RESIDENTIAL DESIGN GUIDELINES COMPLIANCE CHECKLIST

The regulations in Section 13A are augmented by the Residential Design Guidelines and the residential development criteria in BZO Section 4 (including the Residential Design Criteria). Single Family Design Review Finding (e) requires projects to be in substantial compliance with the Residential Design Guidelines (RDG).

Substantial Compliance Determination

The RDG is subject to interpretation. The review authority has some discretion when interpreting and weighing competing guidelines. However, the evaluation for substantial compliance with the RDG shall be based upon the whole of the record, and the scope of the project. The review authority shall apply the RDG only to the features of the project site being modified, and to new construction. The following checklist lists the development guidelines from the Residential Design Guidelines (RDG).

RDG Compliance Checklist

Guideline A-1 - Design Building with a Compatible Overall Style				
a. Include features (window, roofing, windows, details, etc.) consistent with the style of the home.				
b. Do not mix architectural forms from one style to another.				
Compliant	**Not Compliant**	**Somewhat Compliant**	**Not within Scope**	**N/A**
Guideline A-2 - Ensure Upper Story Additions blend with the Existing Home's Design				
a. Incorporate the same building style.				
b. Use the same roof pitch.				
c. Use identical exterior materials, trim details and window treatments.				
Compliant	**Not Compliant**	**Somewhat Compliant**	**Not within Scope**	**N/A**

Guideline A-3 - Ensure Upper Story Additions have a Balanced Presentation				
a.	Locate the mass of the addition over the center of the home if possible.			
b.	Upper floors should be proportionately smaller and shorter than the ground floor.			
c.	Avoid cantilevering the addition over the existing foundation of the home.			
Compliant	**Not Compliant**	**Somewhat Compliant**	**Not within Scope**	**N/A**

BZO Section 13.A.5 (a) - Compatibility & Public Views

Guideline A-4 – Design façades to create visual interest				
a.	Add architectural features to emphasize the front facade (i.e., bay windows, columns, porches, wood doors, substantial window framing and sills, brick or stone veneer, varied roof forms, etc.).			
b.	Ensure entry features are proportionate to the building height, and have a human scale so that they are welcoming, not overpowering.			
c.	Avoid large flat walls by projecting and recessing sections.			
Compliant	**Not Compliant**	**Somewhat Compliant**	**Not within Scope**	**N/A**
Guideline A-5 – Provide greater visual emphasis for buildings on corner lots				
a.	Design both street facades to be finished (windows, doors, etc.) as "front" facades.			
b.	Design with more complex building features (i.e., projecting façade elements and special building enhancements such as towers, cupolas, wrap-around bay windows, balconies, or other architectural embellishments).			
Compliant	**Not Compliant**	**Somewhat Compliant**	**Not within Scope**	**N/A**

Guideline A-6 – Minimize Impacts to Public Views / Retain Profile of Existing Ridgelines				
a.	Locate the building below or to the side of public views as seen from surrounding public property (streets, sidewalks, etc.).			
b.	Increase the front yard setbacks on downward sloping lots.			
c.	Increase step backs of upper-story additions & Lower the height of the dwelling			
Compliant	**Not Compliant**	**Somewhat Compliant**	**Not within Scope**	**N/A**

BZO Section 13.A.5 (b) - Site Planning

Guideline B-1 - Reduce Bulk				
a. Avoid two-story, flat building walls.				
b. Lower eave lines and vary height of roof elements.				
c. Incorporate portions of upper stories into attic space.				
d. Increase step backs of upper-story additions & project/recess building walls.				
Compliant	**Not Compliant**	**Somewhat Compliant**	**Not within Scope**	**N/A**

Guideline B-2 - Reduce Perceived Bulk by Using Exterior Finishes and Ornamentation				
a. Incorporate a prominent front porch/entry feature and substantial window framing.				
b. Vary materials and colors and landscaping elements that break-up or obscure building planes.				
c. Utilize decorative elements such as brackets, belly bands, rafter tails, ironwork, ornamental doors and divided light windows, etc.				
Compliant	**Not Compliant**	**Somewhat Compliant**	**Not within Scope**	**N/A**

Guideline B-3 - Reduce Bulk by Designing Homes to Conform with the Slope of the Lot				
a. Step homes up with the slope of the existing terrain.				
b. Avoid tall support columns and cantilevers.				
c. Follow natural slope with roof slopes and retaining walls.				
d. Break large masses into smaller elements on different levels.				
Compliant	**Not Compliant**	**Somewhat Compliant**	**Not within Scope**	**N/A**

Guideline B-4 - Reduce Grading by Developing the lot to Conform to the Existing Terrain				
a. Avoid large flat building pads on sloped properties.				
b. Step homes with the slope of the existing terrain.				
c. Keep yard areas with their existing slope to the maximum extent feasible.				
d. Balance grading on site when possible; use necessary cut as fill where needed.				
Compliant	**Not Compliant**	**Somewhat Compliant**	**Not within Scope**	**N/A**

Guideline B-5 – Minimize the Aesthetic Impacts of Hardscape by Reducing Driveway Width				
a. Minimize driveways and curb-cut widths (within Zoning Code requirements).				
b. Maintain or include landscaping to soften and screen hardscape.				
Compliant	**Not Compliant**	**Somewhat Compliant**	**Not within Scope**	**N/A**

Guideline B-6 – Minimize the Aesthetic Impacts of Hardscape by Using Different Driveway Surface Treatments				
a. Use pavers and decorative concrete for driveways whenever feasible				
b. Use stepping stones, pavers, or decomposed granite for pathways and patios				
Compliant	**Not Compliant**	**Somewhat Compliant**	**Not within Scope**	**N/A**

BZO Section 13.A.5 (c) – Accessory / Support Features

Guideline C-1 – Integrate Accessory and Support Features into Project Design and Landscaping				
a. Incorporate the same colors/materials for walls/fences/carports that were used for the home.				
b. Break retaining walls into several smaller segments, and provide plantings between the segments.				
c. Vary retaining walls heights/setbacks - add plants in front of the wall or in planters				
d. Use earth tone colors and natural materials with a rough texture for retaining walls (i.e., natural stone, brick veneer, wood, etc.).				
e. Match the colors and design elements of sheds and other non-habitable structures to the home whenever possible.				
Compliant	**Not Compliant**	**Somewhat Compliant**	**Not within Scope**	**N/A**

BZO Section 13.A.5 (d) – Landscaping

Guideline D-1 – Use Landscaping to Blend the Building with the Natural Environment				
a. Use drought-tolerant, native and/or locally acclimated plants that will succeed in the site's microclimate (i.e., deer-resistant, plants which are suitable to the site's soil type, moisture, and wind and sun exposure).				
b. Arrange plants to have a natural appearance and a clear relationship to the buildings on site.				
c. Provide an efficient watering system for all landscaping (i.e., drip irrigation plan).				
Compliant	**Not Compliant**	**Somewhat Compliant**	**Not within Scope**	**N/A**

Guideline D-2 – Use Landscaping to Compliment Building Architecture and Mitigate for Bulk				
a. Use ground cover and small shrubs along walkways, borders and property frontages.				
b. Use larger shrubs, vines and trellis features along building foundations.				
c. Plant trees to screen the home and to break up the appearance of large/tall walls.				
Compliant	**Not Compliant**	**Somewhat Compliant**	**Not within Scope**	**N/A**

Guideline D-3 – Retain Mature Trees for Use in the Landscape Plan				
a. When possible, homes should be located on site to avoid removing trees.				
b. Consider tree root locations when designing building foundations, retaining walls and other soil disturbing features such as trenches for utilities and drainage.				
c. Avoid disturbing the natural grade within the drip line of mature trees.				
d. Plant new trees to replace tree removals & landscape with California native, and/or locally acclimated, drought-tolerant species.				
Compliant	**Not Compliant**	**Somewhat Compliant**	**Not within Scope**	**N/A**

NOTES:

In evaluating RDG compliance, consideration needs to be given to the scope of the project (i.e., if a driveway is not being constructed or replaced, than review of its materials are outside the scope of the project).

Color and material consistency is generally preferred, but variation of color and materials can be compatible with the home design and assist in breaking up building plans (see RDC).

In evaluating RDG compliance, consideration needs to be given to the architectural style of the home. For example, while cantilevered building walls are not generally preferred, they can be completely in character with modern style homes and add necessary articulation to building facades.