

Centreville Village Plan

Chapter Two

THE CENTREVILLE HOMETOWN OVERLAY DISTRICT

2.1 Legal Basis for Planning and Zoning

Delaware's Quality of Life Act requires all counties to prepare and adopt a comprehensive plan and to update it every five years. The County most recently updated its Comprehensive Plan in 2007, and considers the updates to the overall comprehensive plan a very important tool to use in measuring accomplishments and re-examining its goals and objectives. In addition to this planning process, the County Administration has realized that a number of older, traditional settlements within the County desire, and could greatly benefit from, a more specific level of planning than is possible by the current Comprehensive Plan and Unified Development Code (UDC). To address this, the County Executive established the community planning program. This initiative assigns community planners to designated communities to address planning issues specific to that community - issues that may not be appropriate on a county-wide level, but are critical to the continuing success of that particular community. The Centreville Village Plan is supported by the local community and demonstrates the value of the community planning initiative.

2.2 Critical Elements of Hometown Overlay Zoning

There are three important elements to the Hometown Overlay Zoning legislation (See Appendix 1: Hometown Overlay Ordinance).

2.2.1 Community Petition for Designation

By petition of a community group, County Council may adopt an ordinance designating an area for Hometown Overlay. The ordinances shall be processed in accordance with the tri-annual hearing process (see UDC 40.31.111.) The overlay

shall encompass the area that will be subject to a modification of dimensional standards, incorporating a variety of uses.

2.2.2 Community Plan and Design Guidelines

The ordinance must be accompanied by a Community Plan that includes design guidelines. The Community Plan must be approved by resolution at the time of the adoption of the hometown overlay. The plan shall include a purpose, goals, and description of the land uses, community character, architectural or design themes, streetscape, and landscape concepts, transportation objectives, considerations for building envelope, mixed use opportunities, parking/loading and accessory uses. The plan needs to describe how development is intended to be compatible with the existing community character or community fabric. Contexts that should be recognized and addressed may include scale, mass, door and window openings and spacing, building height, setbacks, materials, texture and relief of facades. The plan needs to identify those properties that warrant a different zoning designation. A separate Design Guidelines manual can be attached or appended to the Community Plan.

2.2.3 Design Review Advisory Committee

A Design Review Advisory Committee (DRAC) shall be established for each Hometown Overlay Zoning District. The committee shall include 5 - 9 members, appointed by the County Executive with the advice and consent of County Council. The membership shall be comprised of residents or property owners of the area directly affected, except that one registered landscape architect and one registered architect who reside outside of the community may be appointed to the committee. The Centreville DRAC shall, at a minimum, consist of two residential representatives, two business representatives and a Centreville Civic Association appointee. At least one of the residential representatives shall reside within the overlay area; additional residential representatives may reside within the surrounding area.

Committee members will serve 3-year terms. Meetings must be open to the public and advertised in the newspaper at least 14 days prior to the meeting. The committee shall be charged with reviewing plans for land development applications for compliance with the Community Plan and/or Design Guidelines and make recommendations to the Land Use Department. They will also review the

and make recommendations for revisions and updates to the CVP or Design Guidelines manual.

2.3 Development Review within a Hometown Overlay Zone

Any proposed land development application within a Hometown Overlay District must be reviewed by the Design Review Advisory Committee (DRAC). All applications shall be submitted to the New Castle County Land Use Department which, in turn, shall notify the DRAC and include the application on the agenda of the DRAC's next regularly-scheduled meeting.

The Department shall prepare a draft report for the DRAC prior to the public meeting. The report shall include an analysis as to the appropriateness of the application in relation to the Community Plan, Design Guidelines, and UDC.

A public meeting shall be held by the DRAC and the Department. The applicant should provide a brief description of the project and be prepared to answer questions raised by the committee and those in attendance. Based upon the public review, the DRAC shall submit a written recommendation to the Department within 10 days of the meeting. The DRAC's recommendation shall address the conformance of the project with the goals, objectives and standards of the Community Plan and/or Design Guidelines. The committee may make suggestions or recommendations for desired revisions.

Once the Department receives the DRAC's recommendation, the Department will issue a final report to the applicant. In this report, the Department shall consider the public meeting comments and DRAC recommendation in determining conformance with the Community Plan and/or Design Guidelines. A revised exploratory plan or land development application may be required to incorporate the proposed changes identified. The DRAC's role is strictly advisory and final authority remains with the County Land Use Department.

2.4 Village of Centreville Hometown Overlay District

The boundary of the Village of Centreville Hometown Overlay District is depicted on Map III-1.