

VILLAGE OF GARDEN CITY  
BOARD OF TRUSTEES

Local Law No. 15-2016

A Local Law to Amend  
Chapter 57 of the Village  
Code With Respect to  
Architectural Review.

BE IT ENACTED, by the Board of Trustees of the Incorporated Village of Garden City,  
as follows:

Section 1. Chapter 57 of the Village of Garden City Code, entitled “Architectural Review”, is hereby amended as follows:

§ 57-5 Referral procedures.

A. The Board shall review and advise on all of the following:

- (1) All applications for the construction of any new building or structure.
- (2) All applications for additions or exterior alterations to any building or structure, other than one-family dwellings.
- (3) All applications for additions or exterior alterations to any portion of a one-family dwelling facing or visible from any street which (a) results in a change in the overall style or appearance of the dwelling which the Superintendent of Buildings, in consultation with the Chairman of the ADRB, deems to be substantial; or (b) involves the addition or demolition of an area equal to 30% or more of the existing building coverage of the residence. Notwithstanding the preceding sentence, the following changes to the exterior of a residence, considered alone or two or more together, shall not require ADRB approval, provided the ADRB may consider and comment upon them in connection with any application properly referred to it for any other reason provided in this section:
  - i) Replacement of exterior siding in kind or with siding having the same or similar appearance;
  - ii) Replacement of one or more windows or doors not requiring structural changes;
  - iii) Replacement of roofing materials in kind or with materials having the same or similar appearance; and
  - iv) Changes in the color of exterior materials.

- (4) Repainting, residing or altering of the exterior of any building or structure which results in a change of color or materials, other than one-family dwellings.
  - (5) Property maintenance plans submitted pursuant to Section 57-5.1 of this chapter.
  - (6) Landscaping plans for new buildings and additions where existing landscaping is removed to facilitate construction and cannot reasonably be restored.
  - (7) Design of exterior signs.
- B. If any building in a residence district for which a building permit is sought is one of a group of six or more buildings proposed to be constructed in the same vicinity, none of which buildings is to be situated at a distance of more than 250 feet from some other building of the group, whether or not such buildings are to be constructed on contiguous plots, and whether or not the permits for the other buildings of the group are applied for by the same applicant, said application shall be accompanied by a plan of building development for the entire group, clearly setting forth the entire site layout and the designs of the exterior appearance of all the proposed buildings in the group.
- C. A preliminary conference may be held between the Board and the applicant prior to the preparation and submission of a formal submission. The intended purpose of such a conference is to enable the applicant to inform the Board of his proposal prior to the preparation of a detailed submission and to provide the Board with an opportunity to review the basic design concept, to advise the applicant as to potential problems and concerns and to generally determine the information to be required on the formal submission.
- D. The Board shall require an application which shall include, but not be limited to, the following:
- (1) A plan or plans drawn at a scale adequate to indicate clearly the following:
    - (a) The dimensions, orientation and area of the building plot with setback dimensions clearly indicated.
    - (b) The size, shape and location of existing and proposed construction and relationship to adjacent properties, buildings and structures.
    - (c) A summary of areas of existing or proposed buildings and an indication of their proposed uses.
    - (d) Locations of existing streets, points of entry and egress for motor vehicles and locations and layout of all paved areas, including off-street parking and loading facilities.
    - (e) All existing and proposed topography.

- (f) Locations of existing and proposed plantings and screening devices, walls, fences and railings and their height and the materials of their construction.
  - (g) Indication of exterior lighting adequate to determine its character and to enable review of possible hazards and disturbances to the public and adjacent properties.
  - (h) Indication of other potential disturbances to the public and adjacent properties due to noise or odors to be emitted from the proposed use.
- (2) Photographs of the site and adjacent areas and structures sufficient to provide adequate representation thereof.
  - (3) Samples of exterior building materials and finishes and color palette for painted surfaces.
  - (4) Detailed drawings of decorative elements.
  - (5) Location, size and design of exterior signage.
  - (6) Sectional drawings to explain the character of the design.
  - (7) All site plan applications submitted to the Village Planning Commission.
  - (8) Complete and accurate exterior elevations of all facades, drawn at a scale adequate to show clearly the appearance of all proposed buildings and structures.
  - (9) A scale model detailed to the degree deemed necessary by the Board.
- E. The Board may waive any of the requirements of this section where, due to character, size, location or special circumstances, any particular information, or the preliminary conference, is not required in order for the Board to properly perform its review.

Section 2. This local law shall take effect immediately upon filing with the Office of the Secretary of State.