color matching those of the roof or building element to which they are attached
- Design dormers' roofs and windows with forms and details that match proportionately with the main structure roof.
- Place chimneys to conform to local architectural precedents and to reflect the symmetrical balance of the building form.

- Center gable openings.
- Gutters can be a metal ogee, half-round, or integral to the eave or cornice. Round or square downspouts should be used and held to the corners for a side gable, or placed around the corner for hipped roofs. Tuck intermediate downspouts into an inside corner to minimize the impact on the design. If there is no inside corner, place a downspout at a logical division between two building segments.
- In the case of high rise structures and churches, some roof treatments such as a gable or spire are encouraged to add variety to the skyline.
- Use a minimum roof pitch of 1:1, except on mixed-use and multi-family buildings, which may have either flat roofs or a minimum roof pitch of 1:2.

Note: Sample **of appropriate roof treatments** to Downtown Waldorf are illustrated below and to the right.

Flat roof and parapet treatments with cornices and trims are appropriate for commercial use

A pitch roof with dormer design proportioned to main structure of the adjacent building

Variety in roof treatment provides visual interest to the skylines & fenestrates the monotonous facade

Appropriate use of different roof treatments helps break the building mass in specialty store use

Contemporary mansard roof helps reduce the visual scale of the buildings

Proportionate symmetrical roof structure complements the overall symmetrical building form

Massive contemporary roof treatments are not appropriate in Waldorf Downtown

3.2.9 Rooftop Utilities

Mandatory standards:

- Integrate mechanical equipment with the building design. Screen and paint roof-mounted mechanical equipment to blend with the approved roofing color. Arrange equipment behind one parapet screen. At a minimum, a single continuous parapet wall without louvers or penetrations should be used to screen roof mechanical equipment from ground views.

Note: Sample **of inappropriate rooftop utility screenings** to Downtown Waldorf Area are illustrated below.

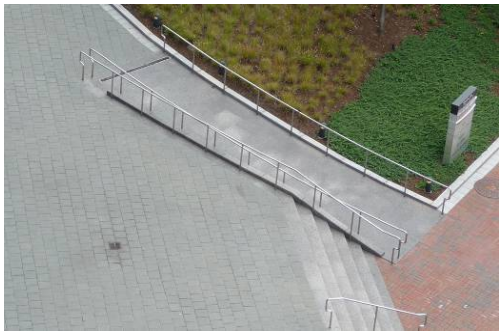
Inadequate parapet height exposes roof-mounted building/mechanical equipment

Exposed air condensing unit in residential building can simply be treated with additional railing/screen

3.2.10 ADA Access

Mandatory standards:

- All structures except for residential dwellings shall be accessible in accordance with the Americans with Disabilities Act. No mechanical lifts or exterior ramp systems greater than 15' in length should be allowed within any street.



Good example of public space accessible ramp compliant with ADA standard

Good example of building accessible ramp compliant with ADA standard

3.3 MIXED-USE AND NON-RESIDENTIAL STRUCTURES

This set of guidelines supplement the previous sections by addressing issues specifically related to commercial, office, mixed use and institutional buildings.

3.3.1 The Building Base and Storefront

The treatment of storefronts is critical to Downtown Waldorf's overall character and vibrancy. A storefront does not necessarily imply that a building has a retail commercial use; storefronts are simply the first floor facade of a building that faces the street and connects with the sidewalk.

Traditional storefront buildings can be small, individual, or mid-block structures that accommodate a single business or large buildings designed to provide space for two or more businesses separated by masonry columns or piers forming distinct storefront structural bays.

Note: Sample **commercial/mixed-use storefronts appropriate** for the Waldorf Central District are illustrated to the right.

Typical commercial/mixed-use building and storefront envisioned for Waldorf Downtown District

Well-designed and animated storefronts will be an integral part of the Waldorf Central District's success

The ground-level storefront of a building should be designed in context with the street environment.

Note: Sample **commercial/mixed-use storefronts appropriate** for the Acton Urban Center District are illustrated below.

Sample of an appropriate storefront

The ground-level storefront of a building should be designed in context with the street environment.

Streetscape can be designed to help animate the ground-level activities of a building

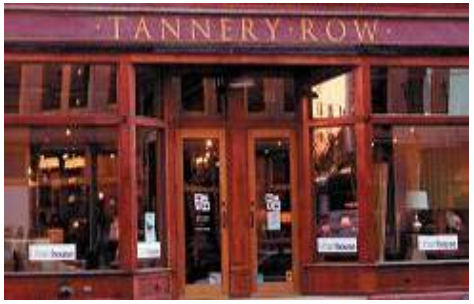
3.3.2 Entries and Doorways

Recommended standards.

The main entry to a building should be emphasized at the street level in one or more of the following ways:

- Flanked columns, decorative fixtures or other details.
- Recessed within a larger arched or cased decorative opening.
- Covered by means of a portico (formal porch) projecting from or set into the building face.
- Punctuated by means of a change in roofline, a tower, or a break in the surface of the subject wall.
- Whenever possible, style and location of new doors should be similar to doors of adjacent buildings. The height-to-width ratio of door openings should be within 10% of the average of adjacent building's door openings.
- For buildings situated at the corner of a public street, provide a prominent corner entrance to street level shops or lobby space in a manner consistent with main street entries, as described above.
- Commercial storefront entries are typically recessed and/or sheltered by a covered arcade structure, canopy or awning. This provides more area for display space, a sheltered transition area to the interior of the store and emphasizes the entrance. Recessed entries are strongly encouraged, although overly deep entries (over 5') should be avoided for pedestrian safety/security and surveillance.

Note: Sample **traditional door & window materials and treatments appropriate** for the Waldorf Central District are illustrated below.



Retail windows with details compatible with existing architecture vernacular

Sample of street front windows accommodating retail uses within residential character of existing building

Recessed store front entry addresses the corner of public streets and creates public space use

Note: Sample **contemporary storefront entry and doorway materials and treatments appropriate** to the Acton Urban Center District are illustrated below and on the next page.

Canopy storefront with special structure treatment creates stronger focal point along the street front

Recessed storefronts create stronger visual interest along the street front

Traditional storefront entry design within modern-day building techniques

Recessed storefronts create stronger visual interest along the street front

3.3.3 Windows

Window treatments are a key way to differentiate between the street level storefront and upper stories.

Mandatory standards:

- Provide at least 80 percent light transmission (clear glass) for the storefront window, including the glazed area of windows and doors.
- Provide greater window area at the storefront level, and smaller window openings, up to 40% of the façade, for upper stories.
- Storefront windows should be as large as possible and no closer than 18" from the ground (bulkhead height). This height is used to prevent someone from accidentally kicking a window by elevating the sills. By limiting the bulkhead height, the visibility to the storefront displays and retail interior is maximized. Limit bulkhead height for new construction to no higher than 36".

Recommended standards.

- When an infill building is proposed between two adjacent commercial structures that contribute to the desired Waldorf Downtown character, maintain the characteristic rhythm, proportion and spacing of existing door and window openings. Window should be uniform along a building's façade and aligned with an adjacent building's windows.
- Upper story windows can create a sense of scale and add visual interest to the upper facade. The proportions of the windows, alignments and the rhythm of the window pattern should replicate the facade design of the immediate surrounding architecture as closely as possible.

Note: Sample **new storefront window materials and treatments appropriate** for Downtown Waldorf are illustrated below and to the right.

Lower storefront windows should be larger than upper residential windows

A hierarchy of windows and doors at both the lower & upper level creates symmetry

Traditional & contemporary mixed-use building with large storefront and smaller residential windows

Consistency in window rhythm and scale can create visual harmony among individual structures

Dormers and eaves can be designed to align with an adjacent building's opening & create uniform facade

Change of window type and size can be designed to help break the building mass and animate street life

3.3.4 Door and Window Design

The detailing of doors and windows can also contribute to the aesthetic experience.

Recommended standards.

- Doors to retail shops should contain a high percentage of glass in order to view the retail contents.
- Design infill structure's windows to be sympathetic to and compatible with the facade theme of the entire block face.
- Doors and windows should not span vertically more than one story, should correspond to interior space, and should not span across building structure such as floor structure and mechanical thickness.
- Windows should be mainly rectilinear. Windows in residential buildings should be primarily double hung. This is also true of residential units above commercial uses. Windows along the first floor of commercial uses should have a minimum height of 6 feet.
- Permanent, fixed security grates or grilles in front of windows are discouraged. If security grilles are necessary, place them inside the building behind the window display area. Security glass is the recommended alternative to grates or grills.

Optional guidelines.

- Accentuate doors with simple details such as a handsome brass door pull, brass kick plate, or an attractive painted sign.

Note: Sample **new storefront door and window materials and treatments appropriate** for Downtown Waldorf are illustrated to the right.

Clear glass window panel with simple window pane and decorative awnings maximizes interior visibility

Use of clear glass in window design allows for higher ground floor visibility

Simple geometry window and door panes complement architectural column and cornice details

3.3.5 Awnings and Canopies

Awnings and canopies provide the opportunity to add color and visual relief to buildings, as well as protecting windows from intense direct sunlight.

Mandatory standards.

- Awnings should be of a durable, commercial grade fabric, canvas or similar material having a matte finish. Aluminum or metal awnings may also be used.
- Choose awning colors that complement the building they are intended to serve and the proposed street furnishings. Avoid bright and/or contrasting colors.
- When there are several businesses in one building, use awnings of a compatible color. Simple signs on the valance flap may vary in type style and color to differentiate the individual businesses within the building.
- Where the facade is divided into distinct structural bays (sections defined by vertical architectural elements, such as masonry piers), place awnings within the vertical elements rather than overlapping them. The awning design should respond to the scale, proportion and rhythm created by these structural bay elements and "nestle" into the space created by the structural bay.

Recommended standards.

- Construct awning frames and supports of painted or coated metal or other non-corroding material.
- Glossy or shiny plastic or similar awning material is not recommended.
- Relate awning shape to the window or door opening. Use barrel-shaped awnings to complement arched windows and square awnings for rectangular windows.
- Covered sidewalks or colonnades are encouraged. They must maintain a continuous area a minimum of 4' wide, cleared of covered structure and parallel to the edge of the covered sidewalk. Covered sidewalks must have appropriate interior clear height and width between the façade and the support post or column of covered structure.

Note: Sample **new storefront awning materials and treatments appropriate** for Downtown Waldorf are illustrated below and to the right.

Awnings provide rhythm and activity at street level


Awnings may be of fabric or metal design


Contemporary awning design adds visual interest


Awnings extended to cover sidewalks provide shading

Shutter-like awning designs add variety to building textures & create sophisticated building character

3.3.6 Grillwork, Metalwork and Other Details

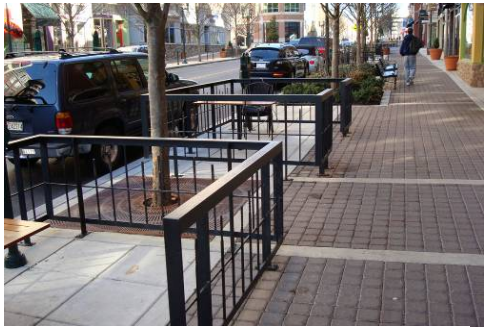
Optional treatments:

There are a number of details that add visual richness and interest while meeting functional needs. Such details include:

- Light fixtures, wall-mounted or hung with decorative metal brackets.
- Metal grillwork at vent openings or as decorative features at windows, doorways or gates.
- Decorative scuppers, catches and down-spouts, preferably of copper or dark finished metal.
- Balconies, rails, finials, corbels, plaques, etc.
- Flag or banner pole brackets.
- Fire sprinkler stand pipe enclosures and hose bib covers, preferably of brass.
- Security devices.

Note: Sample **grillwork, metalwork materials and treatments appropriate** to Downtown Waldorf are illustrated below and to the right.

Decorative metal arcades and balconies



Metal railings designed to define and enclose sidewalk café' seating area

Metal railings with flowerbed designed to define and enclose sidewalk café' seating area

Planting area enclosure

3.3.7 The Upper Façade

The upper façade of a building is distinct from the street-level storefront, and the design qualities differ. The upper façade consists of the following components:

- The cornice and fascia that cap the building front.
- The building's upper stories.
- The windows, which provide articulation and interest to the upper architecture.
- The piers, which extend to the ground level to visually support the façade and frame the storefront.
- The roof tops and roof top utilities.

The more massive, solid architecture of the upper façade gives the building its feeling of substance and expresses its architectural quality and character. Where appropriate, the design of buildings should provide a transition from the pedestrian level/storefront to the upper floors by the use of materials, building articulation, color and level of detailing.

Piers

Piers can frame the storefront, visually anchor the upper façade and create the unified architectural framework that organizes the street level's visual diversity. Where piers have been eliminated or reduced, the architectural definition of the facade will be unclear and the upper architecture inadequately balanced.

Recommended standards.

- The pier's width and spacing should give support to the façade.

- On wide buildings, piers that segment the storefront are recommended to improve proportional balance.
- Treat piers with the same or a complementary surface material to the facade.

Cornice and Fascia

A cornice or fascia creates a strong roofline, gives a finished appearance to the building façade and provides a transition from the building to the building's backdrop.

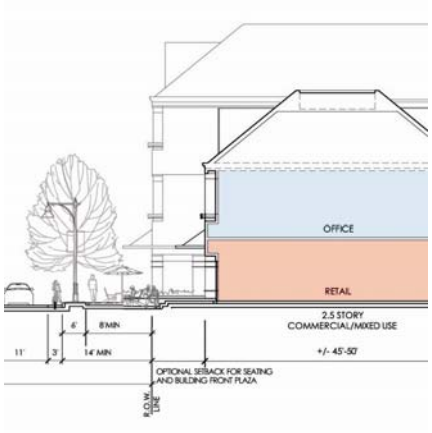
Mandatory standards.

- Design the cornice or fascia to be in proportion with the overall mass of the building.

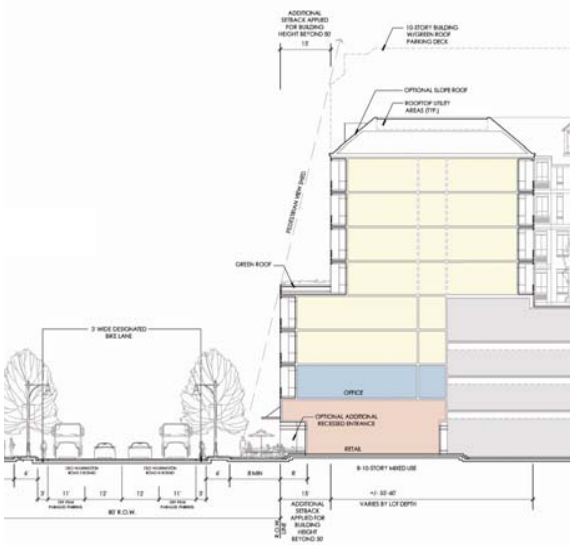
Roofs

Recommended standards.

- To avoid long expanses of unarticulated roofs, provide architectural articulation of roofs on commercial buildings at least every 20 linear feet. The articulation may consist of dormers, hip roofs, cupolas, gables, etc.
- Roofs may be flat or sloped on non-residential structures.
- Sheath visible portion of sloped roofs with a roofing material complementary to the architectural style of the building and surrounding buildings.
- Flat roofs should have cornices and coping and should be enclosed by parapets a minimum of 42" high, or as required to conceal mechanical and utility equipment.
- Pitched roofs, should be symmetrically sloped no less than 1:1. Shed roofs attached to the main structure or parapet top should be pitched no less than 1:1.



Mixed-use building with additional setback for urban plaza & seating space envisioned at Waldorf Town Center



Mixed-use building scale and façade cross section. For the higher buildings envisioned in the Acton Urban Center, an additional setback for the upper stories provides a less massive appearance and can allow a larger building to be in scale with lower buildings in the vicinity.

3.4 PARKING STRUCTURES

Free-standing and integrated parking decks will accommodate the parking needs of the proposed higher density mix of uses and transit oriented development. Following are design considerations for parking structures:

Mandatory standards.

- Locate freestanding parking structures to the rear of buildings They should not front on Old Washington Road, Leonardtown Road, Acton Lane and State Route 301, but may front on side roads or alleys.
- Parking structures, like other buildings along a commercial mixed-use street, should exemplify excellence in design and materials.
- Design and site parking structures to respond to pedestrian and vehicular circulation patterns, site utility connections and service accessibility.
- Design parking structures with exterior architectural and structural design, including color, materials, appearance, and landscaping, compatible and complementary to the principal structure or to adjacent structures.

Recommended standards.

- If feasible, a parking structure located adjacent to a street right-of-way should have retail/commercial uses on the first level fronting the street. The remaining sides of the structure should be set back 10' from the public right-of-way. The setback should be planted with trees, shrubs, and ground cover.
- When the placement of a parking structure creates a space between the immediately adjacent building(s) it is intended to serve and itself, provide a 10' minimum (20' preferred) open space buffer between the structures. The space between the structures should be landscaped and have a 5' wide minimum sidewalk for pedestrian and service access.
- Provide a 15' minimum buffer between the parking structure and adjacent driveways or surface parking areas. Within this buffer there should be a 10' landscape planting buffer adjacent to the building with a sidewalk (5' minimum width) along the curb edge.
- Incorporate landscaping on the top level of parking structures. Terraced planters and spandrels for parapet landscaping may be employed. Use a common graphic system at each level within a parking structure to simplify orientation for ingress and egress.
- Screen or soften the view of parking structures from adjacent property and open space by the use of evergreen plant materials and the preservation of existing trees, where possible.
- Provide elevators in parking structures with more than three levels. Elevators should be visible for safety and located for convenient access into pedestrian circulation systems.
- Internal ramps between floors should not be visible from streets. All facades should have a horizontal emphasis.

Note: Sample **parking structures appropriate** for Downtown Waldorf are illustrated below and on the next two pages.

Integrated parking structure façade designed to be compatible with the main structure design and material

Façade screening panel designs serve as screening devices and add visual interest

Good example of façade treatment where parking structure fronts the street

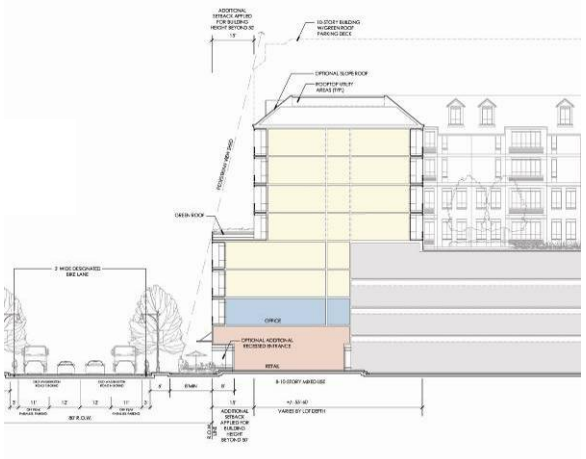
Parking garage entrances should have adequate way-finding signage

Setback between parking structure and the main building can be designed with courtyard landscape

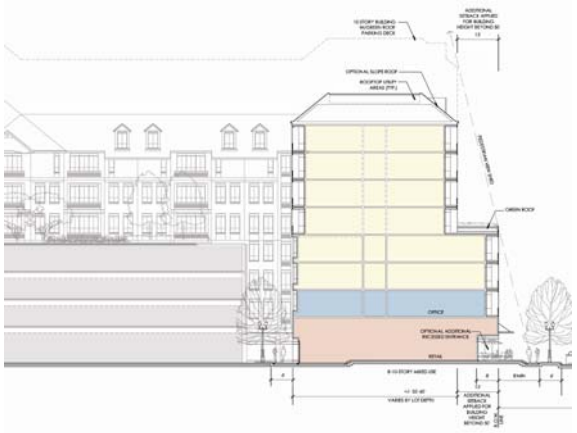
Elevator/stair towers and pedestrian entryways should be emphasized in the architecture to provide façade articulation in the parking structure

Example of pedestrian bridge and roof top garden on integrated structured parking

Shade trees screen the setback entry of an interior block parking structure



Example of integrated structure parking with green roof/roof garden amenity



Example of interior parking structure with a minimum 10’ buffer and 6’ walkway between buildings

3.5 ARCHITECTURAL STANDARDS FOR RESIDENTIAL CONSTRUCTION

This set of guidelines supplements the guidelines in the previous sections by addressing issues specifically related to this building type. Residential structures include townhomes, apartment buildings, and multi-family residential buildings as well as secondary structures such as garages, carriage houses, and sheds.

Residential development should be designed in consideration of the established sub-district development themes of an "Old Town" vs. "New Town" for the Waldorf Central and the Acton Urban Center Zones, respectively.

The architecture and urban design components for residential sites of Downtown Waldorf should embody the following:

3.5.1 Materials

Recommended standards.

- Consider traditional materials such as brick, stone, slate, or clapboard for residential façades in Downtown Waldorf.
- Material selection should reflect the overall development theme of each zoning district as described in Section 2.2. Also refer to Building Material Guidelines, Section 3.2.4.

3.5.2 Exterior Materials Colors

Coordination and restraint in choice of materials and colors is encouraged.

Recommended standards.

- Muted colors are preferred for the background color of most buildings.
- The use of one or two complementary accent colors for special features and trims such as ornamental details, windows sashes, and entrances is recommended.
- Retain the intrinsic color of unpainted surfaces, such as brick or stone masonry walls; however, concrete block foundations must be clad in brick, stone, pre-cast or patterned concrete.

3.5.3 Porches, Door Hoods and Stoops

Porches, door hood and/or stoop structures are encouraged to animate the streetscape.

Recommended standards.

- Articulate entrances to residential units with a stoop, stairs and/or a covered porch.
- Front porches should be between 6' and 10' deep. The width of a porch should not be less than 50% of the building front facade.
- The style, material and scale of door hoods or entrance porches should be compatible with the style of the main structure.
- The scale and design of details such as steps and stoops, porch columns, balustrades, railings and hand rails, and architectural lighting should be compatible in size, proportion, and design with the overall design of the building.
- Porch alterations and additions should complement the architecture of the building by using compatible materials, decorative details and construction techniques.
- Do not fully enclose a front porch for use as interior space.
- A front porch may be enclosed with translucent materials such as clear glass or screen provided that: 1) the enclosure maintains the existing porch structural details and materials, 2) added enclosure materials are recessed behind the existing porch structure to help maintain the open character of the porch, 3) 100% translucent material are used horizontally between original columns and vertically between top of railing and porch soffit (with allowance for minimal window framing).
- Side or rear porches may be enclosed for living space. Such enclosures should retain the details of the original porch.

3.5.4 Doors and Windows

The placement and scale of doors and windows on the facades of residential buildings are important in defining the character of each individual building.

Mandatory standards.

- Do not use blank lengths of wall exceeding 20 linear feet on new residential structures.
- Fenestration on all structure façades should comprise at least 30% of the façade area.
- The proportion, size and shape of windows and doors should be compatible with the overall façade proportion.

Recommended standards

- Window and door placement should replicate the horizontal lines of windows and doors of adjacent buildings that contribute to the character of Downtown Waldorf, to maintain continuity and rhythm between buildings.

3.5.5 Stair Towers and Fire Escapes

Mandatory standards.

- Place stair towers or fire escapes on the side or rear of buildings out of view from the front yard and public street.
- Stair towers should be semi-enclosed or enclosed with walls, glass, railings and/or a roof

structure and compatible to the main building in proportion, style and materials. If window and doorway openings are used, they should be compatible in proportion, style and materials with the architecture of the building (*Also refer to Windows and Doors Sections 3.3.2-3.3.4*).

3.5.7 Foundations

Mandatory standards.

- Exposed foundations should be kept to a minimum and should be appropriate to the architecture of the building.
- Concrete block or poured concrete foundations should be clad in brick, natural stone or architectural stone veneer. Do not use bare concrete or painted concrete foundations.
- If site conditions call for large areas of exposed foundation, clad the foundation in an extension of the building's façade siding.

3.5.8 Roofs

Roof design is a major contributor to the character of a building.

Recommended standards:

- Provide architectural articulation for residential roofs at least every 50 linear feet. The articulation may consist of dormers, hip roofs, cupolas, and gables.
- Consider using dormers and/or chimneys to scale down the presence of single roof form and add visual interest to the building. Dormers and chimneys should be in proportion to the overall scale of the building.
- Install gutters and downspouts on walls that are not visually prominent from public streets. If they must be installed on main building walls, they should be painted to match the color of adjacent building material.
- Flat roofs are appropriate only for commercial use buildings and should be kept to a minimum. If a flat roof must be constructed on a portion of a residential structure, it should be capped with cornice, brackets or other ornamental details.

3.5.9 Chimneys

While a functional requirement for many buildings, chimneys can also be a unique aesthetic element on a home and a thematic element for the neighborhood:

Mandatory standards:

- Chimneys should be finished of compatible material and designed in proportion to the architecture of the building. Brick, stone, or pre-cast stone or concrete chimneys are encouraged.
- If metal flues for heating or fireplaces are used, they should be encased in appropriate housings.
- Where metal is exposed at the chimney cap, it should blend in color with the chimney housing or roofing.

Note: Sample **residential building design and finishes appropriate** for Downtown Waldorf are illustrated to the right and on the following page.

Residential building scale and façade articulation envisioned at Waldorf Central District

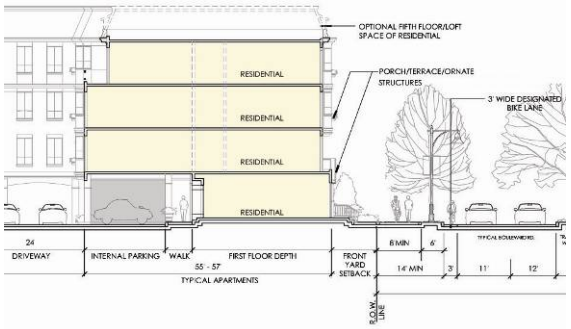
Residential building scale and façade articulation envisioned at Waldorf Central District

Residential building scale and façade articulation envisioned at Waldorf Central District

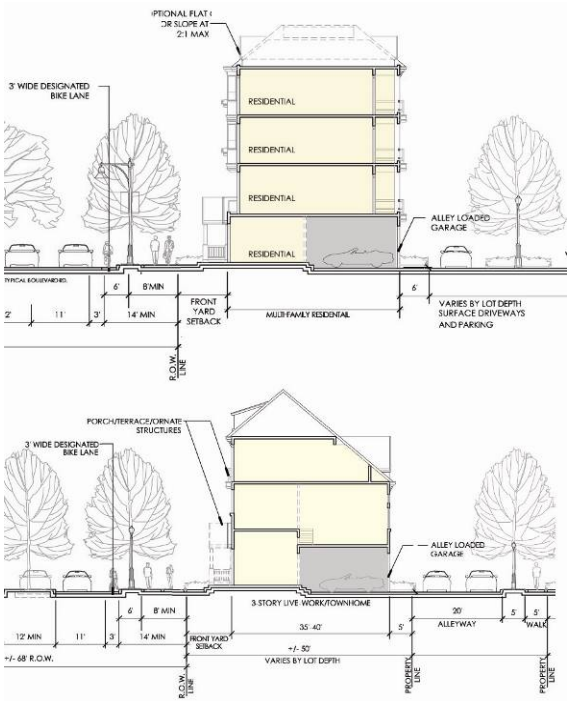
Residential building scale and façade articulation envisioned at Waldorf Central District

Residential building scale and façade articulation envisioned at Acton Urban Center District

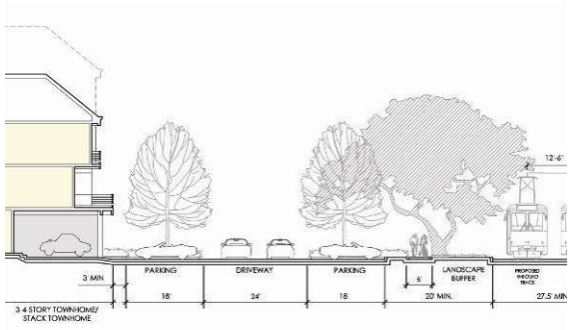
Residential building scale and façade articulation envisioned at Acton Urban Center District



Residential use building scale and façade articulation cross section envisioned throughout Downtown Waldorf



Multi-family residential building with integrated parking garage envisioned along new Waldorf Urban Minor Collectors and Waldorf Urban Local Roads.



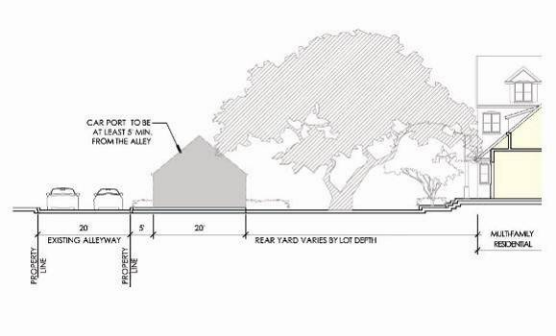
Backyard setback to accommodate alleyway and landscape buffering zone envisioned along the CSX railroad and future light rail alignment

3.5.10 Ancillary Structures, Breezeways and Garages

Mandatory standards:

- All ancillary structures including garages, storage buildings, decks, greenhouses, gazebos, trellises, and other outbuildings, whether attached to the main residential structure or detached, should be compatible in design, color and material with the primary structure.
- Do not use pre-fabricated metal outbuildings.
- Place garages, carports, and surface parking pads at rear of buildings.
- Incorporate residential garages into the first floor of the structure or a free-standing structure no larger than 500 square feet in the rear of the property. The entrance to the garage should be from a secondary street or alley. The garage doors should accommodate one or two automobiles.

Note: Sample **free-standing garage structures appropriate** for Downtown Waldorf are illustrated below.



Free standing garage/car port accessed from backyard alleyway with appropriate size and setback

Note: Sample **integrated garage structure appropriate** for Downtown Waldorf is illustrated below.

Example of integrated garage on the first floor of the building accessing from the rear and/or side

3.5.11 Fences/Garden Walls and Landscape Details

Mandatory standards:

- Locate landscaped courtyards and/or lawns between building entrances and street right-of-ways.
- Choose fence and wall material and design matching the vernacular of the main structure and adjacent structures.
- Construct retaining walls, where necessary, with materials and style compatible with the streetscape.
- Avoid bare, poured concrete, wood posts and timber tie, and modular concrete retaining walls in a front or side yard seen from a public street.

Note: Sample **fence & garden wall treatments appropriate** for Downtown Waldorf are provided below, to the right and on the next page.

Walls and planter designed with materials that complement the architecture appropriate for Downtown Waldorf

Contemporary open space planter, seating walls and brick pathways appropriate for Waldorf Downtown District

Integrated seating, planter, and retaining wall using simple but sophisticated material such as stainless steel and scored concrete walls appropriate for Acton Urban Center Zone.

Planter wall detail design with matching site furnishings appropriate for Acton Urban Center District

Fences, garden walls and entry stairs should match the vernacular and style of the building architecture

Fences and garden walls and entry stairs should match the vernacular and style of the building architecture

4.0 PUBLIC REALM DESIGN ELEMENTS FOR STREETS AND STREETSCAPES

4.1 MAJOR TRANSPORTATION SYSTEMS AND THE STREET NETWORK

4.1.1 Intent

The street hierarchy described in the Downtown Waldorf Vision Plan, Section 5.3, establishes four street types: Waldorf Urban Major Collector, Waldorf Urban Minor Collector, Waldorf Urban Local Road and Waldorf Alleys. The road sections provided in Figures 5 through 8 of the Vision Plan establish the desired road standards for Downtown Waldorf, including right-of-way width, the number of travel lanes, on-street parking, bicycle lanes , and the width of lanes, planting strips and sidewalks.

To establish the character of each type of street and the abutting land use areas, road improvements shall conform to the road sections established in the Vision Plan. The Waldorf urban road standards will be incorporated into the Charles County Roads Ordinance to clarify that these specific Waldorf standards, not the County's urban road standards, are applicable within Downtown Waldorf.

U.S. 301, a Principal Arterial Highway abutting the study area, and MD Route 5 Business (Leonardtown Road), an Intermediate Arterial, are State highways not subject to these guidelines. However, recommendations for properties with frontage on these highways are provided below..

The following guidelines note some of the details reflected in the road sections.

4.1.2 Principal Arterial (US 301)

Deeper building setbacks as required by the buffer standards of the Highway Corridor Overlay Zone will be applied along US 301.. A continuous service road should be established by incorporating sections of the service roads into individual site plans and subdivision plans.

4.1.3 Intermediate Arterial (Leonardtown Road, MD Route 5 Business)

Leonardtown Road carries medium speed, high-volume through traffic from the highway to areas outside Downtown Waldorf. The streetscape standards for the Waldorf Urban Major Collectors apply equally well to Leonardtown Road. Wide sidewalks and uniform building frontages will allow this road to enhance the character of the area. Maryland State Highway Administration (SHA) is currently studying the Leonardtown Road corridor. The County should work with the State as feasible to influence streetscape improvements in a direction that contributes to the area.

4.1.3 Waldorf Urban Major Collector

Acton Lane is designated by the Vision Plan as a "Type A" Waldorf Urban Major Collector. It will serve as mixed-use and commercial corridor carrying through traffic to and from areas outside Downtown Waldorf. Acton Lane must accommodate medium-speed, high volume traffic. It should have center medians and wide sidewalks with uniform building frontages lining the edges.

The boulevard center median aids in traffic control and safety. If right-of-way width is sufficient, a landscaped median should be provided.

Old Washington Road is designated as a "Type B" Waldorf Urban Major Collector. Designed for low- to medium-speed travel, this street provides frontage to commercial and mixed-use development. It is urban and pedestrian-oriented in character with buildings aligned close to the R.O.W. edges. Parallel parking is provided if possible, during off-peak hours. Wide sidewalks with high-quality material and finishes, and side medians planted with trees, should be used to accommodate high pedestrian traffic.

Urban Major Collectors can be designed to have flush curbs with bollards for pedestrian safety. Special paving may be used throughout in certain areas to encourage special venues/events with streets closed off.

Recommended principal qualities:

- See Road Sections in the Vision Plan, Figure 5.
- On-Street Parking: Off-peak, parallel on-street parking. (On-street parking may not be feasible for Acton Lane.)
- Sidewalks: Minimum width of 8' on both sides of the street.
- Planting Zone: A 6' wide minimum planting zone between back of curb and sidewalk or tree pits (minimum size 6' x 8') along both sides of the street.
- Bikeway: Where feasible, incorporate a striped or special paved bikeway as part of roadway paving along both sides of the street.
- Bus Pull Out: Bus pullouts may be substituted for on-street parking at select locations.
- Minimize curb cuts, especially on Acton Lane and Leonardtown Road.

4.1.4 Waldorf Urban Minor Collector

Urban Minor Collectors serve multi-family residential and mixed-use transition areas along the proposed and existing east-west street system.

The Waldorf Urban Minor Collectors are urban in character, small-scale, low-speed connector streets with raised curbs, parallel parking, and buildings aligned with narrow setbacks. Wide sidewalks with high-quality material and finishes should be used to

accommodate medium–volume pedestrian traffic. The following are guidelines to ensure the street hierarchy standards and its visual quality:

Recommended principal qualities:

- See Road Sections in the Vision Plan, Figure 6.
- On-Street Parking: Along both sides of the street.
- Sidewalks: Minimum width of 8' wide on both sides of the street (subject to specific use).
- Planting Zone: 6' wide minimum planting zone between back of curb and sidewalk or tree pits (minimum size 6' x 8') on both sides of the street.

4.1.5 Waldorf Urban Local Road

The Waldorf Urban Local Roads function as frontage streets for medium-density buildings, mainly residential. Small-scale and low speed, they have optional parking, continuous planting, narrow sidewalks, and buildings set further back.

Development fronting Urban Local Roads should provide landscape treatments within the front yard that enhance the streetscape's visual quality.

Recommended principal qualities:

- See Road Sections in the Vision Plan, Figure 7.
- Sidewalks: 6' wide minimum along both sides of the street (subject to specific use).
- Planting Zone: 6' wide minimum planting zone between back of curb and sidewalk.

4.1.6 Waldorf Alleys

Alleys provide access to parking and the rear of buildings. In most cases, they have no sidewalks, landscaping or building setbacks. Alleys used for service must be designed to accommodate service truck access and movement.

A system of alleyways may also be constructed within the interior portions of proposed development properties in Downtown Waldorf. They should be parallel or perpendicular to the street system and connect the proposed building(s) and parking facilities to a public street.

Alleys will typically be designed primarily for vehicular travel. However, there may in some cases be a setting appropriate for a pedestrian-oriented alley that would only be needed for emergency vehicular access. The pavement material would play an important role in creating a pedestrian, path-like environment.

Recommended principal qualities:

- See Road Sections in the Vision Plan, Figure 8.
- Movement: Un-signalized, one or two-way pattern.
- Lanes: 1 to 2 lanes with no turn lanes.
- Paving materials to match those of adjacent public streets, or specialty pavers may be used.

4.2 PUBLIC TRANSPORTATION

At full development of Downtown Waldorf a higher use of public transit should be expected. Future transit facilities should meet the following standards:

- Developments at designated VanGo stops may construct a bus shelter.
- The bus shelters should be coordinated with the character of the adjacent architecture and streetscape furnishings.

Note: Sample **transit furnishings appropriate** for Downtown Waldorf are illustrated below.

Contemporary style transit shelters appropriate for Waldorf Central Zone

Modern style transit shelters appropriate for Acton Urban Center.

4.3 SIDEWALKS AND OVERALL STREETSCAPE DESIGN

The Waldorf Urban Design Study envisions a pedestrian-friendly environment favoring traditional design principles in which residents, the work force and visitors have equal access to amenities, goods and services. Major pedestrian elements include sidewalks, crosswalks, covered walkways, through building and garage connections and trails/pathways.

4.3.1 Integrated Pedestrian Circulation

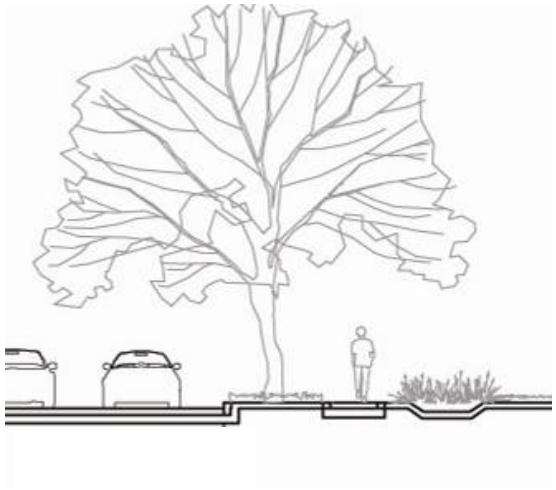
Pedestrian linkages will support growth and facilitate transit-oriented development.

Mandatory standards:

- Provide adequate and safe sidewalks and pedestrian circulation systems.
- Distinguish pedestrian circulation from vehicle use areas by using colored pavement, brick, alternative pavements and/or landscaping.

Recommended standards:

- To the extent feasible, each site being developed should contribute to an integrated system of through building passages, garage connections, pedestrian concourses and covered walkways to complete the circulation system.
- Use consistent graphics and lighting to identify sidewalks within development sites, parks and other appropriate locations.



4.3.2 Private Sidewalks

Private walkways should be provided by individual developers and property owners.

Mandatory standards:

- Provide private walkways and sidewalks to connect to existing and proposed sidewalks, buildings, parking areas and public spaces.
- Connect residential entry areas to the public walkway system.

Recommended standards:

- Where possible, sidewalks should be compatible with the building architectural patterns and materials.
- Provide covered walkways at building entries and porte-cocheres.
- Do not use bituminous paving in sidewalk areas.

Note: Sample **private sidewalk treatment appropriate** for Downtown Waldorf is illustrated below.

Private walkways designed to connect entrances with the community green and public walks

4.3.3 Public Sidewalks and Associated Streetscapes

Mandatory standards:

- Public sidewalks should be provided by developers, property owners, and the County along all public and private streets.
- The County should establish a consistent lighting and site furnishing program along public streets in Downtown Waldorf. Within the public right-of-way, repetitive fixtures and amenities should be used. Private lighting and site furnishings will permit variations, within individual lots, of the traditional "public" elements.

Note: Sample **Waldorf Urban Major Collector treatments appropriate** for Downtown Waldorf are illustrated below and on the next page.

Urban Major Collector streetscape for streets with substantial through traffic with integrated turn-lane at major intersections

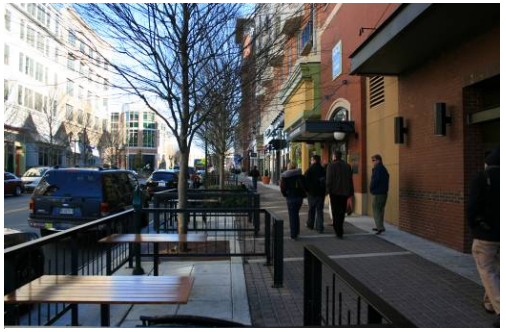
Urban Major Collector streetscape with well-sized median at intersection; would be appropriate for Acton Lane and Leonardtown Road intersections

Urban Major Collector streetscape with high-quality sidewalk and cross walk paving material and planting area to create pedestrian-oriented environment

Urban Major Collector streetscape with parallel parking.

Urban Major Collector streetscape with special pavement at major crosswalks

Urban Major Collector streetscape with icon architecture and neighborhood signage at major intersections



Commercial uses can visually spill into public realm through the use of awnings, seating area and fencing

Wide sidewalk with high-quality material and finishes animates street environment

In-ground tree planter and continuous paving treatment create engaging urban streetscape

Note: Sample **Waldorf Urban Minor Collector streetscape treatments appropriate** for Downtown Waldorf are illustrated below.

Urban Minor Collector with continuous planting strip to create residential-oriented environment

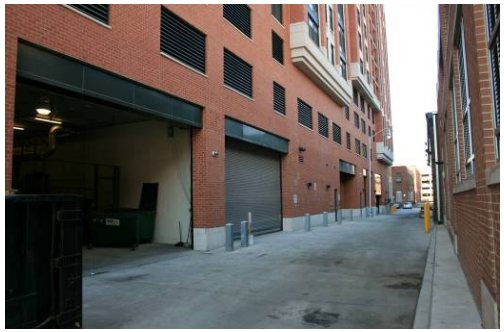
Waldorf Urban Minor Collector streetscape treatment should maintain quality of material and finishes as a transition zone from mixed-use to residential area

Note: Sample **Waldorf Urban Local Road streetscape treatments** appropriate for Downtown Waldorf are illustrated below.

Urban Local Road treatment with patterned / scored concrete walkways and continuous lawn panels

Urban Local Road with on-street parking and simple pattern and/or scored concrete sidewalk animated by street trees and plantings to create a residential-oriented environment

Note: Sample **pedestrian and vehicular alley treatments appropriate** for Downtown Waldorf are illustrated below and to the right.



Vehicular alleyway dedicated primarily to service use and service vehicle access

Example of mixed-use vehicular alley with pedestrian-oriented environment and integrated bikeway

Residential vehicular alley

Note: Sample **pedestrian ways appropriate** for Downtown Waldorf are illustrated below and to the right.

Pedestrian way in commercial development.

Walkway within commercial development

Pedestrian way within residential development

Pedestrian concourse in mixed use development

4.3.4 Paving Materials

Special sidewalk treatments such as brick or colored concrete pavers add color and interest to a streetscape. Masonry pavers are cost-effective over the long term due to their durability and ability to be removed and reset for underground repair of utilities. With concrete sidewalks, the need for access to utilities in commercial corridors frequently results in unsightly concrete patching.

Recommended standards:

- A hierarchy of paving material palettes is suggested as follows:
  - Urban Major Collector – brick or slate paving.
  - Urban Minor Collector – 70% colored concrete pavers and 30% brick or slate specialty paving with in-ground planters in commercial areas or tree lawns in residential areas.
  - Urban Local Road – 90% poured concrete with 10% brick or slate paving marking entrances to residences with tree lawns along the curb.
- Do not use bituminous paving in sidewalk areas.
- Distinguish pedestrian circulation from vehicle use areas by using colored pavement, brick, alternative pavements and/or landscaping
- Where appropriate, use pervious rather than impervious paving materials to help reduce storm water runoff speed and quantities.

Note: Sample **hierarchy of paving materials and treatments appropriate** for Waldorf Downtown are illustrated to the right.

Urban Major Collector streetscape - full brick or concrete unit paver streetscape palette

Urban Minor Collector - brick and concrete pavers or patterned concrete streetscape

Urban Local Road streetscape - simple patterned or scored concrete streetscape

4.3.5 Crosswalks

Marked pedestrian crosswalks should be provided at intersections of streets, vehicular courts and parking lot driveway entrances where there is a stop sign or traffic signal, or where deemed desirable by the County.

Recommended standards:

- Pedestrian crosswalks should be consistent in layout and design; however, the materials used for implementation may differ depending on the type of streets. In areas where a more elaborate streetscape crosses one that is less so, the crosswalk treatment should respond to the more elaborate of the two. Thus, where a brick streetscape crosses a concrete streetscape, the crosswalks should match the brick.
- Align the outer limits of crosswalks with the building facades or rights-of-way of the two intersecting streets. The inner limits of the crosswalks are defined by standard dimensions for crossing widths (8' to 15' or equal to the sidewalk width.)
- Define street crossings by using contrasting paving materials or painted striping.
- Crosswalks at primary intersections indicated on the *Street Hierarchy and Circulation Diagrams (Figure 3, or Figure 4 in the Downtown Waldorf Vision Plan),* should be a Type A Crosswalk – stamped and colored asphalt with a 1'-0" white paint band outlining both sides of the crosswalk or a brick/concrete unit pavers field with a 1'-0" concrete band outlining both sides of the crosswalk.
- All other crosswalks should be a Type B Crosswalk – striped with white paint or thermoplastic vinyl tape.

- Review crosswalk designs for compliance with the Americans with Disabilities Act Accessibility Guidelines.

Note: Sample **hierarchy of crosswalk materials and treatments appropriate** for Downtown Waldorf are illustrated below and to the right.

Stamped asphalt with painted or thermoplastic borders

Unit pavers with concrete bands

High-quality, pedestrian gateway crosswalk installation near the Naval Academy Campus - Annapolis, MD

A crosswalk striped with paint or thermoplastic vinyl tape

4.3.6 Trails/Pathways

Maintained trails and pathways should be provided through naturalized greenways, public spaces and common areas, forming a continuous circulation system connected to the traditional public sidewalks. Within environmentally sensitive areas, a curvilinear alignment and layout that preserves natural vegetation and features should be used.

Note: Sample **trail and pathway materials and treatments appropriate** to Downtown Waldorf are illustrated below.

Example of low-impact trail system within wetlands area

The use of compacted gravel or porous concrete/ asphalt is recommended for trail paving

4.3.7 Street Trees

The following guidelines for street tree quantity are more stringent than the Subdivision Regulations, which require one street tree per 50 feet. The higher standard in these guidelines should be used to provide an attractive, shaded, urban environment. Street trees should be planted in conjunction with subdivision plans, major site plans, or road construction projects. Because parcels will vary in size, physical character and restrictions, more or less plant material than specified below may be required.

Mandatory standards:

- Provide one large shade tree per 40 linear foot of frontage along public roadways and major private streets. Planting distance may vary; plant trees 35’ to 45’ on-center.

Recommended standards:

- Although shade trees are the most desirable type of tree for planting, two smaller ornamental trees may be substituted for one shade tree
- Coordinate spacing of street trees with striped on-street parking spaces. Proper spacing should allow vehicle passengers to open doors without hitting a tree and thus minimizes the damage inflicted upon trees from car doors.
- Plant street trees flush with the pavement or slightly lower for surface water flow.
- Consider the use of in-ground tree planters rather than tree grates for street trees. In-ground planting beds provide healthier street trees by providing water absorption, lessening the risk of compaction and providing increased room for healthy root growth. Pedestrians are discouraged from walking through the planters by planting with ground cover or low shrub masses (1’ high maximum).

Note: Sample **tree planters appropriate** for Downtown Waldorf are illustrated below.

In-ground tree planters with flush paving band and low shrub plantings

In-ground tree planters with typical lawn panel treatment

4.4 STREETSCAPE AND SITE MATERIALS/ FURNISHINGS

4.4.1 Family of Elements

The detail elements of a streetscape play a vital role in creating a desired theme or sense of place in urban environments. The elements include paving, crosswalks, lights, benches, trash receptacles, in-ground planters, bicycle racks and plant materials.

4.4.2 Quality and Durability

Streetscapes should be thought of as long-term investments and chosen for their design, cost, structural stability, durability and sustainable qualities. The elements presented in this section are intended to serve as guidelines for comparison with furnishings and materials put forth in development proposals.

4.4.3 Coordinated Materials

Establish a variety of coordinated street furnishings or hardscape improvements that reinforce the differing characters of the Waldorf Central Zone and the Acton Urban Center Zone. A coordinated palette selection should be made by Charles County agencies prior to construction of public improvements within Downtown Waldorf. The following general guidelines should apply:

Recommended standards:

- Bollards should be a minimum 12" to 18" in diameter. Pre-cast concrete and metal are acceptable materials. No fiberglass or wood materials should be used.
- Metal flagpoles matching the street lights may be used for political jurisdiction, festival, and corporate flags. Flagpole heights should not exceed 30'.
- Where used, pole-mounted light sources should have a controlled cut-off reflector and should match public street lighting.
- Sculpture should be appropriate in scale, form and texture. It should not produce noise – other than that can be generated from moving water – or contain flashing or moving lights. Fountains and water features may be appropriate in plaza areas.

Additional guidelines are presented for each of the specific streetscape and site furnishing items which follow.

Note: Sample **traditional and contemporary site furnishing styles and treatments appropriate** for Downtown Waldorf are illustrated below and to the right.

Coordinated street furnishings will help reinforce the street hierarchy

4.4.4 Telephone Enclosures

Telephone enclosures should be decorative in nature and have a consistent theme throughout Downtown Waldorf.

4.4.5 Trash Receptacles

Properly designed, trash receptacles can be an attractive sidewalk element. They should be placed in public plazas and parks, bus stops, highly trafficked street corners, and other areas where people congregate. Trash receptacles should also be located outside of food service facilities and convenience stores. They should not be placed where they would interfere with pedestrian or ADA movement.

Recommended materials are stone, pre-cast concrete, and metal. To the extent feasible, trash receptacle colors and materials should complement and be coordinated with adjacent buildings and other site furnishings. Following are recommended features for trash receptacles:

Optional standards:

- Covered top is preferred.
- Receptacle includes a minimum of 30-gallon capacity polyethylene liner.
- Side or top opening styles.
- Hinged door allows easy access for emptying; opens with toe clip mechanism, latches when closed.
- Free-standing/surface-mounted pads; shipped with glides standard.
- Ash urns formed of 1/8 in. recycled aluminum; hooks onto top rod of receptacle door.
- LEED Recommendation - Litter receptacles should have a recycled material content of 75% or greater of which 50% or greater is post consumer and 30% or greater is post industrial. Receptacle liners should be 100% recyclable.

Illustrated below is an array of available and appropriate styles of trash receptacles from different companies.

Note: Sample **trash receptacles appropriate** for Downtown Waldorf are illustrated below and to the right.

Traditional Style trash receptacle appropriate for Waldorf Town Center Zone – Victor Stanley/Urban Accessories

Contemporary Style trash receptacle appropriate for Waldorf Central and Acton Urban Center Zone – LandscapeForms

Modern Style trash receptacle appropriate for Acton Urban Center Zone – LandscapeForms

4.4.6 Benches, Tables and Chairs

Benches offer a place to rest, wait and watch. Placement should depend on identified areas of need and not interfere with pedestrian movement.

Recommended standards:

- Color and style should complement and be coordinated with the building and paving materials.
- Construction should be of contoured, recycled wood, plastic or metal with the frame and/or end members constructed of heavy metal for quality and durability.
- Additional LEED Recommendations:
  - Benches should have a high percentage of recycled content.
  - Powder-coating finish should not contain any heavy metals, should be HAPS-free and should have negligible VOCs.

Note: Sample **bench furnishings appropriate** for Downtown Waldorf are illustrated to the right.

Traditional Style Bench appropriate for Waldorf Central District – LandscapeForms/Victor Stanley

Modern Style Bench appropriate for Acton Urban Center District – LandscapeForms

Contemporary Style Bench appropriate for Waldorf Central and Acton Urban Center District – LandscapeForms

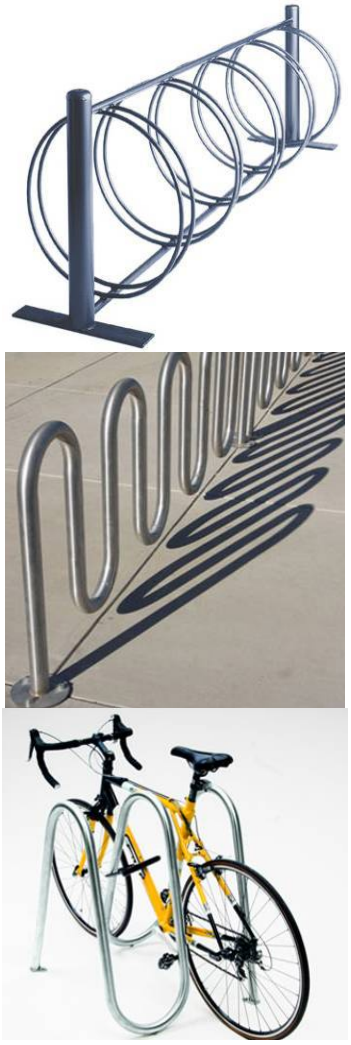
4.4.7 Bicycle Parking

Bicycle racks should be provided throughout Downtown Waldorf, especially in surface parking lots and along Urban Major Collector and Urban Minor Collector streets. In residential areas, they should be sited to minimize their appearance from the public streetscape. The color should complement the proposed streetscape improvements.

Recommended standards:

- One bicycle parking space for every 20 motor vehicle parking spaces or a rack(s) that will hold 10 bicycles (permanently anchored) should be provided. The bicycle rack(s) must be visually and physically accessible from the public sidewalk and street.
- LEED Recommendations:
  - Bike racks should have a high percentage of recycled content.
  - Powder-coating finish should not contain any heavy metals, should be HAPS-free and should have negligible VOCs.

Note: Sample **bicycle racks and stanchions appropriate** for Waldorf Downtown are illustrated to the right.



Multi-Bike Rack - Urban Accessories/ Sitescapes/LandscapeForms

Single Bike Rack – Victor Stanley/ LandscapeForms

4.5 BIKEWAYS

Roadway surfaces with sufficient right-of-way width should be designed to accommodate bicyclists. Bicycle lanes and paths should connect to the existing and planned bicycle systems and link parks, open spaces, schools, libraries, civic buildings and neighborhoods. Bikeway lanes at least 4' wide or as recommended by AASHTO should be properly integrated into the pavement area of certain Urban Major Collector streets as shown on the road sections in Chapter 9. A clearly designated separation between bicycle zones and vehicular areas must be visually established by using marking lanes strips, varying colors or materials.

Note: Sample **bikeway treatments appropriate** for Downtown Waldorf are illustrated to the right. Additional information on possible bicycle lane design is included in the Downtown Waldorf Vision Plan, Figure 9.

Designated lane for bicycles

Bike lanes designated by special material such as color pavers are encouraged

5.0 SIGNAGE

5.1 DESIGN INTENT

These guidelines supplement Article XIX of the Zoning Regulations.

A well-structured sign system facilitates pedestrian and vehicular movement through and around the community. Signage should be installed in accordance with the following framework:

- **All signs within a development project** should be coordinated with a consistent style. Signs should be high quality and maintain a uniform color scheme, material, and design. A unifying logo should relate the signs to one another.
- **Primary entrance signs** identifying a development can occur at key locations where internal roadways intersect main roads
- **Secondary entrance signs** identify specific buildings or tenants and should occur at parking facility entryways. These signs should be of small monument style and consistent with the primary entrance signs.
- **Directional signs** indicate locations of tenants, facilities, amenities, and other important locations. They should be designed in scale to accommodate vehicles and pedestrians.
- **Regulatory signs** indicate handicapped parking, loading zones, fire lanes, and other service-related components. These signs should be kept to a minimum and be consistent with the overall sign system whenever possible. Posts should be round or rectangular tube steel; "Channel" posts are not recommended.

5.2 BUILDING-MOUNTED SIGNS

5.2.1 Location

Recommended standards:

- On traditional multi-story commercial buildings, signs fit most naturally on the lintel or sign frieze which separates the ground level storefront from the upper façade. In this location the sign serves as a boundary between the two major façade components and helps to strengthen their definition.
- Signs within a block face should be located at approximately the same height to create a unified look.
- No sign or any part thereof, including braces, supports or lights should exceed a height of 20 feet, measured from grade level directly below the face of the sign to the highest part of the sign.

5.2.2 Size, Materials and Message

Mandatory standards::

- Each sign should be sized in proportion to both the individual storefront and the building as a whole. Signs should not overwhelm or obscure the basic architectural character of the building.
- Sign materials and colors should be compatible and complementary with the building's architectural materials and character. Do not use poorly crafted signs or materials which convey a low-quality image such as plastic panels.
- Limit words on a sign to the name of the business and pertinent information related to its operation. The lettering and logo should be simple, bold lettering with easily recognizable symbols.

5.2.3 Projecting Signs

Projecting signs are appropriate for commercial, retail, and office uses located on the ground floor of buildings. Small projecting signs are effective for attracting the attention of pedestrian patrons.

Mandatory standards:

- Area and height –The sign face should not exceed 16 square feet in area or 6' in height.
- Quantity – There should not be more than one projecting sign or one ground pole sign, but not both, for each storefront tenant and upper floor business tenant, unless the premise is on a corner lot or has public entrances on two or more public right-of-ways, in which case a set of projecting signs may be erected toward the second public way.

Note: Appropriate Treatments –**Projecting sign treatments appropriate** for Downtown Waldorf are illustrated on the next page.

Good example of traditional perpendicular-mounted, hanging wood and banner signs appropriate for Waldorf Central District

Good example of contemporary perpendicular cut metal sign and three-dimensional sign appropriate for Acton Urban Center District

5.2.4 Wall Signs

Wall signs should complement the architectural design of the building.

Mandatory standards:

- Location – Locate wall signs in 1) the ground floor storefront façade, 2) the horizontal base band or sign frieze of the building, or 3) free-standing pinned letters between the first and second floor windows.
- Position – Center wall signs over a first floor display window or main doorway entrance. Wall signs may be located on the vertical face of a marquee, but no part of the sign should extend above or below the vertical face. The bottom of a marquee sign should be no less than 10' above a walkway or grade at any point.
- Depth – No wall sign should project more than 6" from the wall in which it is mounted.
- Number – Limit the number of wall signs to one per ground floor tenant unless the premise is located on a corner lot or has public entrances on two or more public right-of-ways, in which case a second set of wall signs may be erected toward the second public way.

Note: Appropriate Treatments – Sample **wall sign treatments appropriate** for Downtown Waldorf are illustrated below and on the next page.

Facade sign installed within commercial tablature envisioned for Waldorf Central District

Sample of window transom signage

Creative fonts and elements add interest along streetscape.

Refined three-dimensional façade signage appropriate for Acton Urban Center District

Both wall and projecting signs may be used if the total square footage is within overall guidelines.

Complementary facade signs installed within the commercial tablature.

5.2.5 Awning Signs

Signage may be placed on awnings.

Mandatory standards:

- Awning signage may be located on the front of the awning face flap or on the sloped surface of awning cover.
- Limit text on awning flap to a 6-inch height, while the text and logo on the awnings sloped surface may be 6 square feet in area for each awning.
- The awning canopy should not extend more than 5’ from the face of the building façade and should be at least 7’ above the ground plane.
- Number – Limit awning signs to one per building entry and window covering.

Note: Appropriate Treatments – **Sample awning sign treatments appropriate** for Downtown Waldorf are illustrated on the next page.

Good example of awning signage

Contemporary style awning signage – South Side Works Development, Pittsburgh, PA

Good example of awning signage used to complement the primary wall signage

5.2.6 Window Signs

Recommended standards:

- Center over a primary first floor display window or main doorway entrance.
- Limit to 8 square feet maximum per storefront with a 2' maximum height.
- Generally center the sign within the primary storefront display window, doorway or an overhead window transom.
- Limit to one window sign per ground level building entry.

Note: Appropriate Treatments - Sample permanent window sign treatments are illustrated below.

Good example of window transom signage

5.3 TENANT DIRECTORY SIGNS

Recommended standards:

- Number – Use only one tenant directory sign per building.
- Place tenant directory signs in rear yards and shared surface parking lots, not along public streets.
- Limit to 6' in height and 18 square feet per face, 36 square feet for both faces combined.
- These signs should be limited to identifying the name of the building and/or the individual enterprises located therein, trademark or identifying symbol or any combination thereof.
- Design sign from the same materials as the building identity sign or from the architectural theme and style of the street signage.

Note: Sample **tenant directory sign treatments appropriate** for Downtown Waldorf are illustrated below.

Good examples of traditional style, free-standing pedestrian and vehicular oriented tenant directory signs appropriate for Waldorf Central District

Good examples of contemporary style, free-standing pedestrian and vehicular-oriented tenant directory signs appropriate for Acton Urban Center District

5.4 ILLUMINATED SIGNS

Mandatory standards:

- Permitted Illumination Types – Individual dimensional word or metal letter, backlit ("halo-effect") letters. Face lit signage from wall-mounted or ground-mounted light fixtures.
- Do not use internally lighted signs.
- Do not use the following types of illumination: 1) Exposed tubing or a series of lights in rows, strings or patterns; 2) Flashing or intermittent lights, or lights of changing degrees of intensity of color or moving copy (exclusive of temporary Christmas and seasonal holiday lighting); and 3) Internally illuminated channel letters with opaque metal sides and white translucent acrylic faces.

Appropriate Treatments – Sample **illuminated sign treatments appropriate** for Downtown Waldorf are illustrated below and to the right.

Well hidden ground-mounted sign illumination

Good example of direct burial up-light illumination

Good example of façade signage illuminated from the front

Good example of hidden LED lighting to illuminate sign with soft indirect glow

Note: Inappropriate Treatments – Sample **illuminated sign treatment inappropriate** for Downtown Waldorf is illustrated below.

Poorly hidden ground-mounted sign illumination

5.5 INFORMATION KIOSKS

Information kiosks may be permitted on a case-by-case basis. Kiosk housings should be consistent with Downtown Waldorf architectural themes and materials. The graphic parameters will be designed to permit maximum design flexibility on the kiosk faces. The services of a graphic designer are strongly recommended in laying out the kiosk face.

Note: Sample **directory kiosks design and treatments** appropriate for Downtown Waldorf are illustrated to the right.

Sample of traditional, monument-style pedestrian directory kiosks appropriate for Waldorf Central District

Sample of pedestrian-oriented, contemporary wayfinding kiosks appropriate for Acton Urban Center District

5.6 SPECIALTY SIGNAGE / BANNERS

5.6.1 Banners

Recommended standards:

- Specialty banners are recommended on light fixtures along Waldorf Urban Major Collector or Minor Collector streets. Banners can advertise special events throughout the city, celebrate holidays, and add color.
- Design banners to be changeable, as opposed to disposable. It is recommended that banner fabrics be marine canvas or vinyl. These fabrics will withstand exposure to the sun, allow air movement through the banner and be resistant to damage by strong winds.

5.6.2 Flags

Recommended standards:

- Patriotic or political jurisdiction flags, corporate and nonprofit organization flags should be limited to one each per lot and should not be larger than 6 feet by 10 feet. Flags should be sized in accordance with pole height as follows:

Pole height in feet	Flag dimension in feet
15	3 x 5
20-25	4 x 6
30	5 x 8

- Pole heights over 30’ are not recommended.

5.6.3 Boards

Recommended standards:

- Sandwich boards, restaurant preview and menu boards should be limited to one each per site, not greater than 3’ in height or 4’ in length.

Note: Sample **sign banner treatments** appropriate for Downtown Waldorf are illustrated on the next page.

Refined specialty banner signs welcoming visitors to Waldorf Downtown District or a destination building

Banners can also be used seasonally or designed to celebrate annual events

5.7 PUBLIC/REGULATORY SIGNS

Public regulatory signage has the potential to clutter due to piecemeal implementation, proliferation and engineered fabrication. Each set of signs is typically placed without regard for their immediate surroundings or where other signs may be. Attachment of signs to existing street lights and poles detracts from their appearance. Sign posts are numerous and are often out of vertical alignment. The following standards will help to organize public signs and enhance the visual qualities of Downtown Waldorf and neighboring area.

Recommended standards:

- Placement – Signs should have standard locations and be placed far enough from the curb to prevent damage from vehicles. Place signs so that they are not visual or maintenance obstacles.
- Consolidation – Reduce the number of signs and sign posts by pairing and clustering signs.
- Identity – Develop a signage standard which will distinguish Downtown Waldorf signs from the ordinary utilitarian appearance of public signs. Develop a silhouette design for the top and bottom of standard signs.
- Attachment – Place signs on sign posts. If signs are to be attached to lamp poles, use a bracket which projects the sign away from the post.

Optional standards

A simple, square straight steel pole in a standard color may be used throughout the Downtown Waldorf area, if consistent with County regulations and/or otherwise approved by the County.

Grouping of standard regulatory signs adapted to allow use of ornamental fluted poles, frames and post cap

Good examples of quality wayfinding signage designed consistent with the overall street furnishing

6.0 LIGHTING

Adequate lighting increases nighttime visibility and security, guides pedestrians and motorists through Downtown Waldorf, enlivens the nighttime environment of commercial areas, and accents special features. The following lighting design guidelines supplement the Lighting Requirements and Standards of § 297-305 and § 297-306 of the Zoning Regulations.

6.1 General Lighting Guidelines

Recommended standards:

- Lighting should be provided for:
  - Public streets.
  - Private streets, alleys, and access drives.
  - Pedestrian and landscaped areas.
  - Natural open spaces and trails.
  - Vehicular or pedestrian courts and plazas.
  - Surface parking areas.
- Use a white-colored light source to give a truer rendition of the surfaces being illuminated.
- Provide lighting of pedestrian plazas and pathways to provide reasonable levels of nighttime visibility.
- Use accent lighting at special locations such as stairs, entry signage, sculpture and/or where applicable.
- Areas intended to serve “festivals” and “outdoor markets” should include supplemental lighting and appropriate electrical conduit and service connections.

6.2 Lighting of Streets and Access Drives

Recommended standards:

- Illuminate public streets within Downtown Waldorf using pedestrian-scale street lights (12 to 14-foot pole height) with a controlled light distribution pattern to minimize excess illumination of adjacent properties.
- Illuminate private streets, alleys, and access drives using pole-mounted lighting compatible with adjacent architecture. Landscape up-light and down-light accents should be provided, where appropriate.
- Do not use cobra head streetlights in Downtown Waldorf.
- Street lighting at intersections should be 20’ maximum in height above grade with cutoff reflector luminaires.

Note: Sample **traditional lighting styles appropriate** for the Waldorf Central Zone are illustrated below.

Traditional aluminum fixture with cut-off to address “Night Skies” initiatives in urban areas – 12’-14’

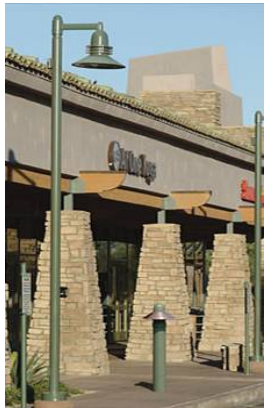
Streetlights should be designed to accommodate banners & associated wind loads on pole 4” Minimum pole diameter

Traditional style streetlight fixtures designed with accessory arms to accommodate hanging planters – 20’ height with full cutoff

Note: Sample **contemporary lighting styles appropriate** for the Acton Urban Center Zone are illustrated below.

Contemporary Style of Hess Pole Mounted Lighting

Modern Style of Hess Pole Mounted Lighting



Contemporary Style of Hess Pole Mounted Lighting and Architectural Area Lighting

Note: Sample **parking lot lightings appropriate** for the Acton Urban Center Zone are illustrated below.

Traditional "shoebox" sharp cut-off parking lot lighting – 20' Maximum Height

Note: Sample **bollard lighting styles appropriate** to the Waldorf Central Zone are illustrated to the right.

Traditional Style of Tal Bollard Lighting

Traditional Style of Landscape Forms Bollard Lighting

Traditional Style of Lumec Bollard Lighting

Traditional Style of Tal Bollard Lighting

Note: Sample **bollard lighting styles appropriate** to the Acton Urban Center Zone are illustrated below.

Contemporary Style of Lumec Bollard Lighting

Contemporary Style of Lumec Bollard Lighting

Modern Style of Form+Surface Bollard Lighting

Contemporary Style of Lumec Bollard Lighting

Note: Sample **lighting materials and treatments appropriate** for Downtown Waldorf are illustrated below.

Indirect architectural uplighting should be concealed from view.

Post-mounted Pedestrian Lighting

Pedestrian wall-mounted lighting

Architectural facade signage lighting

Illustration of preferred architectural interior lighting and soffit lighting added to the streetscape environment

Hidden LED lighting illuminate sign with soft indirect glow

6.3 PUBLIC OPEN SPACE LIGHTING

Urban public open space areas should be illuminated at intensities greater than minimal standards to ensure nighttime “vibrancy” in and around the area. Additional lighting within courtyards should be provided by hidden source landscape up-light and down-light accents.

7.0 LANDSCAPING AND SCREENING

7.1 GENERAL GUIDELINES

These guidelines supplement the landscaping requirements of Article XXI, Landscaping of Parking Facilities, and Article VI, §297-96, the Activity Center Zones. The guidelines in this section will ensure that new development will include trees, landscaped areas, gardens and shrubs.

7.2 PLANTING GUIDELINES FOR NON-RESIDENTIAL OR MIXED USE PROPERTIES

Front yards of mixed use and non-residential buildings can extend the streetscape area and provide pedestrian amenities.

Recommended standards:

- Any development with a front building setback of 10' or more should include a planting area at least 5 feet deep within the street yard setback. The street yard planting area should include:
  - At least one large shade tree or three (3) understory or ornamental trees for every 40 linear feet of public street frontage, or fraction thereof, measured at the property line.
  - Planting and/or hedges appropriate to the urban environment.
  - Shrubs and ground cover planting to the extent that 40% of the planting area is planted with vegetation other than turf grass.
  - Hardscape elements such as courtyards, plazas, planters, benches, fountains and tables, may be included in addition to the required plantings.
  - A combination of both landscape and hardscape elements is encouraged.
- At least 15% of the green area of a nonresidential parcel should consist of planting beds with shrubs, flowers, or groundcover. For building parcels with large undisturbed areas, this guideline will be based on the disturbed area.

7.3 PLANTING GUIDELINES FOR RESIDENTIAL PROPERTIES

Recommended standards:

- Recommended minimum shade tree plantings:
  - 1 per lot (townhomes).
  - 1 per 2 dwelling units (multi-family buildings with 11 or more dwelling units)
- Evergreen and Ornamental Trees: Two flowering or evergreen trees may be substituted for each shade tree up to 30% of the recommended number.
- Shrubs and groundcover:
  - For townhome and stacked-townhome developments, a minimum of 5% of the green area of a lot should consist of planting beds with shrubs, flowers, or groundcover. (For lots with large, un-disturbed wooded areas, this guideline will be based on the disturbed area.)
  - For multi-family developments, a minimum of 10% of the green area of a lot or parcel should consist of planting beds with shrubs, flowers, or groundcover.

7.4 PARKING LOT LANDSCAPING

These standards apply to landscaping and screening of parking lots.

Mandatory standards:

- Provide perimeter landscape screening to conceal the lower portion of vehicles from view in accordance with § 297-96 of the Zoning Regulations.
- Stone, brick or other masonry used in screening walls should be of a color and finish to complement the adjacent architecture.
- Provide a 10' minimum buffer between the rear of buildings and the surface parking. Within this buffer provide a minimum 5' landscape planting buffer adjacent to the building with a sidewalk (5' minimum width) adjacent to the parking area.
- For interior parking lot landscaping, see Article XXI, §297-359 of the Zoning Regulations.

Recommended standards:

- If a parking lot abuts a lot in an Activity Center Zone with residential use, a minimum 10' wide buffer yard with planting as required for a Bufferyard Type D should be applied.
- Design landscape areas as bioretention areas. Use of vegetated swales and small constructed wetlands to slow and cleanse storm water runoff is encouraged. Post-development storm water runoff that exceeds pre-development volumes should, where feasible, be detained on site in bioretention areas.

Note: Sample **surface parking landscaping treatments appropriate** for Downtown Waldorf are illustrated on this page.

Suggested walls and fencing design used to screen surface parking

Landscaping strip can be designed to soften the edge of the parking area and create a park-like character

Perimeter evergreen hedge maintained at 36" to screen surface parking

Surface parking & entrance should be set to side & rear of building

Good example of landscaping around building and parking lot

All surface parking lots should have landscape medians as well as peripheral evergreen screening buffers

Surface parking should have a landscaped median to separate the driveway from the parking aisle

7.5 SERVICE AREAS SCREENING

Service areas are areas for short-term trash storage and pick-up, short-term recyclable materials storage and pick-up as well as utility equipment such as condenser units, chillers, transformers, utility meters, etc.

7.5.1 Location and Access

Service areas within Downtown Waldorf must be carefully sited to be easily accessible, while remaining hidden from direct view from the frontage or side streets. This can be accomplished by adhering to the following guidelines:

Mandatory standards:

- Locate service areas, mechanical equipment and designated loading spaces at the rear of buildings.
- Do not locate service areas to be accessed directly from a public street. They should be located internal to the parcel and adequately screened from view.
- Service areas should not be located at the entrance to a parking lot.

Recommended standards:

- Service areas should be accessible by both vehicle access gates and a separate pedestrian access gate.
- Avoid conflicts between service areas and vehicular access.

Note: Sample **trash/recycle location and screening examples not appropriate** for Downtown Waldorf are illustrated to the right.

Trash containers must be visually screened on all sides from pedestrian and main vehicular paths

All trash and recycle containers must be visually screened with walls and plantings

Screened enclosures must be located to avoid conflict with vehicular access

7.5.2 Utilities

Consider utility and service integration in the design of subdivisions and site plans to allow effective connection to infrastructure systems. Considerations should include the installation of sleeves for future extension of piping; shared and oversized utility connections between buildings; and shared entry courts or service areas.

Note: Sample **utility placement examples not appropriate** for Downtown Waldorf are illustrated below.

Electric and telephone transformers should be coordinated to minimize visual impacts on the corridor

Rooftop utilities that are well located but insufficiently screened from view

Exterior venting shafts and fume hoods should be screened from public view

7.5.3 Screening and Enclosures for Utilities and Trash/Recycling Containers

Design of service area screening and enclosures should adhere to the following guidelines:

Mandatory standards:

- All dumpsters, storage areas, machinery, service areas, truck loading areas, utility buildings, air conditioning units and similar uses should be screened from view from neighboring properties and streets with walls or enclosures that are architecturally compatible with the primary building in materials, finish, color and style.
- If the utility area is separate from the building it serves, it must be enclosed by a 6' solid wall or fence.

Recommended standards:

- Construct enclosures of masonry with steel swing gates or an ornamental steel fence enclosure with ornamental steel swing gates and painted in a dark color.

Note: Sample **trash/recycle enclosure treatments appropriate** for Downtown Waldorf are illustrated below.

Example of trash enclosure with masonry wall & steel swing gates compatible with primary building facade

Example of trash enclosure with masonry wall and decorative swing gates

Example of recycled materials compactor screened by masonry enclosure

Example of stucco trash enclosure with ornamental doors and trellis to screen facility from resident views

Good example of service area enclosure

Note: Sample **permitted utility enclosure treatments appropriate** for Downtown Waldorf are illustrated below and to the right.

Vented brick enclosure wall for electric transformer

Vented brick wall screens a service area from the pedestrian walkway

Vented stainless steel trash and recycling enclosure (Arts Alleyscape, Silver Spring, MD)

Vented stainless steel enclosure of gas and electric utilities and meters (Arts Alleyscape, Silver Spring, MD)

7.5.4. Service Bay Enclosures

Use fences, walls and gates in combination with walls and landscaping to screen uses such as loading docks, service areas, vehicle storage and outside storage. Where walls and fences are used for this purpose, their design should be considered in context with the architecture of the buildings they serve and viewed as an extension of the architecture itself.

Note: Sample **service bay enclosure treatments appropriate** for Downtown Waldorf are illustrated below.

Good examples of common service area screened from view with fenestrated wall and gates

Common service area screened from view with fenestrated wall, plant materials and accent lighting

Sample contemporary style service enclosure using brick and galvanized metal slide gate panel

Sample service dock area built within larger scale structure