

# Site Plan and Design Review Planning Academy March 2018

- ❖ Consistent citywide site plan and design review process
- ❖ Citywide design review
- ❖ Streamlined review process with most projects approved at staff level and many smaller projects can be exempt from site plan and design review



# Site Plan and Design Review Planning Academy March 2018

## Levels of Review



See Site plan and  
Design Review  
Summary

# Site Plan and Design Review Planning Academy March 2018

- ❖ Created checklist of design principles for applicant and staff use in determining compliance with applicable guidelines
- ❖ Existing guidelines for design review areas, PUDs, special planning districts, and historic districts and landmark parcels are still in place to provide guidelines specific for those specific areas

City of Sacramento  
Industrial and Business Park  
Design Guidelines



December 2012

# Site Plan and Design Review Planning Academy March 2018

**SINGLE AND TWO FAMILY RESIDENTIAL DESIGN PRINCIPLES**  
Site Plan and Design Review Principles Checklist

Applicant's Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Project Address: \_\_\_\_\_ Email: \_\_\_\_\_

Applicant shall fill out the design guidelines checklist for all guidelines applicable to the project. Check the box if meets guideline. Indicate NA if a design guideline is not applicable. Any design guideline that the project does not meet shall be indicated as a deviation with a comment explaining the deviation.

**A. GENERAL ARCHITECTURAL ELEMENTS**

- Variation in residences, structures and buildings is achieved through the use of quality materials and detail in design, which lends visual interest, distinctive character and identity to a community.
1. Consistent level of detailing and finishes
  2. Materials palette that reflects area context
  3. Window shape/placement to break expanses of wall
  4. Avoid roof mounted HVAC

Comments / Deviations:

Staff comment:

**B. PORCHES / ENTRIES / COURTS**

- A clear sense of entry and design interest to a home is provided through the inclusion of porches, verandas, porte-cocheres and other architectural elements that contribute to a sense of place and activity.
1. Front of house and entries face the street with clearly defined entry and active use windows.
  2. Provide useable front porches.
  3. Avoid garage protruding forward from front face of house.

Comments / Deviations:

Staff comment:

**C. GARAGES**

- Minimizing the impact of the garage as viewed by the public realm creates a visual relationship between the front entrance of each home and the street.
1. Recess garage back at least 5 feet from front of house elevation.
  2. Detach garage to rear of property where appropriate.
  3. Provide second story above garage element to reduce emphasis on garage.

Comments / Deviations:

Staff comment:

**D. DRIVEWAYS / ENTRY WALKS**

- Creative driveway entry walk design, with the use of quality materials, are scaled to the pedestrian, enhancing overall neighborhood appeal.
1. Single width driveway provided where possible, Hollywood drives encouraged.
  2. If large portion of frotage is paved with walks and driveways, provide decorative paving surfaces and colors.
  3. Drive access to RV or other parking should be in alternative paving materials.

Comments / Deviations:

CDD-0022

09-26-2013

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Staff comment:

**E. LANDSCAPING / SIDEWALKS**

- Consistent quality and design of landscape elements and sidewalks softens the aesthetics of structures and ties neighborhoods together while contributing to energy efficiency.
1. Provide at least one shade tree in front yard setback.
  2. Larger residential subdivisions should provide thematic street tree programs.
  3. Utilize drought tolerant landscaping wherever possible.

Comments / Deviations:

Staff comment:

**F. SETBACKS / LOT WIDTHS**

- Neighborhood environments are established by the variety of architecture and landscape defined by varied lot widths and setbacks.
1. Incorporate reduced or varied setbacks when that is the established pattern of the neighborhood.
  2. Avoid deep homogenous setbacks, unless that is the established pattern of the neighborhood.

Comments / Deviations:

Staff comment:

**G. ORIENTATION TO PARKS / PUBLIC OPEN SPACE**

- Visual and physical accessibility to public open spaces and parks allows for cohesive neighborhood viability and sustainability.
1. Residential units should front or side onto parks and public open spaces to provide eyes on these spaces and increasing safety.
  2. Visual breaks in rear yards that face open spaces can be provided when side or front on lots are not possible.

Comments / Deviations:

Staff comment:

**H. STREET VIEW WALLS / MONUMENT ENTRIES / ACCESS**

- Through creative design and use of quality materials, perimeter wall and entry elements provide a sense of arrival and identity for neighborhoods.
1. Front or side on lots adjacent to local or collector streets where noise and traffic impacts allow for a more pedestrian friendly streetscape.
  2. For larger subdivisions provide multiple ingress and egress points for better dispersal of traffic.
  3. Avoid long walls separating subdivisions from street access and other subdivisions.
  4. Avoid gates as entryways into subdivisions.

Comments / Deviations:

Staff comment:

By signing below, the applicant certifies that this form accurately describes the proposed work.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name of Planner: \_\_\_\_\_ Counter Staff: \_\_\_\_\_

**FOR CITY STAFF USE ONLY** \_\_\_\_\_

CDD-0022

09-26-2013

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# Site Plan and Design Review Planning Academy March 2018

- ❖ Industrial and Business Park Design Guideline Principles
- ❖ Single Family Residential Design Principles
- ❖ Multifamily Residential Design Principles
- ❖ Neighborhood Commercial Corridor Design Principles
- ❖ Bulk Control (tent ordinance for residential projects)

# Site Plan and Design Review Planning Academy March 2018



- 1801 L Street**
- ❖ Total square feet: 178,895 SF
  - ❖ 176 residential units
  - ❖ 10,634 SF of commercial space
  - ❖ Density: 99 units/acre
  - ❖ Height: 4 stories

## **Level of Review: Planning and Design Commission**

- ❖ Over 125,000 SF
- ❖ Over 150 Residential Units



# Site Plan and Design Review

## Planning Academy March 2018



### The Cathedral Building Corner of 12<sup>th</sup> and K Streets

- ❖ Total 38,277 SF
- ❖ 23 apartments
- ❖ 11,230 SF retail, 5,893 SF office
- ❖ Height: 4 stories

### Level of Review: Staff

- ❖ Under 125,000 SF
- ❖ Under 150 residential units
- ❖ If project has any deviations to development or design standards in zoning code, it is elevated to director level review

### Exempt Projects

- ❖ The director has the authority to determine that some minor alterations are exempt from Site Plan and Design Review.
- ❖ Checklists are used for minor alterations such as roofing, heating and air systems, windows, siding and exterior stairs.

# Site Plan and Design Review Planning Academy March 2018

**ROOFING**  
**RESIDENTIAL / COMMERCIAL STRUCTURES**  
Projects Exempt from Site Plan and Design Review Requirements

Applicant's Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Project Address: \_\_\_\_\_ Email: \_\_\_\_\_

**SECTION 1:**  
 Yes  No Is the proposed project in a Historic District, or on a Landmark Parcel?  
If checked NO, proceed to section 2 below.  
If checked YES, project must be reviewed by Preservation Staff to determine if proposed work is exempt from Site Plan and Design Review.

**SECTION 2:**  
 Yes  No Applicant certifies that work shall comply with the Planning and Development Code and the Current Building Code.

**SECTION 3:** Provide color photos of all areas of work and views of the building. Printed photos preferred, but clear photos on electronic devices may be sufficient.

**SECTION 4:**

**A. ROOFING TYPE**

- The original roofing material is:  dimensional composition shingle  wood shake or shingle  slate  clay or concrete tile  flat roof/membrane/hot mop  metal roof  3-tab roofing
- The new roofing will match the original roofing, with no modifications (3-tab roofing can be used to repair existing 3-tab, but is not allowed as a full roof replacement, see 4 below).
- Partial re-roof (50% or less) of 3-tab roofing will be placed to match existing 3-tab roof.
- Existing 3-tab roofing will be replaced with:
  - dimensional composition shingle  wood shake or shingles  clay or concrete tile
- Existing tile or wood shake/shingle roofing shall be replaced with dimensional composition OR concrete tile shingles.
- Existing built-up or hot mop roof shall be replaced with new single ply membrane roofing

**B. GUTTERS**

- The original gutters are fascia gutters.
  - There is no change proposed to existing gutters
  - New fascia gutters shall be repaired or replaced to match existing.
- The original gutters are ogee gutters.
  - There is no change proposed to existing gutters
  - New ogee gutters shall be repaired or replaced to match existing.
- There are no existing gutters.
  - New fascia gutters shall be provided  New ogee gutters shall be provided  No new gutters shall be provided
- The existing gutters are Dutch gutters and:
  - Dutch gutters shall be repaired  Dutch gutters shall be covered and:
    - New ogee gutters provided  New fascia gutter shall be provided  No new gutters shall be provided
- Original downspouts will be repaired or replaced to match existing.

**C. RAFTER TAILS**

- There were no original exposed rafter tails.
- There are original exposed rafter tails.
  - There is no change or cutting proposed to existing rafter tails.
- repair or replace to match rafter tails and/or soffit, no change from existing

**D. MINOR CHANGE**

- Minor change reviewed and approved by staff and determined to be exempt from site plan and design review. Comment: \_\_\_\_\_  
(Requires manager review and approval. Manager initial: \_\_\_\_\_)

By signing below, the applicant certifies that this form accurately describes the proposed work.

**ROOFING**  
**RESIDENTIAL / COMMERCIAL STRUCTURES**  
Projects Exempt from Site Plan and Design Review Requirements

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name of Planner: \_\_\_\_\_ Counter Staff: \_\_\_\_\_

**FOR CITY STAFF USE ONLY**  No  Yes (requires review and approval by PBS Staff prior to issuance of permit)  
In a Historic District, or is it a Landmark Parcel?  No  Yes (requires review and approval by PBS Staff prior to issuance of permit)

**e-Roof Guide**

**Composition Roofing Materials**

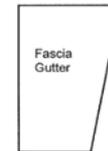


Laminated Dimensional  
minimum 30-year required

**Gutter Types**

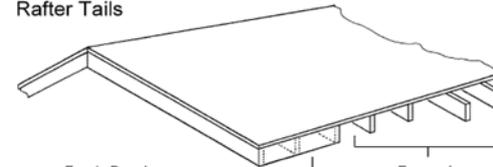


Ogee  
Gutter  
Typical of  
older style  
architecture



Fascia  
Gutter  
Typical of  
newer 'modern'  
architecture

**Rafter Tails**



Fascia Board  
covering ends  
of Rafters

Exposed  
Rafter Tails

# Site Plan and Design Review Planning Academy March 2018

- ❖ Projects not exempt will require application submittal for site plan and design review
- ❖ Application submittal includes project drawings, photos, color/materials board
- ❖ The reconsideration period for projects reviewed at staff level will be 7 days