

PLANNING COMMISSION MEETING

JULY 11, 2023

STUDY SESSION – DESIGN REVIEW SUBCOMMITTEE GUIDELINES

Community Development Department
Planning Division

SUBCOMMITTEE REVIEW THRESHOLDS

- New construction of single-family residences
- Structural additions or modifications on the front elevation of a residence
- New second-story additions top one-story residences
- New second-floor additions to two-story houses
- New balconies
- Any modification that is readily visible from a public right-of-way.

REVIEW CRITERIA

- Building materials, color schemes, roof style, and architecture that is visually harmonious with site and neighborhood
- Vertical and horizontal articulation of building facades
- Roof lines that are compatible and to scale with the existing structure, site and ne
- The scale and mass of the building should relate to surrounding structures
- Variety of materials and colors: consistently applied and should be chosen to be harmonious with surrounding structures

ONE-STORY DESIGN GUIDELINE

- The front elevation of houses should be designed to engage the street through the placement of a door, windows and the front porch as well as other architectural features that define the elevation as the front of the house.
- Design the house so that all setbacks have been met.
- Design the front and any other visible elevations especially corner houses with a variety of materials. Most houses have the exterior elevations that are primarily stucco. Providing an alternative material such as stone, wood (or simulated wood product) or brick will provide a more aesthetic elevation. (Where alternative material is at the corner, material should wrap around 24 inches on the side.)
- Design the house to fit into the architectural context of the surrounding neighborhood.



ONE-STORY DESIGN GUIDELINES (CONTINUED)

- Front porch rooflines should be lower in height than the main portion of the roof.
- Window treatment on windows are encouraged including stucco popouts, wood trim, potshelves, shutters, recessed windows, etc. or provide a variety of window types (bay windows, octagonal windows, other shapes, etc.) Consider painting window treatment in contrasting color to the house.
- Provide the City-owned parkway width for the strip of property between the private property and the street. (This area is to allow for sidewalks or the widening of the street.)
- A water heater enclosure should be constructed to match the colors and materials of the house. (Especially for water heaters added outside of the house located on a corner lot.)

ONE-STORY DESIGN GUIDELINES (CONTINUED)

- If the roof pitch is being raised, consider designing the new pitch to allow the attic space to accommodate a central air conditioning/heating system.
- Landscaping that is removed or destroyed during the construction process shall be replaced prior to final inspection.
- In an area that is predominantly developed with rear-entry garages, no garage doors should be installed on the front of the house.

TWO-STORY DESIGN GUIDELINES

- Incorporate the One-Story Guidelines in the architectural design for Two-Story Houses and Additions.
- Design the two-story house or addition so that all setbacks, including second story, have been met. (Plans must indicate parkway width to verify compliance of second story setback)
- In an area that is predominantly one story, it is encouraged that the size of the second story be reduced in relation to the ground floor. A smaller second floor will not appear as massive or boxy. (Plate height shall be consistent with the first story of the house)
- New two-story additions can result in privacy impacts to neighboring properties. Design the second story to reduce or eliminate the need for windows on the side elevations. High windows that allow light in but restrict views onto neighboring properties may also reduce privacy impacts.

TWO-STORY DESIGN GUIDELINES (CONTINUED)

- In an area that is predominantly one story, the elements of the house usually emphasize the horizontal. Many modern two-story designs emphasize the vertical through two-story porches with tall columns, tall windows, and two-story front elevations with no horizontal breaks. These elements are generally out-of-character with a one-story neighborhood.
- When adding a second-story elevation in a one-story area, it is encouraged to provide a significant second-story setback on the front elevation. By setting back the second story from the first story, the front of the house will fit better in the context of a one-story neighborhood.
- In an area that is predominantly one story, the addition of second-story balcony, especially in a flatland neighborhood, can have an affect on privacy. In these areas, balconies in rear yards are discouraged.
- When designing a second-story addition, consider that all sides of the second story are visible. Window treatment on second-story windows is encouraged.

TWO-STORY DESIGN GUIDELINES (CONTINUED)

- Discuss your proposed house or addition with adjacent neighbors. An administrative use permit or conditional use permit requires written notification to all property owners and residents within 300 feet of the property.
- Landscaping that is removed or destroyed during the construction process shall be replaced prior to final inspection.
- Provide the City-owned parkway width for the strip of property between the private property and the street. (This area is to allow for sidewalks or the widening of the street.)
- In an area that is predominantly developed with rear-entry garages, no garage doors should be installed on the front of the house.