City of SACRAMENTO
Community Development

Site Plan and Design Review

Planning Academy March 2019

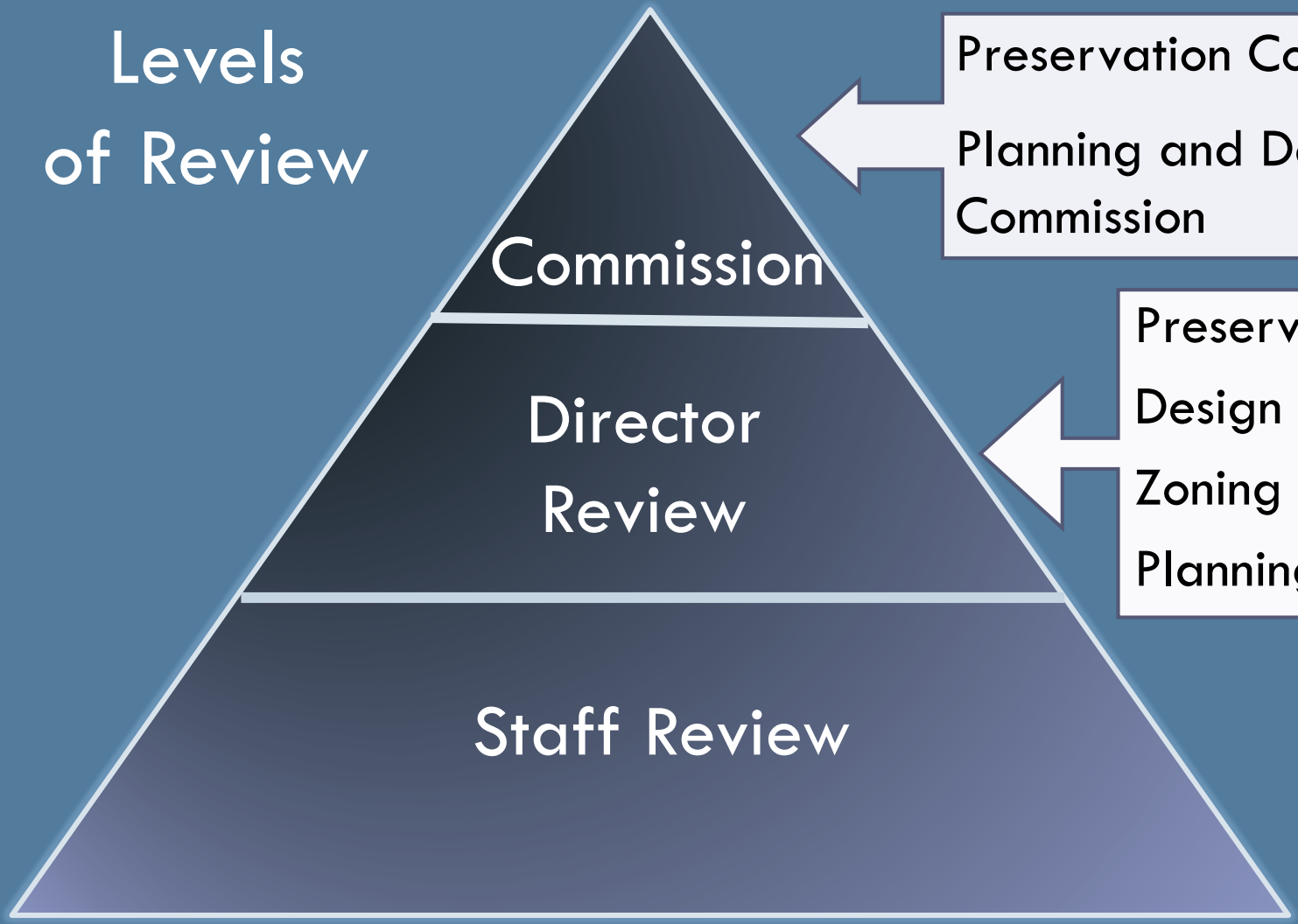
- Consistent citywide site plan and design review process
- Citywide design review
- Streamlined review process with most projects approved at staff level and many smaller projects can be exempt from site plan and design review

City of SACRAMENTO
Community Development

Site Plan and Design Review

Planning Academy March 2019

Levels of Review



Preservation Commission

Planning and Design Commission

Preservation Director

Design Director

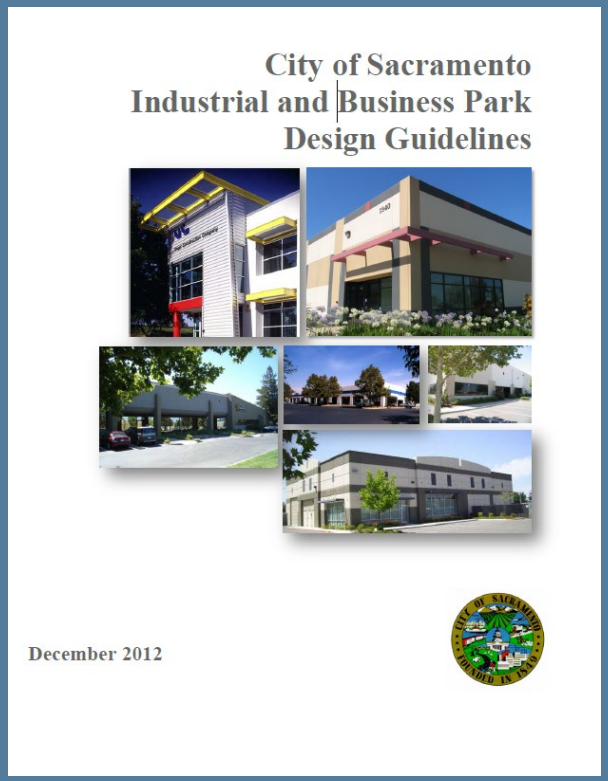
Zoning Administrator

Planning Director

See Site plan and Design Review Summary

Site Plan and Design Review

Planning Academy March 2019



- 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 <u>are still in place</u> to provide guidelines specific for those specific areas

City of SACRAMENTO Community Development

Site Plan and Design Review
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City of SACRAMENTO Community Development

300 Richards Blvd., 3rd Floor
Sacramento, CA 95811

Help Line: 916-264-5011
Email: Planning@CityofSacramento.org

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 frottage 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:

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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: _____

FOR CITY STAFF USE ONLY Counter Staff: _____

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- Residential Design Principles

City of SACRAMENTO Community Development

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- 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)

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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

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The Cathedral Building

Corner of 12th and K Streets

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

Level of Review: Staff

- Under125,000 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.

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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
1. 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
2. ☐ 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).**
3. ☐ Partial re-roof (50% or less) of 3-tab roofing will be placed to match existing 3-tab roof.
4. ☐ Existing 3-tab roofing will be replaced with:
   ☐ dimensional composition shingle ☐ wood shake or shingles ☐ clay or concrete tile
5. ☐ Existing tile or wood shake/shingle roofing shall be replaced with dimensional composition OR concrete tile shingles.
6. ☐ Existing built-up or hot mop roof shall be replaced with new single ply membrane roofing

B. GUTTERS
1. ☐ 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.
2. ☐ 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.
3. ☐ There are no existing gutters.
   ☐ New fascia gutters shall be provided ☐ New ogee gutters shall be provided ☐ No new gutters shall be provided
4. ☐ 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
5. ☐ Original downspouts will be repaired or replaced to match existing.

C. RAFTER TAILS
1. ☐ There were no original exposed rafter tails.
2. ☐ There are original exposed rafter tails.
   ☐ There is no change or cutting proposed to existing rafter tails.
3. ☐ repair or replace to match rafter tails and/or soffit, no change from existing

D. MINOR CHANGE
1. ☐ 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.

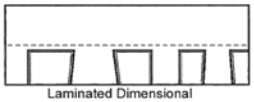
CDD-0223 Revised 11-26-2013

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

Applicant's Signature: _____ **Date:** _____
Name of Planner: _____
FOR CITY STAFF USE ONLY Counter Staff: _____
In a Historic District, or is it a Landmark Parcel? ☐ No ☐ Yes (requires review and approval by PB Staff prior to issuance of permit)

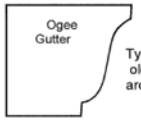
e-Roof Guide

Composition Roofing Materials



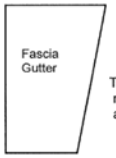
Laminated Dimensional
minimum 30-year required

Gutter Types



Ogee Gutter

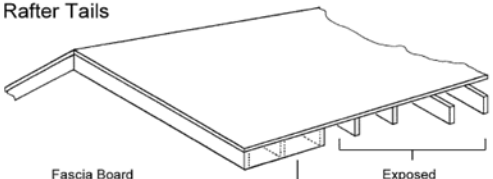
Typical of older style architecture



Fascia Gutter

Typical of newer 'modern' architecture

Rafter Tails



Fascia Board covering ends of Rafters

Exposed Rafter Tails

CDD-0223 Revised 11-26-2013

❖ Roofing Exemption Checklist

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- 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