CITY OF OAKLAND
AGENDA REPORT

TO: Office of the City Administrator
ATTN: Deborah Edgerly
FROM: Community and Economic Development Agency
DATE: November 8, 2005

RE: REPORT AND RECOMMENDATIONS ON CONCEPTUAL REVISIONS TO THE RESIDENTIAL DESIGN REVIEW PROGRAM AND RESIDENTIAL ZONING STANDARDS.

SUMMARY

In December 2001, the City Council approved revised zoning standards and design review changes for one- and two-unit residences. The design review changes included adoption of a new S-18 Mediated Design Review Combining Zone as a pilot program in City Council District One and the S-14 Overlay Zone (1991 Firestorm Area). Key objectives of the new Mediated Design Review pilot program were to simplify the review process, and to resolve issues between the project sponsor and neighbors. The City Planning Commission and City Council were to evaluate the Mediated Design Review pilot program, and the Council was to then decide whether to retain it, modify it, or expand it to other areas.

This report presents staff's and the City Planning Commission's assessment of the S-18 pilot program, as well as other elements of the City's residential design review procedures and zoning standards. The report recommends that the existing complex residential design review system be replaced with three design review processes that will be applied Citywide—Zoning Conformance Review, Small Project Design Review and Regular Design Review.

Based on the Council's direction and comment:

1. **Staff will prepare draft zoning text changes that implement conceptual proposals for a revised set of design review procedures.** The revised procedures would, among other things, replace the S-18 pilot program with a new version of the City's existing Regular Design Review procedure. The new procedures would apply Citywide and not just to the S-18 Zone.

   The draft zoning text changes would be referred to the City Planning Commission and Council for consideration.

2. Staff will prepare zoning standards changes based on concepts presented in this report as may be modified by Council.

A more definitive set of proposals will then be developed and submitted to the City Planning Commission and the City Council for formal endorsement prior to the drafting of the actual zoning text changes.

The conceptual revisions to the City's 1-2 unit design review procedures were reviewed and endorsed by the City Planning Commission's Design Review Committee at its February 23, 2005 meeting. A modified version of the proposals was then reviewed and endorsed by the full Planning Commission at its June 15, 2005 meeting.

Following the Commission's June 15, 2005 endorsement of the revisions, staff received direction from the City Council for an expansion of commercial and other nonresidential design review to include large areas of the City that currently do not require design review.

In order to accommodate this nonresidential design review expansion, staff developed additional changes to the 1-2 unit residential design review revisions previously endorsed by the Planning Commission. These additional changes included:

(1) Expanding the scope of the residential design review revisions to include projects involving three or more units.

(2) Further expanding the range of project types that qualify for a simple and expedited review process.

(3) Revising residential zoning standards in those instances where large numbers of Variances and Conditional Use permits have been requested; and where the Zoning Regulations have proven overly complicated, not practical or feasible in certain situations, or unnecessarily restrictive on design.

Implementation of these additional changes would enable staff to provide a broader, more consistent design review process. In addition, the additional changes would provide a greater level of uniformity Citywide than the changes endorsed by the Commission on June 15, 2005.

Planning Commission review of the additional changes is scheduled for the Commission's November 2, 2005 meeting. The results of the Commission's review will be reported to the City Council's Community and Economic Development Committee at the Committee's November 8, 2005 meeting.

The proposed residential design review procedure revisions are summarized in **Attachment B** and are presented in more detail as flowcharts in **Attachments C through F**.

FISCAL IMPACTS

Presently, there is no fiscal impact. However, under the proposed revisions, it will be necessary to evaluate and possibly adjust residential design review fees to ensure that the fees charged reflect the level of review provided and result in no net loss in revenue.

The revenue and expenditure impacts of the proposed revisions will be more fully assessed when the actual zoning text amendments implementing the revisions are presented at a later date to the City Council.

BACKGROUND

Deficiencies in Existing Program

The City presently has four residential design review procedures, which are explained in detail on pages 4-7 and in Attachment A. They are:

- Design Review Exemptions
- Special Residential Design Review
- Regular Design Review
- Mediated Design Review (a special pilot program that is used only in the S-18 Zone)

Mediated Design Review (MDR) has not achieved its objectives and in many ways has been counter-productive. Its overly elaborate provisions require longer project review periods, have been confusing to both public and staff, and even appear to have encouraged larger projects, as well as more Variances and Conditional Use Permits. It is therefore recommended that MDR be replaced with new Citywide thresholds for "Small Project Design Review" and "Regular Design Review." The new procedures would include a variation of MDR's early neighbor consultation provision, which appears to have worked well, and other improvements to design review public notification provisions.

Changes to other components of the residential design review program are also needed Citywide to correct unintended effects of the 2001 revisions, increase efficiency, and make design review more effective, easier to understand, and more consistent throughout the City. The existing program is very confusing; not standard across different zoning districts for the same type of projects; and gives unnecessary attention to minor changes to existing buildings and not enough attention to new construction.

Development of proposals for a revised residential design review program, and review of proposals by City Planning Commission

In late 2003, staff developed proposals to improve the 1-2 unit residential design review program. These proposals had the following primary objectives:

- To simplify and refine the existing 1- and 2-unit residential design review processes to improve efficiency and ease of use while maintaining intent;

- Combine the existing design review procedures into a simple, unified process; and

- Establish uniform decision-making criteria.

During late 2003 and early 2004, the proposals were refined during community forums in City Council Districts One and Six as well as at a Citywide forum. The proposals were then presented at the May 12, 2004 meeting of the City Planning Commission's Design Review Committee.

The proposals received generally positive feedback at the May 12, 2004 meeting. However, the Committee, in response to public comments, requested that the proposals be revised to further improve notification to neighbors for projects that could have view, privacy or solar access impacts on nearby properties.

In response to the Committee's requests, staff prepared revised proposals that the Committee endorsed at its February 23, 2005 meeting. Staff subsequently made further minor changes to the proposals, mostly in response to a meeting held March 28, 2005 between staff and Vice Mayor Jane Brunner and her constituents.

The Interim 1-2 unit Residential Design Review Manual was prepared by staff and considered by the Design Review Committee at its October 3, 2004 and February 23, 2005 meetings. The Committee endorsed the draft Manual after several changes to the Manual's View and Solar Access Impact sections. The full City Planning Commission adopted the Interim Manual at its June 15, 2005 meeting. A copy of the Manual is included as **Attachment G.**

Now that it is adopted, the Interim Manual is being used as the decision-making basis for all 1-2 unit residential design review applications except those involving the Special Residential Design Review (SRDR) New Construction and Additions & Alterations Checklists. *If the zoning text changes for the revised residential design review procedures recommended by this report are ultimately adopted, the Design Review Manual will also apply to projects now processed under the SRDR Checklists.* The existing Design Review Manual for projects involving three or more units will also be revised and updated.

The existing residential design review procedures are summarized in **Attachment A** and the recommended revisions in **Attachment B**. These revisions are presented in more detail as flowcharts in **Attachments C through F**.

Existing Residential Design Review Program

The existing residential design review program is unnecessarily confusing and complex. Minimizing the number of different design review procedures and establishing uniform Citywide

decision-making criteria will make the program easier for both the public and staff to understand and help assure the same standard of review for similar projects Citywide.

Following is a summary of existing residential design review procedures:

A. Design Review Exemption (DRX):
- Staff sign-off over the counter for small addition/alteration projects meeting the following exemption criteria: the proposal does not include the addition of a dwelling unit; involves no more than a 10% expansion of existing footprint, floor area or wall area on site; and all exterior treatment matches the existing building.

DRX applies Citywide to all residential projects (regardless of the number of units) in all zones that would otherwise require Special Residential Design Review and ***not*** *require Regular Design Review.*

B. Special Residential Design Review (SRDR): A Two-Track Process (1-2 units only)

1. SRDR Checklist (DRC)
   - Staff decision on either: (i) additions of 10%-20% to a single-family home or duplex that match the existing building; or (ii) construction of a new single-family home or duplex.
   - Decision based on a checklist point scoring system, with no neighbor notice and no appeal.

2. SRDR Discretionary (DRD)
   - Staff decision on either: (i) additions of 20% or more to a single-family home or duplex; (ii) creation of one new detached unit on a lot that has one existing unit; or (iii) development within any one-year period, on five or more lots contiguous or across the street from each other, and submitted by same owner or designer.
   - Decision based on discretionary criteria that has been established for each of the preceding project types. No neighbor notice and no appeal.

SRDR applies Citywide ***only*** *to 1-2 unit projects in zones not requiring Regular Design Review, and is used for the majority of design review-only cases. Nonexempt projects involving three or more units require Regular Design Review.*

C. Regular Design Review (DR):
- Triggered by: (i) *any addition or alteration that affects exterior appearance* in all zones requiring Regular Design Review (such as R-36, C-28, C-31, S-4, S-7, S-10, and S-11); (ii) new construction or additions meeting threshold criteria in the S-18 and S-20 Zones; (iii) new construction or additions when accompanied by a Conditional Use Permit and/or certain types of Variances; and (iv) in situations other than those listed in (i)-(iii) above, all new construction and nonexempt alterations for projects involving three or more units.
- City mails notice to all property owners within 300 feet. Public has 10 days to respond.
- Staff reviews plans for conformance with codes and criteria, and issues a written, appealable decision.

Zones requiring Regular Design Review for 1-2 unit projects are primarily in parts of West Oakland and parts of the Brooklyn/San Antonio Neighborhood (R-36) and parts of the North Hills (S-10 and S-11).

D. Design Review for 1-2 units in the S-18 Zone: A Three-Track Process

1. Special Residential Design Review (SRDR)
   - Triggered in the S-18 Zone by: (i) additions or alterations of less than 500 square feet to a single-family home or duplex that involve or result in one or two dwelling units on a lot, are located on the ground floor, and result in a cumulative floor area of less than 3,500 sq. ft. for all residential facilities on lot; or (ii) a balcony or deck that is either less than ten feet in depth or is not on a side or rear elevation that faces a 1- or 2-unit residence on an adjacent lot;
   - Review criteria according to either SRDR's checklist point scoring system or SRDR'S discretionary criteria.
   - No neighbor notice and no appeal.
2. Mediated Design Review (MDR)
   - Triggered in the S-18 Zone by: (i) additions of 500 square feet or more to a single-family home or duplex, and results in a cumulative floor area of less than 3,500 sq. ft. for all residential facilities on lot; or (ii) new construction of a single-family home or duplex with a cumulative floor area of less than 3,500 sq. ft. for all residential facilities on lot; or an upper-story or attic addition of any size (except for a balcony or deck meeting the above DRC threshold).
   - Pre-application review required;
   - Applicant posts "Notice of Proposed Development" at site and shows plans to neighbors;
   - City mails notice to property owners within 300 feet of project;
   - Parties notified of opportunity for mediation;
   - Staff decision; which is only appealable if one party refused to mediate, or if mediation occurred but agreed-to design must be changed to meet zoning requirements.
3. Regular Design Review (DR)
   - Triggered in the S-18 Zone by: (i) new construction of house or duplex 3,500 sq. ft. or more in floor area; (ii) additions to existing home that results in 3,500 sq. ft. or more of floor area; or (iii) new construction or addition when accompanied by Conditional Use Permit or Variance.

S-18 applies primarily to North Oakland, including the 1991 Firestorm Area.

The above design review procedures include a number of subsets that vary according to such factors such as zoning district, project type (new construction vs. additions and alterations) and project size. The procedural variations involve such factors as public notification, decision-making time limits, decision-making criteria and guidelines, and appeal provisions.

Because of these procedural variations, the City's current residential design review program can be divided into about **eleven** specific subsets as shown in **Attachment A**. These many procedural variations are unnecessarily confusing and can be consolidated with the simpler and easier-to-understand review framework as shown in **Attachment B**. The new framework consists of just **three** design review procedures that will be applied uniformly Citywide – Zoning Conformance Review, Small Project Design Review, and Regular Design Review.

PROGRAM/PROJECT DESCRIPTION

Proposed Revisions to Residential Design Review Procedures

Key provisions of the proposed revisions, as shown in Attachment B, include:

(1) Expand the scope of the proposed Residential Design Review process changes to include projects involving three or more units.

Previous versions of the proposal, including that endorsed by the City Planning Commission on June 15, 2005, were limited to just one and two unit projects.

Projects with three or more units currently require Regular Design Review if they involve:

a. An increase in floor area, wall area or footprint over ten percent; or

b. Exterior changes that do not match the existing building and require building permits.

These existing Regular Design Review triggering thresholds for three or more units are the same as those that trigger special Residential Design Review for 1-2 units.

The proposal will change the existing thresholds for three or more units so that they are the same as the new thresholds for 1-2 units. This will maintain consistency in the overall residential design review process.

Note: *Changes to design review thresholds for commercial and mixed-use projects are also under study and will be brought forward as part of a separate proposal to expand design review to commercial districts and major corridors.*

(2) Require Regular Design Review for ALL new construction (including 1-2 units) and 100 percent floor area or footprint additions Citywide.

Under existing procedures, new construction of 1-2 unit residences in most parts of the City only require approval under Special Residential Design Review's New Construction Checklist, which is cursory and narrowly focused. This Checklist process has not resulted in effective design review.

The proposal replaces the New Construction Checklist with discretionary criteria based on the newly adopted Interim 1-2 Unit Residential Design Review Manual and extends Regular Design Review to ALL 1-2 unit new construction, and to ALL additions that increase either the building footprint or floor area by over 100 percent.

Requiring Regular Design Review with its more extensive notification procedures and appeal rights is appropriate for new construction and large additions because of these projects' potential impacts.

(3) For BOTH 1-2 unit and three or more unit projects, use Small Project Design Review for additions of more than 10 percent but not more than 100 percent where Special Residential Design Review or Regular Design Review is now required and provide notice to neighbors for additions over 500 sq. ft.

Small Project Design Review (SDR) is now mostly used for small nonresidential projects, such as signs and awnings. Decisions are made within 10 days of submittal of a complete application and currently involve no notification and no appeal.

Under existing rules **neither** SDR nor Special Residential Design Review (SRDR) provide notification to neighbors.

Under the proposed revisions, SRDR would be eliminated and SDR would be used for **all** residential additions (regardless of the number of units) Citywide that involve an increase in floor area or footprint of more than 10% but less than 100%, and which do **not** involve addition of a dwelling unit. Applicants would display a large courtesy notice at the project site for at least 10 days prior to issuance of a building permit for residential additions over 500 sq. ft. See Item 5 below for more discussion of the proposed posting process.

Applicants would also provide neighbors copies of the proposed plans prior to application submittal. Neighbors and the applicant can also request an informal meeting with staff to address issues that came up during the distribution of plans. The circumstances justifying a meeting will be specified as part of the Planning and Zoning Division's Administrative Procedures.

The posting of notices of proposed development is already required for all Regular Design Review applications and distribution of plans to neighbors will be required for Regular Design Review under the proposed revisions.

Providing for early neighbor contact and expanding the on-site posting requirement will address the widespread concern about the lack of public notice, especially for current SRDR projects.

Under existing rules, additions involving three or more units that increase the existing wall area, floor area or footprint over 10 percent require Regular Design Review. Regular Design Review seems unnecessarily elaborate for these relatively low-impact projects and requires considerably more staff time than SDR.

The proposal therefore replaces Regular Design Review with SDR for these projects so more staff time is available to administer the expansion of Regular Design Review to 1-2 unit new construction and large additions as described in Item 2 above. In this way, the design review process will be broadened, but use of staff time will be focused on the more extensive projects.

(4) Make the design review process in the S-18 Zone equivalent to the rest of the City, including elimination of Mediated Residential Design Review.

The S-18 Zone covers North Oakland, including the 1991 Firestorm area. The proposal eliminates the existing "Mediated Design Review" program in the S-18 Zone, and replaces Mediated Design Review with new Citywide thresholds for "Small Project Design Review" and "Regular Design Review".

The proposal supports the objective of a uniform design review process Citywide by making the design review process in the S-18 zone equivalent to the rest of the City.

Mediated Design Review (MDR), adopted in 2001 as part of the S-18 Zone, has not achieved its objective to facilitate design review by using mediation. In many respects it has been counter-productive by encouraging project sponsors to propose larger buildings and file more Variances and Conditional Use Permits in order to avoid MDR.

MDR was set up in Council District One to be an expedited review process that strongly encouraged people to discuss proposed homes/additions with their neighbors early in the process and use mediation to resolve disputes. It was established with certain features listed below that are different than those used in the rest of the City.

- Full zoning review prior to the application being filed – during the mandatory pre-application, staff provides applicant with written determination of status of zoning conformance; list of names and addresses of adjacent owners; and stamps on plans for obtaining adjacent owner's signatures;
- Applicant posts 'Notice of Proposed Development' at site, and provides plans to neighbors for review and signature;
- Applicant then files project application, which must include plans with adjacent owners' signatures (or certification of applicant's attempt to obtain signatures), plus photo and copy of posted notice;
- Staff mails notice to owners within 300 feet (using form different than that used in other areas of the City), posts notices in area, and notifies adjacent neighbors of right to request mediation prior to any decision on the application;
- If mediation is requested, parties have 30 days to complete mediation (subject to extension);
- Review criteria limited to views, bulk, privacy, and solar access;
- Staff decision is appealable to the Planning Commission only if one party refused to mediate and other party appeals; or mediation occurred, but the agreed-to design had to be changed to meet zoning regulations.

Staff believes that the Mediated Design Review program should be eliminated. This conclusion is based on the following analysis:

a. *Case Statistics:*
   - There were 128 projects in the S-18 Zone in the first year and a half of the program.
   - Only about twenty-five (25) percent (33 cases) qualified for Mediated Design Review.
   - About fifty (50) percent of the projects fell under Regular Design Review either because they were over 3,500 square feet; or were in a special zone, such as the S-10 Scenic Route overlay; or requested variances or conditional use permits.
   - About twenty-five (25) percent were small enough to qualify for Special Residential Design Review, which does not require public notice.

b. *MDR cases are taking longer to process than the Regular Design Review process, whereas MDR was intended to be an expedited type of review.* MDR cases take at least 3-6 months, while Regular Design Review usually takes 1-3 months. The extra time is due to: the time to obtain neighbor signatures; the additional step of zoning review prior to the application being filed; and time allowed to request mediation prior to a decision.

c. *MDR was intended to simplify the review process, but it has instead been confusing to applicants and staff because it has different procedures and thresholds than either SRDR or Regular Design Review.*

d. *Both applicants and staff perceive MDR as more onerous than Regular Design Review.*

e. *Some applicants appear to be intentionally designing houses to exceed the 3,500 sq. foot limit, or to require Variances or Conditional Use Permits in order to avoid MDR.*

f. *To date, only <u>one</u> MDR case has actually gone to mediation.*

The following changes are recommended to replace MDR:

a. For new construction and 100 percent floor area or footprint additions, replace the elaborate MDR review process with one that builds on the City's current Regular Design Review procedures – public input, staff review, a Zoning Administrator decision and full right of appeal.

b. For additions of more than 10 percent but less than 100 percent, replace MDR with Small Project Design Review as described in Item 3 above.

c. *Preserve the MDR provision for early neighbor contact and expand this procedural element Citywide to all Regular Design Review cases.* This is the aspect of the current MDR program that seems to be the most beneficial. See also Item 3, above.

d. *Replace MDR's formal mediation procedures with a Regular Design Review process that includes the option to request an informal meeting with staff.* The circumstances justifying a

meeting will be specified as part of the Planning and Zoning Division's Administrative Procedures. Such meetings can also be requested for Small Project Design Review cases involving additions over 500 sq. ft. as described in Item 3 above.

e. *Extend the public comment period for Regular Design Review to 20 days.* The current public comment period for noticed cases is 10 days. This issue is discussed further in Item 6 below.

f. *Eliminate the mandatory zoning review prior to the application being filed.* It adds at least 30 days to the process and has not been particularly beneficial.

g. *Replace the current limited review criteria for MDR projects with the new Citywide Interim 1-2 Unit Residential Design Review Manual.* Under current rules, MDR projects must conform only with the Manual's mass and bulk and view, solar access and privacy impacts provisions. Under the proposal, ALL of the Interim Manual's provisions will apply to projects now requiring MDR.

A flow chart showing the proposed MDR revisions is provided in **Attachment E**.

(5) Improve public noticing procedures for Regular Design Review.

For Regular Design Review cases, the current public noticing procedure involves mailings to all owners of property located within 300 feet of the project site. All public notice mailings rely on the most current and available data from the Alameda County Assessor and include all owners of record. In addition to the mailed notices, letter-size notices are posted in several locations within 300 feet of the project site.

All mailed and posted notification currently takes place at least *ten days* prior to a City Planning Commission public hearing or Zoning Administrator decision as required by the Zoning Regulations.

The main issues that have been raised about the notification process over the years have largely been to the length of public comment period, and the physical posting procedure. The main concerns include:

- Insufficient time allowed for the public to comment (the public comment period is currently 10 days from the date of notification);
- Low visibility due to small size of posters, and unclear project site location due to lack of prominent posting at site;
- Litter and ineffective postings due to signs deteriorating from weather or being torn down by vandalism;
- Diversion of limited staff resources, and increase in overall project review times. Posting multiple signs within the vicinity of each noticed project throughout the City requires a large amount of staff time, and effectively limits how many cases staff can

notice and approve every week, due to the limited number of sites staff can physically visit and post on a weekly basis.

Many of these concerns could be addressed by changing notification requirements to include the following:

- *Require one large on-site poster rather than numerous postings around the area.* This would cut down on problems with posters falling down due to vandalism or weather, and would provide for a large visible sign that would be of a color to attract the attention of anyone passing by.
- *Require applicant responsibility for posting and maintaining the public notification poster.* This would create a responsible body for ensuring that the posted notice is maintained throughout the duration of the notification process. A signed affidavit by the applicant and a photo of the on-site poster would be required as proof of completion.
- *Increase the public comment period from the current 10 days from date of notification to 20 days.* (This issue is discussed in more detail in Item 6 below).

A flow chart showing the above changes incorporated into the Regular Design Review (DR) procedure is provided in **Attachment C**.

(6) Increase the public comment period to 20 days (as requested by the Planning Commission at the Commission's June 15, 2005 meeting) for ALL Variance, Use Permit and Regular Design Review cases, including nonresidential cases.

Under the current rules, the public comment period for these cases is 10 days. In response to public requests, staff had previously proposed increasing the public comment period to 15 days.

At the Commission's June 15, 2005 meeting, Commission members, in response to additional public requests, asked that the comment period be further increased to 20 days.

(7) Consolidate the many existing Design Review criteria and guidelines into a new Citywide Design Review Manual for One- and Two-Unit Residences.

An interim version of the 1-2 Unit Design Review Manual was adopted by the Planning Commission on June 15, 2005. The Manual merges the existing Special Residential Design Review Discretionary Criteria with other existing design review criteria and guidelines, such as the "Expedited Design and Bulk Review Criteria for Single Family Houses in the S-14 Zone" (completed in 1993).

The merged criteria and guidelines are supplemented by additional provisions such as criteria and guidelines for mass and bulk; and for view, solar access, and privacy impacts that were reviewed by the City Planning Commission beginning in 2003.

The Interim Design Review Manual promotes project certainty and predictability by adopting a uniform set of Citywide design review criteria for all one- and two-unit structures. The Manual

also helps streamline the design review process by clearly communicating the City's expectations regarding such project elements as: site planning; mass & bulk; compatibility with the surrounding neighborhood; view, privacy and solar access impacts; and building details and materials.

The Interim Manual merges what are currently separate standards for design review approval into one Citywide standard, and serves as a user-friendly guide for property owners and designers on the expected qualities of additions, alterations, and new construction. A major goal is to improve communications between applicants and staff, and avoid unnecessary plan modifications and time loss.

The Interim Manual includes numerous illustrations and promotes a more sensitive and site-specific approach to the design of one- and two-unit residences in order to achieve the general purposes of the City's Zoning Regulations. A copy of the Interim Manual as adopted by the City Planning Commission is included as **Attachment G**.

The Interim Manual will be tested during a 6-9 month trial period for all discretionary 1-2 unit residential design review applications, and expanded and refined (including improvements in format and presentation) to create a final definitive version.

Changes to Residential Zoning Standards to Improve Clarity and Effectiveness, and Reduce the Number of Variances and Conditional Use Permits.

Reducing the number of routinely approved Variances and Conditional Use Permits (CUP) is expected to be one of the most effective strategies for freeing up enough staff time to focus on the more complicated projects and the more extensive geographic administration of design review.

About 27 percent of the 1-2 unit Variances and Use Permits processed in Fiscal Year 2004-2005 were in the following four categories:

Type of Variance / Conditional Use Permit	% of Total 1-2 Unit Residential Variances / Conditional Use Permits in FY 2004-05	Number of Variance / CUP cases in each category
Variances for building additions that continue existing substandard side yards	14.4%	33
Conditional Use Permits for fences higher than 3½' and up to 6'	5.2%	12
Height Variances for downslope lots	4.8%	11
Variances to exceed the 35' building length limit in side yards on sloped lots	2.6%	6
TOTAL	**27%**	**62**

Most of these Variances and Use Permits were routinely approved with little or no public comment. Staff is now studying whether the regulations that trigger these Variances and Use Permits should be changed to reduce the numbers of these administrative permits.

Staff is also reviewing the City's residential zoning standards to assess the effectiveness and clarity of the current standards in meeting the standards' purpose. This review is especially focused on the revised standards for 1-2 units adopted in December 2001.

The most significant 1-2 unit zoning standard changes adopted in 2001 were:

New Standards to Address Building Bulk:

- Reduced height limits; and changed height limits to increase with slope of site;
- Revised front, side and rear yard setbacks – primarily for sloped lots;
- 35-foot limit on building length along side lot lines – a new type of regulation;
- Lot coverage limits for flat lots.

New Standards to Address Street Appearance and Neighborhood Context:

- 3 ½-foot height limit for front yard fences (previously six feet);
- Retaining wall height limits – six feet, with minimum four-foot separation;
- Minimum of 50 percent paving in front yards;
- Garage/parking location – must locate to side or rear if that is neighborhood pattern;
- Minimum 20-foot distance between street and garage – to require more parking in hill areas.

Based on staff's experience implementing the 2001 zoning standards, as well as from direct feedback received from applicants, homeowners, and design professionals, revising and simplifying the zoning standards is possible without undermining their purpose. Staff has received complaints from applicants that some of the zoning standards are overly complicated, unnecessarily restrictive on design, and not practical or feasible in certain situations. Staff has concluded that many of these issues can be addressed by adopting less complicated zoning text with fewer overlapping standards. More straightforward standards would save time and frustration for both designers and staff, and will likely lessen the proliferation of Variance requests.

To achieve this objective, some numeric values will need to be adjusted as provisions are combined or simplified, while other standards need to be more extensively reworked to allow more flexibility and site-specific design responses. Also, staff and applicants continue to question how to measure and interpret many of the 2001 standards, so there is a need for technical clarifications that will make administration easier.

The following are specific proposals that staff is now considering both to reduce the number of required Variances and Conditional Use Permits and to address the issues associated with the 2001 standards. *These proposals are still preliminary, are continuing to be refined and other proposals may be added.* Staff is requesting City Council comments on the proposals at this time to determine whether they are headed in the right direction. A more definitive set of proposals will then be

developed and submitted to the City Planning Commission and the Council for formal endorsement prior to drafting actual zoning text changes.

1. **Eliminate the 35-foot limit on building length in side yards on sloped lots, and rely on discretionary criteria in the new Design Review Manual to achieve a similar objective.**

   The building length limit has generated many Variance requests. This regulation was adopted in 2001 to address the issue of long, flat, tall side walls facing neighbors. However, many applicants have complained that the rule overly restricts the building depth and often allows for only a typical 20-foot deep garage and one more interior room directly behind before a significant additional inset of the building line is triggered by this regulation.

2. **Change the hillside regulation limiting the amount of building width that can utilize the reduced 5-foot front yard setback on sloping lots.**

   Current regulations allow for the front yard setback on sloping lots to be reduced to 5 feet, but limit the amount of building footprint within the normally required front yard setback (usually the first 20 feet) to 60% of the lot width. This "60% of lot width" standard was instituted in 2001 to reduce building bulk close to the street, but has had the unintended consequence of making the garage the dominant front façade feature for many new hillside homes.

   Allowing more of the front façade to be located within the normally required front yard setback will allow for hillside designs with more prominent entries, and help make garages less dominant. Therefore, one option being studied is to eliminate the "60% of lot width" standard completely and instead rely upon the various bulk mitigation techniques specified in the new Interim 1-2 Unit Design Review Manual. Another option is to change this hillside regulation so that the portion of building width exceeding 60% of the lot width need only be set back 10 feet, rather than the current 20 feet.

3. **Cap the maximum rear yard setback for lots over 100 feet in depth at 40 feet instead of the current 80 feet.**

   For residential zoning districts such as R-30, current minimum rear yard setback is 20 feet, but if the lot is more than 100 feet in depth, the rear setback must be increased by one-half foot for every additional foot of lot depth over 100 feet, up to a maximum required rear setback of 80 feet. Staff has found that this maximum 80-foot rear setback is not practical or feasible in certain situations. Therefore, the proposal is to cap the maximum required rear yard setback for lots more than 100 feet in depth at 40 feet, rather than the current 80 feet.

4. **In certain cases, allow additions to maintain existing substandard side yards without a Variance.**

   Additions to an existing residence that continue existing substandard side yard setbacks would be allowed *by right* under the following circumstances:

a. The existing lot is 45 feet or less in width;

b. A substandard side yard already exists along at least 50% of the length of the abutting building wall;

c. An addition would continue the abutting building wall line, but in no case reduce the side yard setback to less than 3 feet or include encroachments into the required front or rear yard setback;

d. The length of any addition wall within the proposed substandard side yard does not exceed 50% of the length of the abutting building wall within the existing substandard side yard; and

e. The height of the addition within the proposed substandard side yard does not exceed the height of the abutting structure within the existing substandard side yard.

This exception to the normally required side yard setback requirement will promote additions on narrow lots that are more architecturally integrated with the existing structure.

As noted in the Variance / Conditional Use Permit caseload discussion above, Variances for additions that continue existing substandard side yards accounted for the largest share (14.4%) of all of the 1-2 unit Variances and Use Permits processed in Fiscal Year 2004-2005. Eliminating at least some of these Variances would therefore have the biggest potential impact in reducing the current Variance and Conditional Use Permit caseload.

A similar proposal was previously discussed at the Design Review Committee's May 12, 2004 meeting. Some members of the public were concerned that the proposal would allow inappropriate projects, but there were also comments that the proposal might be acceptable if the specific criteria for by-right continuation of substandard side yards were carefully crafted.

5. Allow front yard fences between 3½' and 6 feet in height with Small Project Design Review and without a requirement for a Conditional Use Permit as long as the proposed fence meets specific standards.

The reduction in allowed fence height from 6 feet to 3 ½ feet was instituted in 2001 to avoid creating a neighborhood character where front yards and homes are completely walled off from the neighborhood with a solid fence. However, many residents still want taller fences for security and privacy reasons. Requiring a Conditional Use Permit (CUP) for front yard fences seems excessive for these small projects, especially since the current $1,131.44 Conditional Use Permit fee sometimes exceeds the cost of the fence and the processing time for a CUP is usually 6-12 weeks.

Staff is offering the following fence height proposal which hopefully balances streetscape integrity with security concerns:

a. Allow front yard fence heights up to 6 feet with Small Project Design Review approval if the project meets the following provisions:

   i. The portion of the fence higher than 3½ feet is at least 75% transparent, or the fence as a whole is at least 50% transparent; and

   ii. The fence is located on or behind the front property line, and at least 18" from back of sidewalk. The unpaved strip between the fence and the sidewalk shall be landscaped. (Note: On most streets, the sidewalk does not extend all the way to the front lot line, resulting in a strip of unpaved right-of-way often over 3 feet wide that looks like it is part of the front yard.)

b. Chain link fences higher than 3½ feet will continue to not be allowed in front yards.

These provisions are similar to the fence guidelines recently adopted as part of the Interim 1-2 Unit Residential Design Review Manual.

6. Change the height limits to eliminate the distinction between the basic height limit and the additional height allowed for pitched roofs.

Prior to the December 2001 zoning standards changes, the height limit for downslope building sites steeper than 20 percent was 40 feet. (Note: A building site with 20 percent slope has a one foot change in elevation for every five feet of horizontal length.)

The 2001 revisions changed the 40' height limit to:

- Upslope sites over 20% slope: 30' basic height and up to 35' for pitched roofs (except that portions of the building located within 20 feet of the front property line are limited to a height of 24').
- Downslope sites over 20% slope but not over 40%: 30' basic height and up to 32' for pitched roofs (36' with a Use Permit).
- Downslope sites over 40% slope: 30' basic height and up to 36' for pitched roofs (40' with a Use Permit).

Staff is considering the following changes to the height limits:

a. Eliminate the distinction between the basic height limit and the additional height allowed for pitched roofs, including the conditionally permitted extra height for pitched roofs:

   The current 1-2 unit height limits generally consist of the following:
   - A basic height limit of 25 feet for slopes less than 20%, and 30 feet for steeper sites;
   - Additional height allowed for a pitched roof as described above (the amount of additional height varies according to slope); and
   - Even more roof height allowed with the granting of a Conditional Use Permit.

This distinction between basic height and additional height for pitched roofs was intended to encourage locating the upper living areas of buildings within the roof envelope to help mitigate the bulk impacts often resulting from tall buildings. However, the multi-tiered height limit system has not achieved its objective of encouraging an increase in applications that include "roof envelope" living space. Also, the current reduced wall height limits inappropriately discourage creative modern designs that use flat roofs.

Staff believes that the intent of the tiered height limit system can be better addressed in the bulk mitigation provisions of the recently adopted Interim 1-2 Unit Residential Design Review Manual.

The conditionally permitted extra height for pitched roofs seems especially inappropriate since it is very rarely used. In FY 2004-2005, there were **no** Use Permit requests for this extra roof height. Most of the requests were for Variances to increase the 30' basic height.

Changes to the current height limits should therefore involve increasing the basic height limits for both upslope and downslope sites.

b. Consider adding an additional height limit threshold for extremely steep sites.

Many projects are now being built on extremely steep sites, sometimes with slopes over 100 percent. Staff believes that an additional set of height limits would be appropriate for these steeper sites, since these projects have generated almost all of the Variance requests.

7. Revise existing lot coverage limits to provide a more effective control on footprint size, and expand the lot coverage standard's applicability to slopes over 20 percent.

Staff is studying possible revisions to the City's lot coverage standards, which now apply only to sites with slopes of 20 percent or less. Possible lot coverage revisions include expanding the standard's applicability to slopes over 20 percent; reducing the existing 40 percent lot coverage limit in the R-30 Zone to 35 percent; and reducing the "by right" 2,000 square feet of lot coverage now allowed for any lot in zones R-1 through R-30 to 1,750 square feet.

Applying lot coverage limits to sloped sites will help address conversion of pervious to impervious surfaces in the hills and the adverse hydrological impacts of such conversion. In addition, the expanded lot coverage limits will establish additional limits on building size and reduce the likelihood of excessively bulky buildings.

The revised lot coverage limits are intended, among other things, to minimize the potential for impacting the view, solar access or privacy of neighbors. Projects with reduced lot coverage limits are less likely to create these impacts.

8. Consider using Floor Area Ratio (FAR) to create a scaled relationship between the size of a 1- or 2-unit residential building and the size of the lot.

Floor Area Ratio (FAR) is the ratio of the floor area of a structure to the lot area. Many communities, both locally and nationwide, utilize a maximum FAR for residential projects in order to encourage additions and new construction to maintain a consistent scale with nearby residences. Their experience indicates that FAR provisions can be an effective supplement to height, setback, and lot coverage regulations. The advantage of an FAR is that it sets a clear parameter for building size -- making it a function of lot size -- and is relatively easy to understand and administer.

A review of material produced by the 'Working Group' that met regularly between 1996 and 2001 to craft the 2001 zoning changes shows that FAR had at one time been proposed and endorsed by both the Working Group and the City Council as an *alternative* to many of the regulations that were finally adopted.

The concept of a residential FAR is being brought forward as a potential alternative to many the City's existing bulk control regulations which are overly complicated, and not practical or feasible in certain situations. If the City Council supports exploration of the FAR concept, staff will develop the following options for further discussion:

a. FAR as a guideline: An FAR guideline could be included in the final version of the 1-2 Unit Design Review Manual as a way of triggering when certain bulk mitigation techniques (such as building massing, siting, composition, and relation to terrain and neighboring buildings) would be necessary to minimize actual and perceived bulk in building design; *OR*
b. FAR as a standard: An FAR formula that adjusts to the size of lot (the larger the lot, the lower the allowed FAR) could be adopted as a new zoning standard, similar to height and setback regulations.

9. Allow garages in the S-10 Zone to extend into the 6-degree view plane.

The current S-10 Scenic Route Combining Zone regulations do not allow any building or portion thereof that is on a downslope lot adjacent to Grizzly Peak Boulevard, Skyline Boulevard, and Tunnel Road to extend in height above an imaginary plane starting 3 feet above the nearest edge of road pavement and extending downward over the lot at an angle of six degrees to the horizontal. This restriction of height on downslope lots is intended to create, preserve and enhance areas where vistas of Oakland, neighboring areas or the bay can be seen from the road. Due to these S-10 height restrictions, many downslope homes along Grizzly Peak Boulevard, Skyline Boulevard, and Tunnel Road were built without garages to avoid encroaching into this restricted "6-degree view plane" over their property. Over the years, the City has received numerous requests from homeowners to allow garages in the S-10 Zone so they could better protect their cars and other belongings, and to screen garbage cans from public view. Many such requests have been granted through height Variances, to the point that there are now so many built exceptions to the "6-degree view plane" that it is difficult to enforce due to past precedent.

General Plan Policy N11.3 states that: *"In those cases where large numbers of variances are being requested, the City should review its policies and determine whether revisions are necessary."*

Therefore, staff proposes an exception to the S-10 zone's "6-degree view plane" height restriction to allow garage and entry structures that meet specific standards (such as maximum size, height, location, and massing) as an allowed projection over the normally required height limit. The rest of the house would still be required to conform to the "6-degree view plane" height standard.

RECOMMENDATIONS AND RATIONALE

1. Replacing the Special Residential Design Review (SRDR) New Construction Checklist with Discretionary criteria and Regular Design Review.

The current SRDR procedure specifies that additions and alterations are reviewed according to the "SRDR Discretionary Criteria", whereas the construction of entirely new one- and two-unit structures are reviewed according to a simple points-system checklist (the SRDR New Construction Checklist). The existing New Construction Checklist is very easy to pass, has allowed very unattractive designs and does not address view, privacy, and solar access impacts on neighbors. The existing SRDR discretionary criteria for additions and alterations, on the other hand, *does* address view, privacy, and solar access impacts, as well as the compatibility of the proposed design with the existing building. *Therefore, the current SRDR procedures impose a higher design standard for additions and alterations than for the construction of entirely new structures, even though additions and alterations generally have less impact potential than new construction projects.*

Replacing the New Construction Checklist with discretionary criteria will correct these deficiencies. The discretionary criteria included in the new Interim Design Review Manual feature well-illustrated design guidelines to help interpret the criteria. The Manual provides a more uniform standard for new construction vs. additions and alterations, and covers such issues as view, privacy, and solar access impacts, and building mass and bulk.

Replacing the New Construction Checklist with discretionary criteria will require many project sponsors to take greater care with their designs than they presently do. Some may need to rely more on architects and other design professionals. Also, increased staff time will be required to process new construction cases according to discretionary criteria and using Regular Design Review. However, staff believes that increasing the scope of Small Project Design Review as discussed in Item 2 below will reduce the amount of overall cases requiring intake, and thereby offset the increased staff time required for review of new construction projects using the Manual's discretionary criteria.

2. **Expanding the range of additions and alterations that would require only Small Project Design Review (SDR).**

   This proposal would expand Small Project Design Review Citywide in Regular Design Review zones such as S-10, S-11 and R-36, where *no* exemptions are currently allowed.

   As discussed in Item 1 above, the time savings involved in allowing more of these small projects to be processed under Small Project Design Review will offset the increased staff time required to process current SRDR Checklist projects under the discretionary criteria using Regular Design Review. Staff also believes that the availability of Small Project Design Review will encourage some project sponsors to design additions *smaller* than they would otherwise, in order to qualify for Small Project Design Review and take advantage of the procedure's significantly reduced 1-17 day processing time and lower fees, compared to the current 38-41 day processing time needed for SRDR and the 53-58 days for Regular Design Review.

3. **Replacing Mediated Design Review (MDR) with Regular Design Review and Small Project Design Review in the S-18 Zone.**

   The proposed changes to MDR have been of major interest to S-18 Zone residents. In lieu of mediation, Regular Design Review and Small Project Design Review would include an informal dispute resolution meeting with staff. The proposed revisions to Regular Design Review and Small Project Design Review would also incorporate the provision for early review of plans by neighbors. A key provision that appeared important to S-18 residents was increasing the 10-day public comment time limit for Regular Design Review to 20 days, as well as for Variances and Conditional Use Permits. This is discussed further in Item 4 below.

4. **Increasing the public comment period for all Variances, Conditional Use Permits and Regular Design Review cases to 20 days.**

   Adding days for public comment responds to ongoing requests from the public for more time to review application submittals. Any increase in the public comment period will necessarily apply Citywide to all Minor Variances, Minor Conditional Use Permit and Regular Design Review applications considered by staff, *as well as to all applications considered by either the City Planning Commission or City Council.*

   The current public comment period for all administrative, Planning Commission and City Council cases is 10 days. Under the proposed revisions, the comment period will be increased to **20 days.**

5. **Requiring applicants for all projects involving additions over 500 square feet to provide copies of plans to neighbors prior to design review application and a courtesy notice to neighbors prior to building permit issuance.**

One of the major complaints about the current Special Residential Design Review process is that neighbors receive no notice of applications, even for larger projects such as new construction. Staff believes that providing copies of plans to neighbors prior to application and a courtesy notice prior to building permit issuance for **both** Small Project and Regular Design Review will correct this deficiency, enhance a project's responsiveness to issues such as view, privacy, and solar access impacts on neighbors, and facilitate the City's review of projects with respect to these issues.

Because of the Planning and Zoning Division's limited resources, the courtesy notice would be provided by the applicant and identify the applicant as contact person.

6. Providing parties with concerns about a project an opportunity to meet with staff.

Staff's recommended process changes for both Small Project and Regular Design Review provide parties with concerns about a project an opportunity to meet with staff. This meeting option is envisioned as one of a menu of dispute resolution tools available to staff, and would be scheduled in most cases whenever a returned phone call, letter, or the providing of additional information is insufficient to address the issues presented. The specific circumstances justifying a meeting would be specified as part of the Planning and Zoning Division's Administrative Procedures.

7. Requiring story poles for certain projects.

Story poles are used prior to construction to help visualize a building's proposed height and massing. They are usually erected at the building's corners and at other important locations, such as roof ridges. The pole height equals the proposed building height at each location.

Story poles are often necessary for accurate project evaluations by staff and the public, especially for such issues as view, privacy, and solar access impacts, and building bulk. However, the City has no consistent criteria for requiring story poles.

It is recommended that a written set of guidelines be adopted by the Planning Commission for story poles, possibly as a chapter or appendix in the 1-2 unit residential design review manual. The guidelines would identify the situations where story poles would normally be required by staff; state how long they would need to be in place; identify the specific locations where they would normally be installed; and describe any special treatments, such as taping or draping between poles, that would be required and under what circumstances.

Staff's preliminary proposal for story pole guidelines would be that at least two weeks prior to a decision on an application requiring story poles, the applicant would erect story poles to represent the actual height and area of a proposed new home or addition. The story poles installed would show the height at each corner of the structure, the maximum structure height, and the outline of the proposed structure with string tied between poles of wood and/or PVC piping.

In all cases, the determination of whether story poles would be required would be by staff based on a project's potential for a significant view, privacy or solar access impact, or that the building's bulk may be excessive. The installation of story poles would be at the expense of the project sponsor.

8. Zoning Standards Changes.

It is important to emphasize that the list of possible zoning standards changes presented in this report is **preliminary**, is continuing to be refined and is being submitted to Council at this time only to determine whether these proposals seem reasonable and are headed in the right direction. Following Council review, a more definitive set of proposals will be submitted to the Planning Commission and Council for formal endorsement prior to drafting the actual zoning text changes.

In its review, Council is requested to:

(a) Consider each of the proposals and identify any that Council believes should not be further pursued or which should be modified;

(b) Identify any specific modifications to each proposal, as appropriate;

(c) Identify any additional zoning standards changes that Council would like staff to analyze as part of the definitive set of proposals; and

(d) Determine whether to direct staff to prepare a definitive set of conceptual zoning standards changes.

SUSTAINABLE OPPORTUNITIES

Sustainable opportunities will be discussed when the ordinance adopting the proposed zoning text changes is presented to Council.

DISABILITY AND SENIOR CITIZEN ACCESS

Disability and senior citizen access will be discussed when the ordinance adopting the proposed zoning text changes are presented to Council.

ACTION REQUESTED OF THE CITY COUNCIL

That the City Council, by motion:

(1) Accept staff proposals to prepare draft zoning text changes that implement the conceptual proposals for the residential design review process changes, with any further revisions Council deems appropriate.

(2) Provide comment on the proposed zoning standards changes and determine whether to proceed with preparing a definitive set of conceptual zoning standards changes.

Respectfully submitted,

CLAUDIA CAPPIO for
Development Director
Community and Economic Development Agency

Prepared by:
Ed Manasse, Planner IV
Christopher Buckley, Temporary Contract Services Employee

APPROVED AND FORWARDED TO THE COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE:

Office of the City Administrator

ATTACHMENTS:

A. Existing Residential Design Review Process
B. Proposed Residential Design Review Process
C. Proposed Regular Design Review Flow Chart
D. Proposed Small Project Design Review Flow Chart
E. Proposed Mediated Design Review (S-18) Flow Chart
F. Proposed Special Residential Design Review Flow Chart
G. Interim Design Review Manual for One and Two Unit Residences

SR:CY:v3 11-8-05DesResProp

CITY OF OAKLAND: EXISTING RESIDENTIAL DESIGN REVIEW PROCEDURES

If the property will have...	And the zoning district of the property is...	And the project is of the following type(s)...	Then the following Design Review process will apply...	And the following Design Review criteria will apply...
1or 2 residential units on the lot 3 or more residential units on the lot	R-1, R-10, R-20, R-30, R-35, R-40, R-50, R-60, R-70, R-80, R-90, C-10, C-25, C-27, C-30, C-35, C-40, C-45, C-51, C-52, C-55, S-2, S-18, or S-20 R-40, R-50, R-60, R-70, R-80, R-90, C-25, C-27, C-30, C-35, C-40, C-45, C-51, C-52, C-55, or S-2	• Does not involve the addition of a dwelling unit and it: (a) Does not require a Building Permit; or (b) Involves only the repair or replacement-in-kind of a roof; or (c) Is certified by the City Planning Department to involve: (i) Only replacement-in-kind of existing building components; or (ii) An increase or decrease in wall area, floor area, or footprint of no more than 10 percent.	**Design Review Exemption (DRX):** • Over-the-counter review by Zoning staff.	• "All exterior treatment matches the existing building" (exterior treatment includes - architectural style, building shape, siding materials, window type, trim and details).
1or 2 residential units on the lot	R-1, R-10, R-20, R-30, R-35, R-40, R-50, R-60, R-70, R-80, R-90, C-10, C-25, C-27, C-30, C-35, C-40, C-45, C-51, C-52, C-55, S-2, or S-20	• An addition of 10% - 20% to a single-family home or duplex; *or* • Construction of a new single-family home or duplex.	**Special Residential Design Review – Checklist (DRC)** • Staff review • No neighbor notice • No appeal	• "Special Residential Design Review Checklist Standards" • *Plus,* any special design review criteria for the respective zones (such as in S-20)
		• An addition of 20% or more to a single-family home or duplex; *or* • Creation of one new detached unit on a lot that has one existing unit; *or* • Development within any one-year period, on five or more lots contiguous or across the street from each other, and submitted by the same owner or designer.	**Special Residential Design Review – Discretionary (DRD)** • Staff review • No neighbor notice • No appeal	• "Special Residential Design Review Discretionary Criteria" • Any special design review criteria for the respective zones (such as in S-20); • *Plus, "Interim* Design Review Manual for 1-2 Unit Residences"
1or 2 residential units on the lot	S-18 overlay *(NOTE: Additions of floor area within an existing building envelope are not considered floor area for purposes of determining some S-18 requirements).*	• An addition of less than 500 square feet to a single-family home or duplex which **does not** involve an upper story or attic, **or** result in a cumulative floor area of 3,500 sq. ft. or more for all residential facilities on lot.	**Special Residential Design Review:** • *(As described above)*	• *(As described above)*
		• An addition of 500 square feet or more to a single-family home or duplex which results in a cumulative floor area of less than 3,500 sq. ft. for all residential facilities on lot; *or* • New construction of a single-family home or duplex with a cumulative floor area of less than 3,500 sq. ft. for all residential facilities on lot; *or* • **An upper-story or attic addition of any size**.	**Mediated Design Review (EDR):** • Notice to abutting neighbors • Applicant must show plans to neighbors • Opportunity for mediation • Limited appeal	• "Special Residential Design Review Checklist Standards and Discretionary Criteria" • *Plus, "Interim* Design Review Manual for 1-2 Unit Residences"
		• New construction of house or duplex 3,500 sq. ft. or more in floor area; • Addition to existing home that results in 3,500 sq. ft. or more of floor area; *or* • New construction or addition when accompanied by a Variance or Conditional Use Permit.	**Regular Design Review (DR):** • Staff review • 300' Notification; 10 days for public to respond • Decision appealable to Planning Commission	• Regular Design Review findings (Sec. 17.136.050); • *Plus, "Interim* Design Review Manual for 1-2 Unit Residences"

ATTACHMENT A

10/20/05

CITY OF OAKLAND: EXISTING RESIDENTIAL DESIGN REVIEW PROCEDURES

Any number of units on lot	R-36, C-5, C-20, C-28, C-31, C-36, S-1, S-3, S-4, S-7, S-8, S-10, S-11, S-13, or S-15 *(Also applies to the S-16 zone if project adds more than 10% to existing floor area or footprint)*	• Any addition or alteration that affects exterior appearance.	**Regular Design Review (DR):** • *(As described above)*	• Regular Design Review findings (Sec. 17.136.050); • Any special design review criteria for the respective zones; *Plus, as applicable:* • *"Interim* Design Review Manual for 1-2 Unit Residences"; OR • "Design Review Criteria for High Density Housing"
3 or more residential units on the lot	R-40, R-50, R-60, R-70, R-80, R-90, C-25, C-27, C-30, C-35, C-40, C-45, C-51, C-52, C-55, or S-2	• New construction of 3 or more units, or • Adding units for a total of 3 or more; or • An addition or alteration to the above that does not conform to exemption criteria.	**Regular Design Review (DR):** • *(As described above)*	• Regular Design Review findings (Sec. 17.136.050), • Any CUP (17.134) findings and/or special design review criteria for the respective zones; • *Plus,* "Design Review Criteria for High Density Housing"
1or 2 residential units on the lot	S-20	• New construction of a single-family home or duplex.	**Regular Design Review (DR):** • *(As described above)*	• Regular Design Review findings (Sec. 17.136.050); • Special design review criteria for the S-20 overlay zone; • *Plus, "Interim* Design Review Manual for 1-2 Unit Residences"
Any number of units on lot	Any residential (R) zone or commercial (C) zone	• New construction or addition when accompanied by a Conditional Use permit; and • New construction or addition when accompanied by certain types* of Variances. ***(NOTE: Many minor variances can be processed with Special Residential Design Review –Checklist [DRC], or Discretionary [DRD]).***	**Regular Design Review (DR):** • *(As described above)*	• Reg. Design Review (17.136), Variance (17.148), and/or CUP (17.134) findings; • Any special design review criteria for the respective zones; *Plus, as applicable:* • *"Interim* Design Review Manual for 1-2 Unit Residences"; OR • "Design Review Criteria for High Density Housing"
Secondary unit	All residential (R) zones; plus C-5, C-10, and C-20 commercial zones	• New construction or addition resulting in a secondary unit (as described in 17.102.360)	**In all residential (R) zones:** • Special Residential Design Review – Checklist (DRC) *for 2ndary units up to 650 sq. ft.* • Minor CUP; and Special Residential Design Review – Checklist (DRC) *for 2ndary units between 650 – 1200 sq. ft.* **In C-5, C-10, and C-20 Zones:** • Minor CUP; and Special Residential Design Review – Checklist (DRC) *for 2ndary units up to 1200 sq. ft.*	• "Special Residential Design Review Checklist Standards" • *Plus:* CUP (17.134) findings when applicable.

RESIDENTIAL DESIGN REVIEW:
REVISED PROCESS CHANGES TO BE CONSIDERED BY THE CITY COUNCIL'S CED COMMITTEE ON 11/08/05

Review Procedures	Project Types	Review Process	Decision Criteria
ZONING CONFORMANCE REVIEW *Projected Processing Time:* 1-5 days*	▪ Projects not requiring a Building Permit. ▪ Exterior changes not involving an addition which visually match the existing building. ▪ Projects <u>not</u> involving the addition of a dwelling unit and involving a floor area or footprint increase of 10% or less.	**ZONING CONFORMANCE REVIEW:** ▪ Zoning will review project plans for conformance with all applicable zoning standards and review criteria. Zoning will then issue decision, usually at counter (or if more consideration required, within 5 days of submittal of a complete application).	▪ The project conforms to all applicable zoning code standards. ▪ All exterior treatments visually match the existing building. *If a proposal does **not** meet the above decision criteria, the applicable review process listed below shall apply:*
SMALL PROJECT DESIGN REVIEW (SDR) *Projected Processing Time:* 1-10 days* * Projected review period <u>after</u> receipt of a compete application.	**Residential Projects of the following Type** *(excluding those requiring Regular Design Review due to the need for a Variance or Conditional Use Permit (CUP), location in the S-7 zone, or involvement of a Designated City Landmark):* ▪ Exterior changes not involving an addition which do <u>not</u> visually match the existing building. ▪ Front yard fences over 42" in height. ▪ Projects <u>not</u> involving the addition of a dwelling unit, and certified by Zoning to involve an increase in floor area or footprint of more than 10%, but less than 100%. <u>**NOTE:** A separate proposal to also change design review thresholds for **commercial, civic, industrial, and mixed-use projects** is currently being developed for future consideration.</u>	**SMALL PROJECT DESIGN REVIEW (SDR):** ▪ Zoning will review project plans for conformance with all applicable zoning standards and review criteria. Zoning will then issue decision, usually at counter (or if more consideration required, within 10 days of submittal of a complete application). **For Small Projects involving residential additions over 500 sq. ft., the following notice procedure will apply:** ▪ Prior to submittal, applicant will notify adjacent neighbors of project utilizing a form provided by the City. Notice will include reduced plans. If requested, Zoning will schedule a meeting with concerned parties. ▪ Zoning decisions will include a completed courtesy notice, and instructions to applicant that notice must be displayed on site for 10 days prior to issuance of Building Permit.	▪ The project conforms to all applicable zoning code standards. <u>Plus, as applicable –</u> ▪ "Design Review Manual for 1- and 2-Unit Residences" (for 1- 2 units) ▪ "Design Review Criteria for High Density Housing" (for 3 or more units) ▪ "Oakland Small Project Design Guidelines" (for Retail, Commercial and Mixed-Use projects) *If a proposal potentially eligible for **Small Project Design Review** does **not** meet the above decision criteria, the **Regular Design Review** process listed below shall apply:*
REGULAR DESIGN REVIEW (DR) *Projected Processing Time:* 63-68 days *(w/ 20-day comment period)*	**Residential Projects of the following Type:** ▪ Projects requiring design review and not meeting the Small Project thresholds and/or review criteria (see above). ▪ Projects located in the S-7 zone or involving a Designated City Landmark, and <u>not</u> meeting criteria for Zoning Conformance Review. ▪ Projects accompanied by a Variance or CUP. ▪ New construction of one unit, second unit, or duplex. ▪ New construction of 3 or more units, or adding unit(s) for a total of 3 or more on site. ▪ Projects <u>not</u> involving the addition of a dwelling unit and certified by Zoning to involve an increase in floor area or footprint of 100% or more.	**REGULAR DESIGN REVIEW (DR):** ▪ Prior to Zoning submittal, applicant will notify adjacent neighbors (as indicated above for SDR). ▪ Once submittal is deemed complete, applicant will be directed by staff to install a large, prepared Notice Poster on site. ▪ In parallel with posting of site, Zoning will mail notice to all property owners within 300' ▪ Public will have 20 days to comment. If requested, Zoning will schedule a meeting with concerned parties. ▪ Zoning will then complete project review in accordance with codes and criteria, and issue a written, appealable decision.	▪ The project conforms to all applicable zoning code standards. <u>Plus, as applicable –</u> ▪ Design Review findings (17.136); ▪ Variance findings (17.148); *and/or* ▪ CUP findings (17.134). ▪ "Design Review Manual for 1- and 2-Unit Residences" (for 1- 2 units). ▪ "Design Review Criteria for High Density Housing" (for 3 or more units).

ATTACHMENT B

DRAFT - 10/11/05

FLOW CHART FOR PROPOSED REVISIONS TO REGULAR DESIGN REVIEW

EXISTING PROCESS

APPLICANT CONTACTS CITY WITH A DEVELOPMENT PROPOSAL: An application for Regular Design Review (DR) is required for projects: **(1)** located in a Regular Design Review zone; **(2)** involving new construction of 3 or more units, or adding unit(s) for a total of 3 or more on site; **(3)** involving a designated City Landmark; **(4)** exceeding certain thresholds in the S-18 and S-20 zones; or **(5)** when accompanied by a Conditional Use Permit and/or certain Variances.

COMPLETENESS DETERMINATION (30 days): Zoning reviews application to assure that all required permit information has been submitted. Applications deemed 'Incomplete' are sent a letter listing the missing information. (Processing of permit ceases until the additional material is submitted).

PUBLIC NOTICE PREPARATION (3-4 days): Once the application is deemed complete, Zoning mails public notice to all property owners within 300 feet, and posts multiple notice flyers (usually on telephone poles) at various locations in the neighborhood surrounding the project area.

PUBLIC COMMENT PERIOD: 10 days

ZONING REVIEW (5-7 days): Zoning reviews application for conformance with zoning standards, permit findings, and any special criteria for the respective zone or use. In some cases, applicant may need to modify design to meet approval criteria; (any required plan revisions will add to processing time).

DECISION ON PROJECT (5-7 days): Zoning issues written decision, which is appealable by any party within 10 days from date of issuance.

CURRENT PROCESSING TIME:
53-58 days

PROPOSED PROCESS

APPLICANT CONTACTS CITY WITH A DEVELOPMENT PROPOSAL:

- Regular Design Review (DR) will be required for: **(1)** Projects located in the S-7 zone or involving a designated City Landmark and not meeting criteria for Zoning Conformance Review; **(2)** Projects involving a CUP or Variance; **(3)** New construction of a single-family home, second unit, or duplex; **(4)** New construction of 3 or more units, or adding unit(s) for as total of 3 or more on site; or **(5)** An increase in floor area or footprint of >100%.
- Prior to submittal, applicant will notify adjacent neighbors of project using form provided by City. Notice will include plans. Staff will require verification of neighbor notice.

COMPLETENESS DETERMINATION (30 days): Zoning will review application to assure that all required permit information has been submitted. Applications deemed 'Incomplete' will be sent a letter listing the missing information. (Processing of permit ceases until the additional material is submitted).

PUBLIC NOTICE PREPARATION (3-4 days): Once the application is deemed complete, Zoning will prepare a large Notice Poster to accurately describe project. Applicant must install and display the poster in a prominent location on site. Once Notice Poster is installed on site, Zoning will mail public notice to all property owners within 300 feet.

PUBLIC COMMENT PERIOD: 20 days**

*** A number of Commissioners indicated support for increasing the comment period to **20 days** at the City Planning Commission's meeting on 6/15/05.*

ZONING REVIEW (5-7 days): Zoning will review application for conformance with zoning standards, permit findings, any special criteria for the respective zone or use, and the new 'Design Review Manual' decision criteria. In some cases, applicant may need to modify design to meet approval criteria; (any required plan revisions will add to processing time). If requested, staff will schedule a meeting with concerned parties. The circumstances justifying a meeting will be specified as part of the Planning and Zoning Division's Administrative Procedures.

DECISION ON PROJECT (5-7 days): Zoning will issue a written decision, which is appealable by any party within 10 days from date of issuance.

PROJECTED PROCESSING TIME:
63-68 days
(with 20-day comment period - *see note above***)

ATTACHMENT C

DRAFT - 10/11/05

FLOW CHART FOR PROPOSED REVISIONS TO SMALL PROJECT DESIGN REVIEW

EXISTING PROCESS

PROJECT TYPES: The current Small Project Design Review procedure is limited to minor changes to existing commercial, civic, or industrial facilities, and the nonresidential portions of mixed-use development projects.

To qualify for Small Project Design Review under current regulations, a project must be subject to Design Review, and limited to the following kinds of work:

- New or modified Signs.
- New or modified Awnings.
- Color changes to buildings, signs, awnings, or other facilities.
- Changes to storefronts or ground-floor facades that do not involve properties determined to be historic.
- Sidewalk café facilities having no more than 5 tables and 15 chairs, and no permanent structures within the public right-of-way.

ZONING REVIEW: Zoning reviews project plans for conformance with all applicable zoning standards, and the existing 'Oakland Small Project Design Guidelines' handbook.

Currently, Zoning may either issue a Small Project decision at counter; or if further review required, take in as case and process within five (5) working days of application being deemed complete.

CURRENT PROCESSING TIME
(*after* receipt of a complete application):
1-7 days

PROPOSED PROCESS

PROJECT TYPES: As currently defined, Small Project Design Review is required for projects involving minor changes to existing commercial, civic, or industrial facilities, and the nonresidential portions of mixed-use development projects*. Under the proposed process, the following **residential project types** would also qualify for Small Project Design Review**:

- Exterior changes which do not visually match the existing building.
- Front and street-side yard fences over 42 inches in height, but not exceeding 6 feet.
- Projects not involving the addition of a dwelling unit and certified by Zoning to involve an increase in floor area or footprint of more than 10%, but less than 100%.

* *A separate proposal to also change design review thresholds for commercial, civic, industrial, and mixed-use projects is currently being developed for future consideration.*

** *Projects exceeding the above scope or involving a Variance, CUP, Designated City Landmark or located in the S-7 zone will require* ***Regular Design Review.***

NOTICE TO NEIGHBORS:
For Small Projects involving residential additions over 500 square feet, the following notice procedure will apply:

- Prior to Zoning submittal, applicant will notify adjacent neighbors of project utilizing a form provided by the City. Notice will include reduced plans. If requested, Zoning will schedule a meeting with concerned parties.
- Zoning decisions will provide applicants with a prepared courtesy notice, and instructions that they must install and display the notice on site for 10 days prior to issuance of Building Permit.

ZONING REVIEW: Zoning will review Small Projects for conformance with all applicable zoning standards and with the following guidelines, as applicable:

- "Design Review Manual for 1- and 2-Unit Residences" (for 1- 2 units)
- "Design Review Criteria for High Density Housing" (for 3 or more units)
- "Oakland Small Project Design Guidelines"

Zoning will usually issue a Small Project decision at counter.

- If further review required, the project will be taken in as a case and processed typically within 10 calendar days of application being deemed complete.

PROJECTED PROCESSING TIME
(*after* receipt of a complete application):
1-10 days

ATTACHMENT D

FLOW CHART FOR PROPOSED REVISIONS TO MEDIATED DESIGN REVIEW (S-18)

EXISTING PROCESS

APPLICANT CONTACTS CITY WITH A DEVELOPMENT PROPOSAL: Zoning determines if S-18 project is either exempt from design review; requires Special Residential Design Review (SRDR); Regular Design Review (DR); or Mediated Design Review (MDR).

IF PROJECT TRIGGERS MDR, APPLICANT FIRST SUBMITS FOR PRE-APPLICATION REVIEW (30-60 days). Zoning provides applicant with written determination of zoning conformance; list of names and addresses of adjacent owners; and forms for obtaining adjacent owner's signatures.

APPLICANT POSTS 'NOTICE OF PROPOSED DEVELOPMENT' AT SITE, and provides plans to neighbors for review and signature.

APPLICANT SUBMITS MDR APPLICATION: Application must include plans with adjacent owners' signatures (or certification of applicant's attempt to obtain signatures), plus photo and copy of posted notice.

COMPLETENESS DET.: Within 30 days of submittal

PUBLIC NOTICE PREPARATION (3-4 days): Once application is deemed complete, Zoning mails notice to all owners within 300 feet, posts notices in area, and notifies neighbors of right to request mediation.

PUBLIC COMMENT PERIOD: 10 days

If NO mediation requests are received, Zoning will complete review of application.

If mediation requested, parties have 30 days to complete, but may extend.

ZONING REVIEW (5-7 days): Zoning reviews application for conformance with zoning standards; SRDR criteria; any mediated agreements; and guidelines for view, privacy, solar access, and bulk.

DECISION ON PROJECT (5-7 days): Zoning issues written decision, which is appealable **only** if one party refused to mediate and other party appeals; or mediation occurred, but agreed-to design must be changed to meet zoning standards.

CURRENT PROCESSING TIME:
83-118 days (with no mediation) *or* 113-148 days (with mediation)

PROPOSED PROCESS

ELIMINATE THE EXISTING "MEDIATED DESIGN REVIEW" PROGRAM IN THE S-18 ZONE, AND REPLACE WITH NEW CITYWIDE THRESHOLDS FOR "SMALL PROJECT DESIGN REVIEW" AND "REGULAR DESIGN REVIEW".

See Regular Design Review process outlined in attached:
"Flowchart for Proposed Revisions to Regular Design Review"

See Small Project Design Review process outline in attached:
"Flowchart for Proposed Revisions to Small Project Design Review"

ATTACHMENT E

FLOW CHART FOR PROPOSED REVISIONS TO SPECIAL RESIDENTIAL DESIGN REVIEW (SRDR)

EXISTING PROCESS

APPLICANT CONTACTS CITY WITH A DEVELOPMENT PROPOSAL. An application for *either Special Residential Design Review – Checklist (DRC)*, or Special Residential Design Review – Discretionary (DRD) is required for all 1- or 2-unit projects exceeding the Design Review Exemption (DRX) thresholds, and **not** involving any of the following:
(1) A Conditional Use Permit;
(2) Certain types of Variances;
(3) Any S-18 project requiring Mediated Design Review; and
(4) Any zone or project requiring Regular Design Review, including Designated City Landmarks.

COMPLETENESS DETERMINATION (30 days): Zoning reviews application to assure that all required permit information has been submitted. Applications deemed 'Incomplete' are sent letter listing missing information, and processing of permit ceases until the additional material is submitted.

ZONING REVIEW (7-10 days): Zoning reviews application for conformance with zoning standards, plus permit findings and/or checklist. In some cases, applicant may need to modify design to meet approval criteria; (any required plan revisions will add to processing time).

DECISION ON PROJECT (3-4 days): Zoning completes plan review, and issues a written final decision.

CURRENT PROCESSING TIME:
40-44 days

PROPOSED PROCESS

ELIMINATE THE EXISTING "SPECIAL RESIDENTIAL DESIGN REVIEW" PROGRAM, AND REPLACE WITH NEW CITYWIDE THRESHOLDS FOR "SMALL PROJECT DESIGN REVIEW" AND "REGULAR DESIGN REVIEW".

See Regular Design Review process outlined in attached:
"Flowchart for Proposed Revisions to Regular Design Review"

See Small Project Design Review process outline in attached:
"Flowchart for Proposed Revisions to Small Project Design Review"

ATTACHMENT F

City of Oakland

Interim Design Review Manual for One- and Two-Unit Residences

Adopted by the Oakland City Planning Commission on 6/15/05

ATTACHMENT G

City of Oakland
Interim Design Review Manual for One- and Two-Unit Residences

Adopted By
City Planning Commission on 6/15/05

CONTENTS

Purpose and Intent

The Design Review Manual for One- and Two-Unit Residences complements existing zoning regulations and the residential design review procedures of the Oakland Planning Code.

The Design Review Manual provides certainty and predictability in the design review process through the establishment of uniform Citywide decision-making criteria for all one- and two-unit projects subject to design review. The Manual serves as the basis for design review approval findings by City staff and, when necessary, the City Planning Commission and the City Council. The Manual is intended to be specific enough to guide development, while at the same time *flexible enough to not preclude creative design solutions.*

Design review objectives are: (1) to create safe, attractive and stable neighborhoods; (2) maintain property values; (3) provide attractive and highly livable housing that meets the needs of all Oakland residents; and (4) safeguard the City's architectural heritage.

Through the Design Review Manual, the City encourages residential designs that are sensitive to natural conditions and conserve, protect and enhance the unique character of Oakland neighborhoods. Emphasis is placed on the following design features: harmonious relationships between the proposal and existing conditions; the provision and maintenance of usable open space; effective orientation to sun and other elements; and efficiency of land use.

Oakland has many neighborhood environments that vary in landforms, vegetation, development patterns and development densities. Much of the Upper Hill Area is characterized by open canyons, steep natural landforms, native and other naturalistic vegetation, large lots and narrow winding roads. The Lower Hill Area is characterized by smaller hills of varied steepness, natural and ornamental vegetation and more urban development patterns and densities. The flatland areas are mostly characterized by grid street systems and ornamental rather than naturalistic vegetation.

In between these areas are transitional neighborhoods, such as parts of Montclair, which share aspects of both natural and urban settings and are often considered rustic or informal. The Manual seeks to promote design solutions that recognize and are compatible with these different environments.

The Manual provides project sponsors, neighbors and the general public with clear documentation of the City's design objectives and expectations. Toward this end, the Manual presents design approaches which, if followed, will offer project sponsors a high level of certainty through the design review process, assuming their *projects conform to all other applicable City standards.*

How to Use the Manual's Design Review Criteria and Guidelines

The Design Review Manual consists of both *Criteria* and *Guidelines.* The Criteria set forth the overall policy which is then expressed more specifically in the Guidelines.

To be granted design review approval, a project must conform to all of the applicable Criteria. The Guidelines that follow each Criterion provide methods to interpret and help meet that Criterion.

The City recognizes the Manual cannot anticipate all acceptable solutions to a particular design problem. Therefore, the Guidelines are intended to encourage a variety of good design solutions and are not intended to dictate particular design methods. Methods other than those set forth in the Guidelines may often be appropriate. Strict conformity with the Guidelines may therefore not be necessary *as long as the City determines that the relevant Criteria are met.* Such determinations may require additional time to review the application.

Design Review Approval Criteria

The following are the Design Review Manual's approval criteria. In order to be approved, a project must conform with all of the applicable criteria:

CRITERION 1: VIEWS

☐YES/ NO ☐ A project shall make a reasonable effort to maintain the most significant views from primary living spaces of existing residences on lots in close proximity to the project site. View protection is considered for views that are located within view corridors, subject to view protection limitations.

(Refer to Guidelines 1.1- 1.4 for methods to help meet the 'Views' criterion).

CRITERION 2: SOLAR ACCESS

☐YES/ NO ☐ A project shall make a reasonable effort to minimize solar access impacts on actively used outdoor or indoor areas of abutting residential properties.

(Refer to Guidelines 2.1- 2.3 for methods to help meet the 'Solar Access' criterion).

CRITERION 3: PRIVACY

☐YES/ NO ☐ A project shall make a reasonable effort to minimize privacy impacts from upper-level decks or windows on primary living spaces of residential lots abutting the SIDES OR REAR of the project site.

☐YES/ NO ☐ The project shall be designed to minimize privacy impacts ON THE PROJECT from neighboring properties.

(Refer to Guidelines 3.1- 3.3 for methods to help meet the 'Privacy' criterion).

CRITERION 4: SITE DESIGN

☐YES/ NO ☐ The building or addition shall be sited in a manner that is compatible with adjacent properties and any existing site features, respects the configuration and natural amenities of the lot, and maintains or promotes useable open space.

☐YES/ NO ☐ Stairways, accessways, and corridors shall be designed to ensure the privacy and security of residents without adversely affecting the residential amenity of adjacent properties.

☐YES/ NO ☐ The primary pedestrian entrances shall be identifiable from the street; and, where desirable, pedestrian entry paths shall be distinct and separate elements from parking pads and driveways.

☐YES/ NO ☐ Outdoor spaces shall be an integral part of the overall design (distinct spaces and/or landscaped zones rather than left-over spaces).

☐YES/ NO ☐ On hillsides, open spaces shall reinforce natural landforms (especially in canyon areas), provide for visual openness between houses and include livable outdoor areas such as courts, yards or terraces at or near grade.

(Refer to Guidelines 4.1- 4.8 for methods to help meet the 'Site Design' criterion).

CRITERION 5: BUILDING DESIGN

☐YES/ NO ☐ Each building shall have an architectural composition of forms that are well related to one another and the site in proportion, scale, geometry and style.

☐YES/ NO ☐ Building elevations (walls, windows, roof/eave lines etc.) shall be composed in an ordered, unified and consistent manner that reinforces the design's basic composition, style and massing while providing visual interest.

☐YES/ NO ☐ *Complement neighborhood scale, development* patterns and orientation of structures and not disrupt neighborhood appearance.

☐YES/ NO ☐ The principal entryway shall be visually prominent and located either on the front elevation or on the front portion of a side elevation.

☐YES/ NO ☐ Parking entrances and garages shall be integrated into the overall design so that they are not dominant features of facades.

☐YES/ NO ☐ Detailing and use of materials shall enhance the design's appearance and reinforce the architectural composition and style.

☐YES/ NO ☐ For additions and alterations, the scale, bulk, and massing shall be compatible with, but not necessarily identical to, the existing residence. Any new materials shall be integrated into the overall design even if they are not necessarily identical or similar to existing exterior treatments.

(Refer to Guidelines 5.1- 5.11 for methods to help meet the 'Building Design' criterion).

CRITERION 6: BULK- ALL PROJECTS

☐YES/ NO ☐ The project shall manage mass, scale and composition, including materials and detailing, to minimize the building's actual and perceived bulk.

(Refer to Guidelines 6.1- 6.11 for methods to help meet the 'Bulk- All Projects' criterion).

CRITERION 7: BULK: SPECIAL METHODS FOR HILLSIDES

☐YES/ NO ☐ Hillside projects shall use methods that blend with the hillside setting and minimize the building's prominence.

☐YES/ NO ☐ On sloped sites, minimize perceived bulk when viewed along with neighboring structures from the downslope side.

(Refer to Guidelines 7.1- 7.9 for methods to help meet the 'Bulk: Special Methods for Hillsides' criterion).

CRITERION 8: NEIGHBORHOOD COMPATIBILITY (CONTEXT)

☐YES/ NO ☐ New construction within 40 feet of a front lot line shall relate well to any strong, positive visual patterns, or "contexts" presented by neighboring buildings within the context area. These visual patterns shall include those created by: (i) roof forms and pitch; *(ii) principle entryway treatment;* (iii) front setback; (iv) surface materials; (v) windows and openings; (vi) architectural detailing; and (vii) front yard landscaping (see Figure 8-1).

The "context area" consists of the five lots on each side of the project site and the ten closest lots across the street (see Figure 8-2).

This criterion shall apply only if the slope of the project site is 20 percent or less and one of the following situations exists:

a. Within 1,000 feet of the project site, there is a grid system of multiple streets, or the system of streets forms a pattern of a nearly rectilinear grid or the intersection of more than one grid; or

b. At least 75% of the sites (including vacant lots) within 300 feet of and on the same street as the project site are 4,000 square feet or less in area.

This criterion does not apply if there are fewer than 10 houses in the context area.

(Refer to Guidelines 8.1- 8.7 for methods to help meet the 'Neighborhood Compatibility' criterion).

CRITERION 9: SITE ACCESS AND PARKING

☐YES/ NO ☐ Parking areas, garages, driveways and other parking provisions shall be sited to minimize their visual impact on the street and shall be subordinated to the house, landscape and pedestrian entrance.

☐YES/ NO ☐ Where physically feasible, unenclosed parking spaces shall be visually screened from the street and other significant vantage points.

☐YES/ NO ☐ Visible portions of the driveway shall minimize the use of paving, and use natural or decorative materials and designs.

☐YES/ NO ☐ *Garages shall be architecturally consistent with the* residence and enhance the main building's streetscape appearance.

(Refer to Guidelines 9.1- 9.7 for methods to help meet the 'Site Access and Parking' criterion).

CRITERION 10: LANDSCAPING

☐YES/ NO ☐ The proposed landscaping shall complement the building design and the use of open spaces and yards, and provide visual interest and spatial definition to outdoor spaces and visual relief from building masses.

☐YES/ NO ☐ Landscape areas shall be provided wherever possible along property lines and the base of buildings to soften edges.

☐YES/ NO ☐ Fences, retaining walls, exterior stairs, other minor structures and site paving (hardscape) shall be consistent with the building architecture and landscaping and be sensitive to adjacent property conditions and public views.

☐YES/ NO ☐ Street-fronting yards shall be designed to highlight the pedestrian entry.

☐YES/ NO ☐ Water conservation shall be considered in the selection of plant material and irrigation systems.

☐YES/ NO ☐ Fire resistant vegetation shall be used in hill areas. (The booklet "Firescape – Landscaping to Reduce Fire Hazard" published by the East Bay Municipal Utility District is available at the Zoning Counter.)

(Refer to Guidelines 10.1- 10.15 for methods to help meet the 'Landscaping' criterion).

CRITERION 11: STREET-FRONTING FENCES AND FREESTANDING WALLS

Note: *Criterion 11 applies only to street-fronting fences/walls that: (a) are taller than 42" and require a Conditional Use Permit; or (b) are part of a landscape plan requiring City approval.*

☐YES/ NO ☐ Street fronting fences and freestanding walls shall not be overly dominant within the streetscape and shall relate well to buildings, landscaping and other streetscape design features.

☐YES/ NO ☐ Fences and freestanding walls within front yards and the front portions of street side yards on corner lots shall complement the architectural style of the adjacent residence.

"Front portions of street side yards" refers to the portions of street side yards adjacent to the main residence and does not refer to portions at the rear of the main residence.

(Refer to Guidelines 11.1- 11.12 for methods to help meet the 'Street Fronting Fences and Freestandng Walls' criterion).

CRITERION 12: S-10 SCENIC ROUTE COMBINING ZONE

Note: *Criterion 12 applies only to projects in the S-10 Scenic Route Combining Zone that require Design Review and/or a Conditional Use Permit.*

☐YES/ NO ☐ Project design in the S-10 Scenic Route Combining Zone shall be aimed at achieving an atmosphere of harmony with nature. The following design considerations shall be given special attention:

1. Materials and architectural appointments;
2. Colors;
3. Landscaping;
4. Building mass and siting.

(Refer to Guidelines 12.1- 12.5 for methods to help meet the 'S-10 Scenic Combining Zone' criterion).

Criterion 1: View Impacts on Neighboring Properties

CRITERION 1: VIEWS

A project shall make a reasonable effort to maintain the most significant views from primary living spaces of existing residences on lots in close proximity to the project site. View protection is considered for views that are located within view corridors, subject to view protection limitations.

GUIDELINES:

1.1 DEFINITIONS

A. *"Significant views"* are distant views of the following scenic sites, in order of priority:

1. Golden Gate Bridge, Bay Bridge, other bridges, downtown Oakland or San Francisco skyline;
2. A large portion of San Francisco Bay and/or San Pablo Bay;
3. A panoramic view of a major natural feature, such as the Oakland/Piedmont/Berkeley Hills, a large open hillside, Mount Tamalpais, Mount Diablo, Lake Merritt, etc.;
4. A prominent structural landmark, such as U.C. Berkeley Campanile, Mormon Temple, etc.

B. *"Primary Living Spaces"* include, in order of priority:

1. Main living room or family room;
2. Master bedroom;
3. View-oriented deck or patio;
4. Dining area or kitchen; or
5. If none of above, another bedroom having the only significant view.

C. *"View Corridors"* are sight lines from "primary living spaces" (1.1B) to "significant views" (1.1A) extending outward from the following designated viewpoints:

1. Rear elevations on down-slope lots at least one level (about 10 feet) above adjacent grade;
2. Front elevations on up-slope lots at least one level (about 10 feet) above the street pavement;
3. The front and rear 15 feet of upper level side-facing elevations, but only on cross-slope lots steeper than 20% and a change in elevation between abutting residences of at least 10 feet (about one story).

(See Figure 1.1C)

1.2 VIEW IMPACT EVALUATION

A. View protection will be considered for all existing residences abutting the project site or directly across the street (see Figure 1.2). View protection will also be considered for residences on lots within 300' of the project site in cases where the potential view impact is called to the City's attention.
B. For purposes of the Manual, a "view impact" relates only to the potential view obstruction resulting from additions, alterations and/or new construction of one- and two-unit residences, and not from trees or other vegetation.
B. If a significant view is wide angle or panoramic, then an obstruction of ten (10) degrees or more would usually be considered a view impact. If the view is instead toward a single object, such as the Golden Gate Bridge, then any level of obstruction may be considered a view impact.
C. Sight lines toward a significant view begin at seated eye level (4' above floor level). Proposed roof lines should be a minimum of 2 feet below eye level but may need to be lower if significant distance separates the project and impacted building, due to the downward angle of views.
D. Where more than one neighboring property has a view corridor over the project site, view protection priority will be given to the closer property(ies).
E. Where a neighboring property has more than one view corridor over the project site, priority will be given to protecting the best available view as determined by the guidelines.
F. Story poles may be required, at staff's discretion, to adequately evaluate potential impacts on views.

1.3 VIEW PROTECTION LIMITATIONS-- REASONABLE EFFORTS

View protection techniques as described in guideline 1.4 below are typically *not* required if any of the following apply:

A. The project maintains the best views from neighboring properties but other views are reduced or blocked, or
B. View protection techniques would result in lesser or lower quality views for the project than neighboring properties, or
C. View protection techniques would result in a house significantly smaller in floor area or height than neighboring residences on similar lots, or a house less than two stories in height (except for small portions that may need to be limited to one story to preserve a view), or
D. View protection techniques would require reducing the project's height more than 20 percent below the Zoning Regulation's height limits (without a Variance or Conditional Use Permit) and/or reducing the buildable area as defined by the front, side or rear setbacks more than 20 percent.

1.4 VIEW PROTECTION TECHNIQUES

On the following pages are common design techniques affecting a home's height, siting, massing, or depth in order to maintain views from neighboring properties. These techniques should be used at the early stages of design.

Where a significant view is impacted by a proposed design, one or more of the following techniques may be required for mitigation:

FIGURE 1.1: PROPERTIES ELIGIBLE FOR VIEW PROTECTION

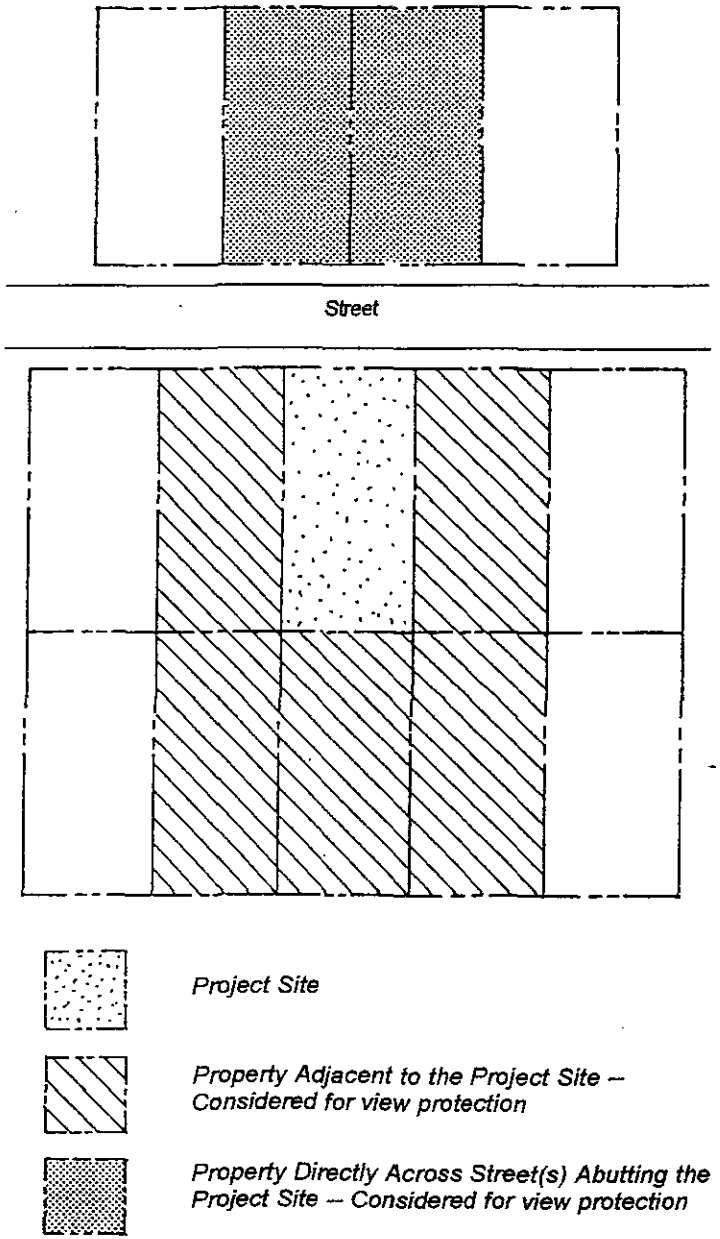
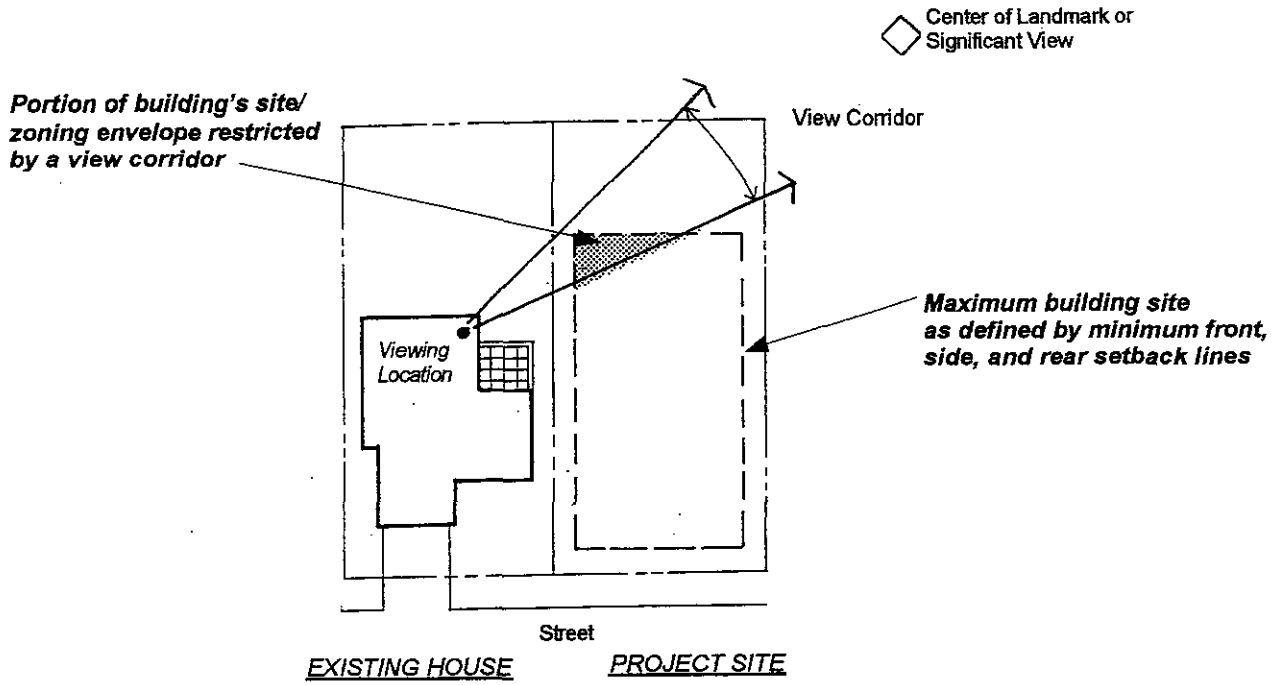
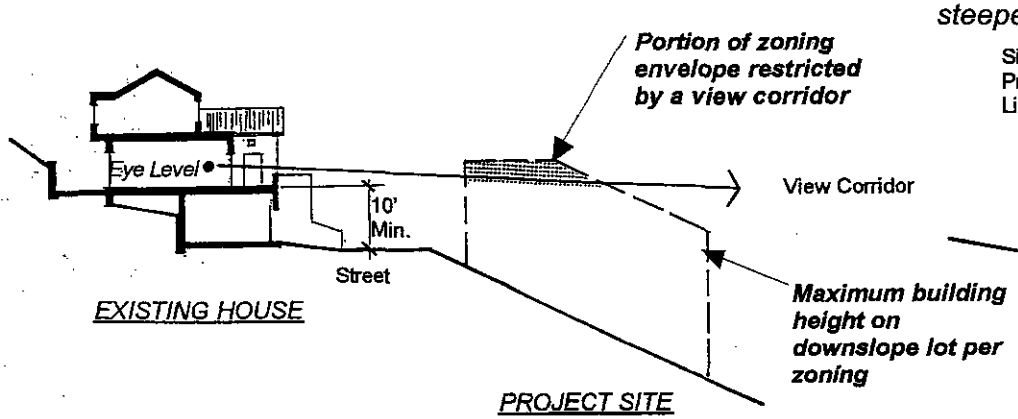


FIGURE 1.1C: VIEW CORRIDORS (PAGE 1 OF 1)

View Corridor 1 -- Rear elevation of building on downslope lot



View Corridor 2 -- Front portion of building on upslope lot



View Corridor 3 -- Upper level side elevation on cross slope lots steeper than 20 percent

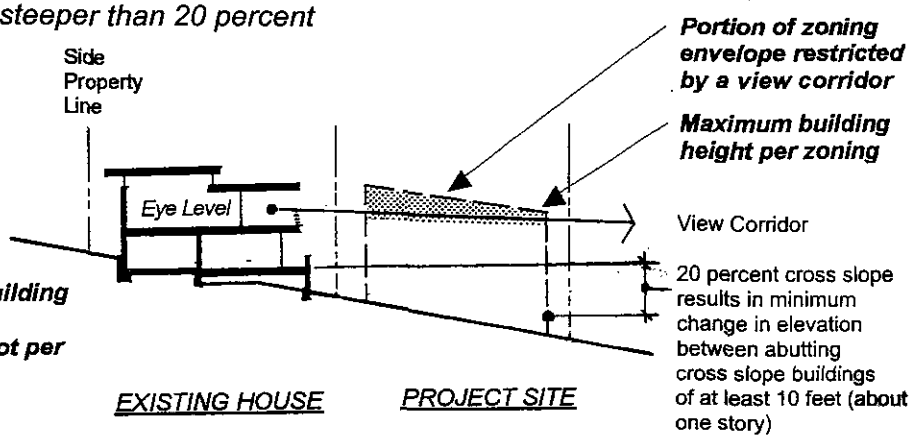
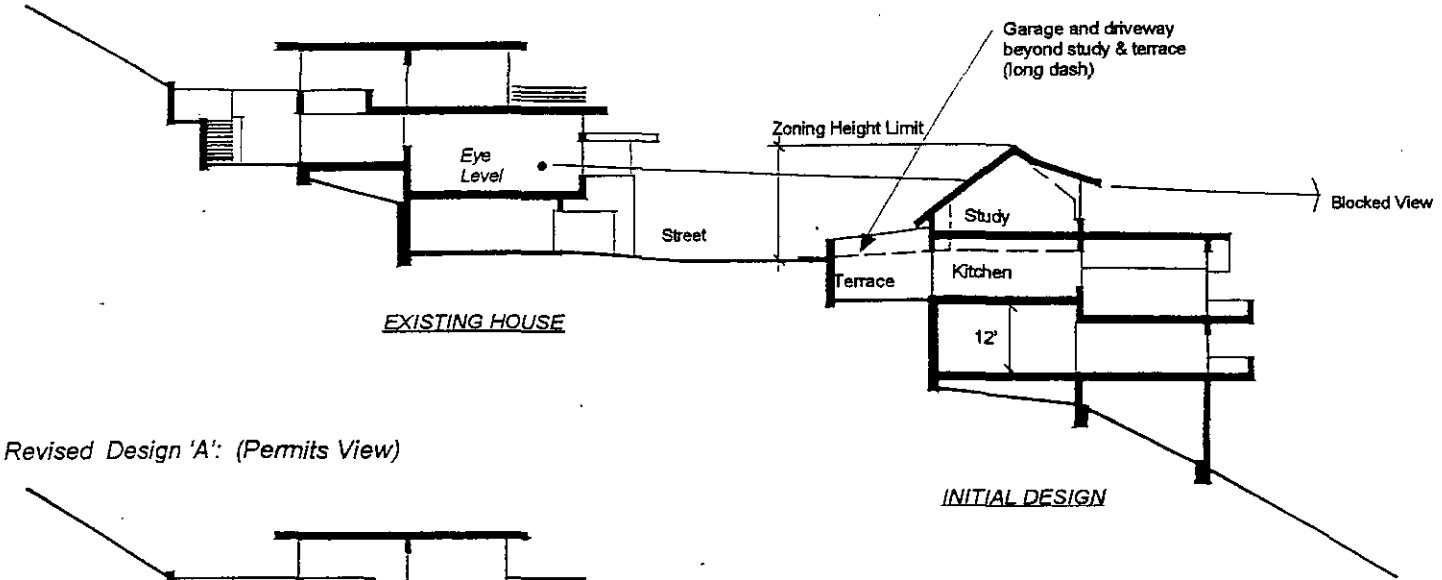
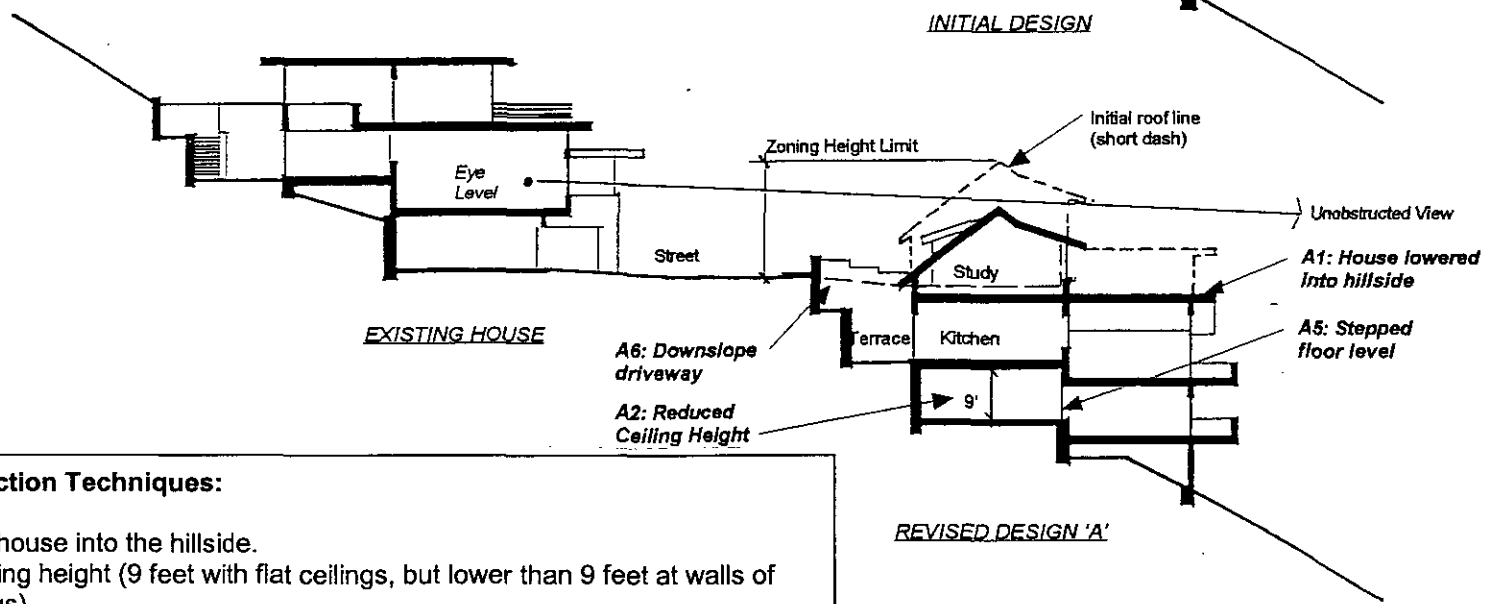


FIGURE 1.4A: HEIGHT REDUCTION TECHNIQUES (Page 1 of 2)

Initial Design: (Blocks View)



Revised Design 'A': (Permits View)



1.4A Height Reduction Techniques:

1. Lowering the house into the hillside.
2. Reducing ceiling height (9 feet with flat ceilings, but lower than 9 feet at walls of vaulted ceilings).
3. Reducing roof pitches.
4. Relocating upper floor space to an existing or new lower level.
5. Using split-level floor plans
6. Sloping driveways down from the street on downslope lots.

FIGURE 1.4A: HEIGHT REDUCTION TECHNIQUES (Page 2 of 2)

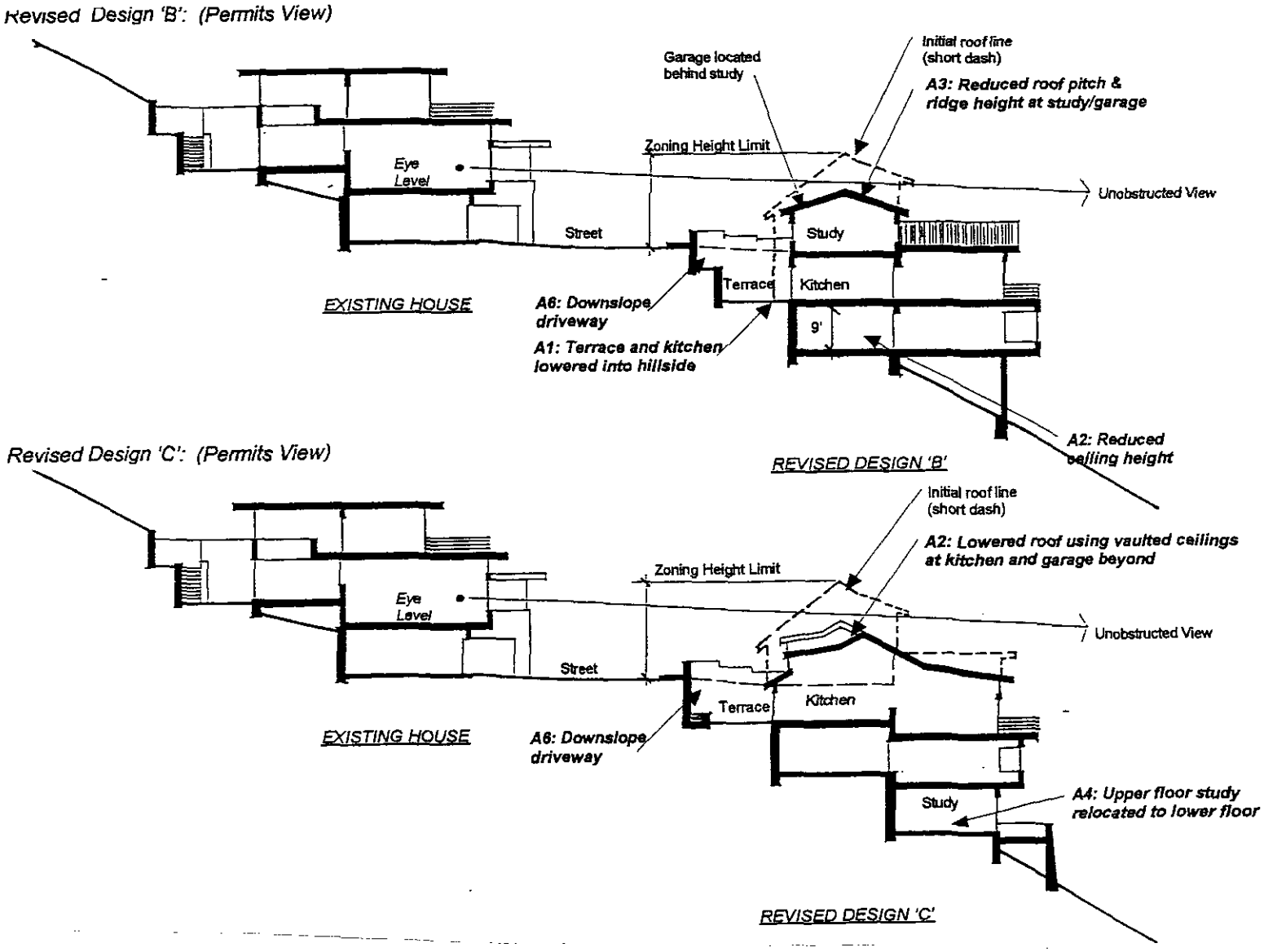
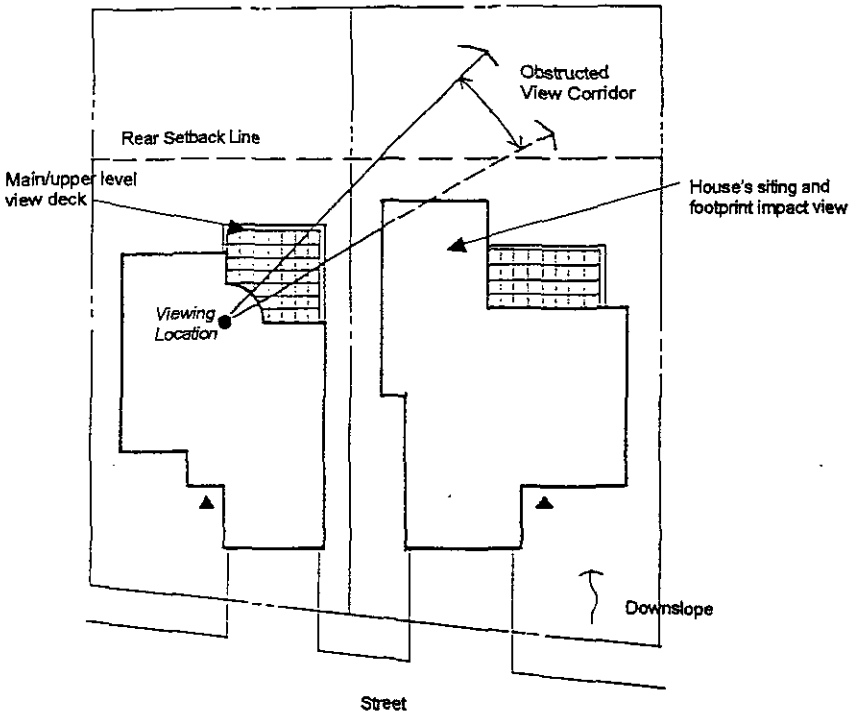


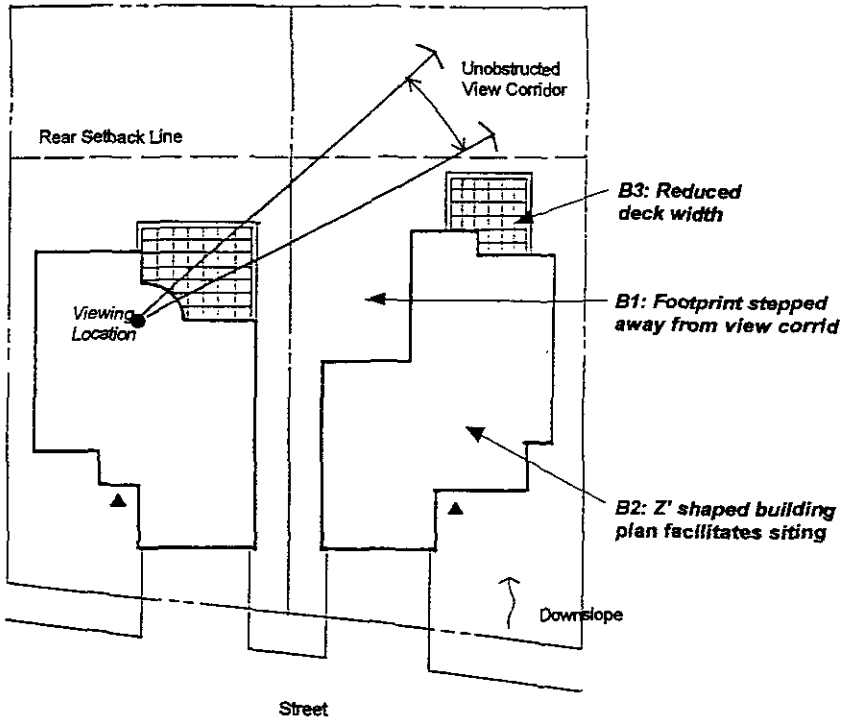
FIGURE 1.4B: SITING TECHNIQUES (Page 1 of 2)
(Downslope lot example)

Initial Design: (Blocks View)



EXISTING HOUSE *INITIAL DESIGN*

Revised Design: (Permits View)



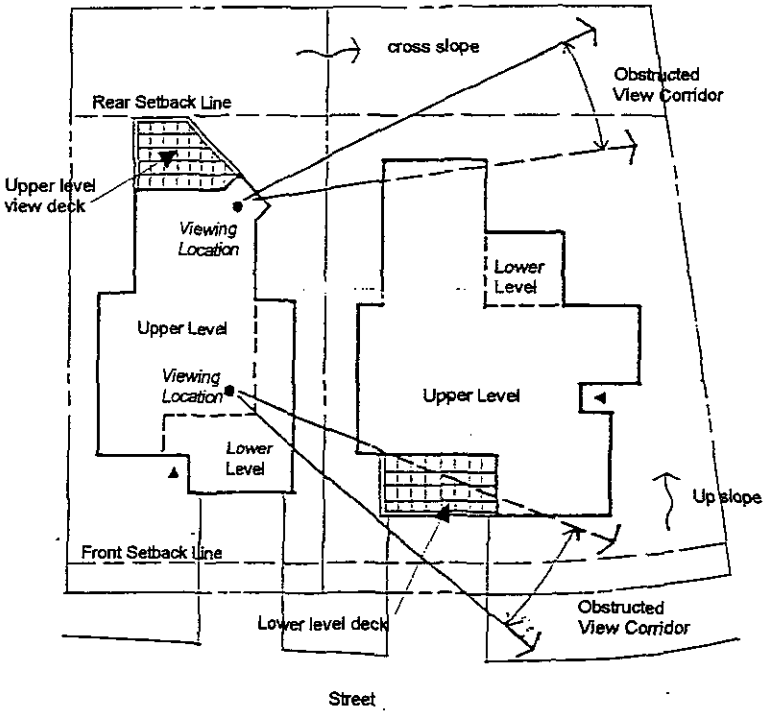
EXISTING HOUSE *REVISED DESIGN*

1.4B Siting Techniques:

1. Stepping, angling, shifting, or rotating the building's footprint or upper levels away from the view corridor.
2. Using an irregular-shaped footprint configuration, such as "L", "Z", "T" or wedge shape instead of a rectangular footprint.
3. Reducing the width or depth of a floor level, room, or deck.
4. Using a courtyard or similar gap in the house to create a view corridor.

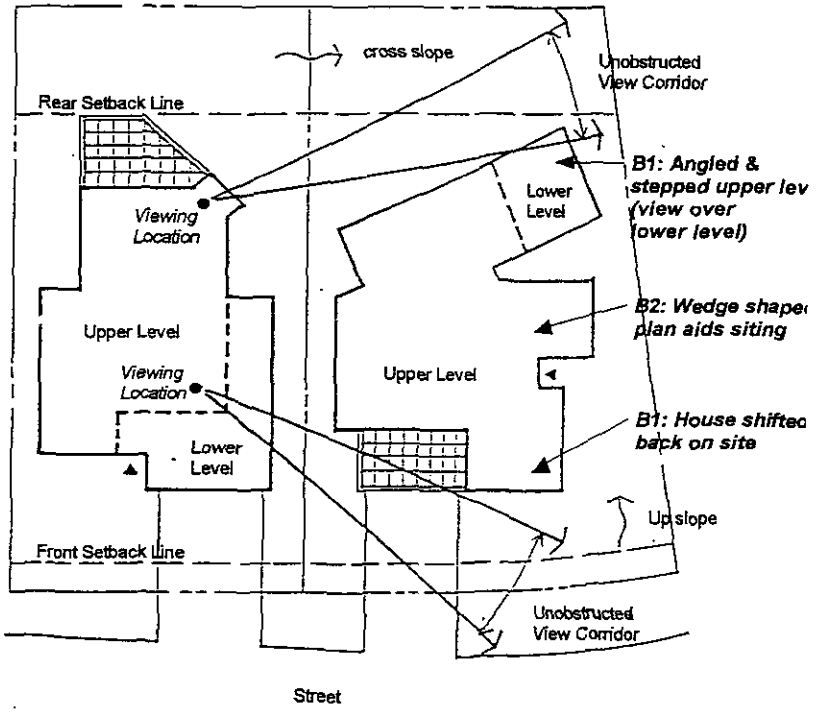
FIGURE 1.4B: SITING TECHNIQUES (Page 2 of 2)
(Irregularly sloped lot example)

Initial Design: (Blocks View)



EXISTING HOUSE *INITIAL DESIGN*

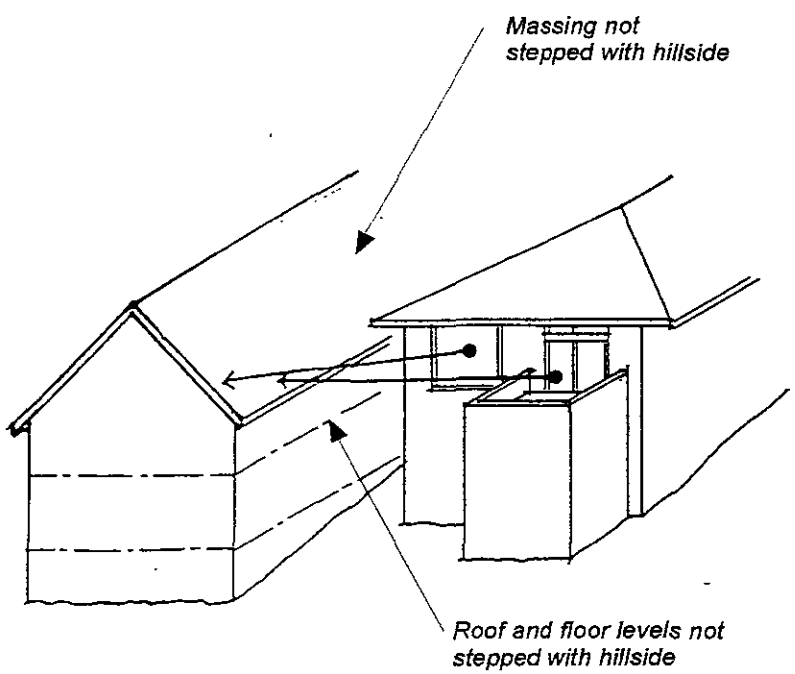
Revised Design: (Permits View)



EXISTING HOUSE *REVISED DESIGN*

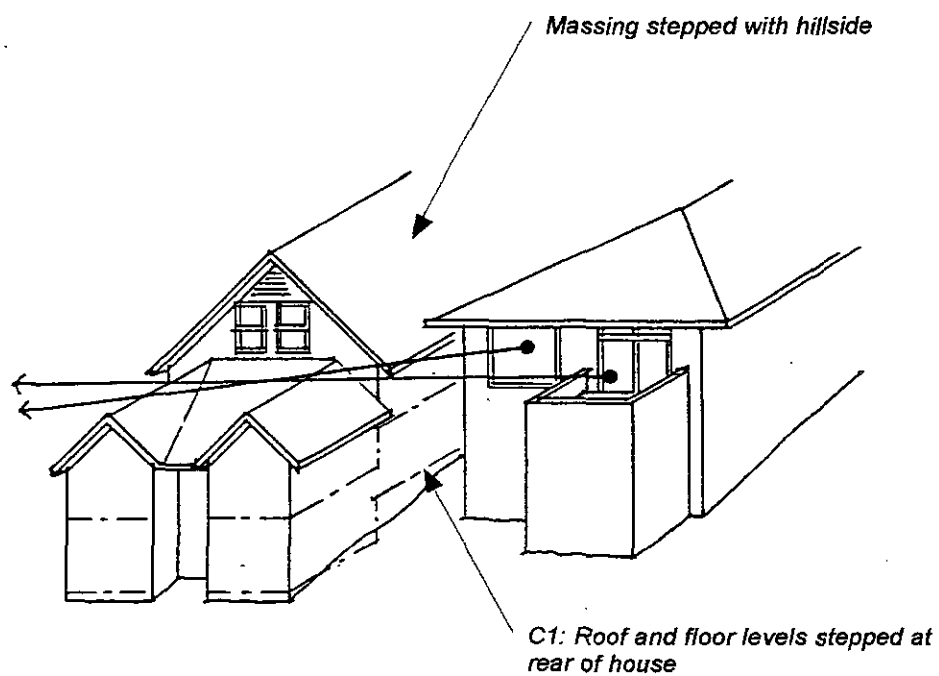
FIGURE 1.4C: MASSING TECHNIQUES (Page 1 of 2)

Initial Design: (Blocks View)



INITIAL DESIGN *EXISTING HOUSE*

Revised Design: (Permits View)



REVISED DESIGN *EXISTING HOUSE*

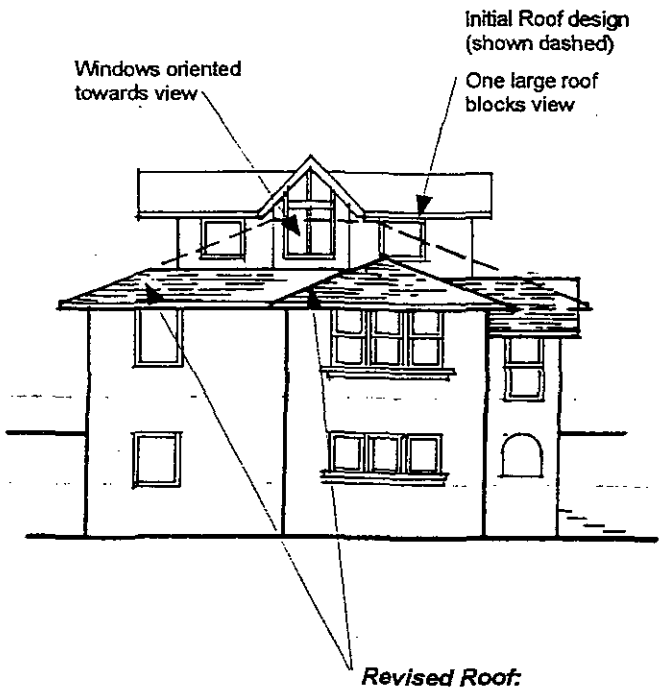
1.4C Massing Techniques:

1. Stepping roof volumes with the hillside and away from views.
2. Using smaller roof forms fitted to room widths rather than larger forms fitted to building widths.
3. Using dormers or similar devices to reduce building volume within view corridors.
4. Altering roof forms (e.g. gable to hip roof) or reorienting ridge lines.
5. Carefully locating and limiting the size of chimneys, tower forms, or similar elements.

FIGURE 1.4C: MASSING TECHNIQUES (PAGE 2 OF 2)

C2: Fitting roof forms to room widths, rather than building widths:

EXISTING HOUSE: (Shown Behind)

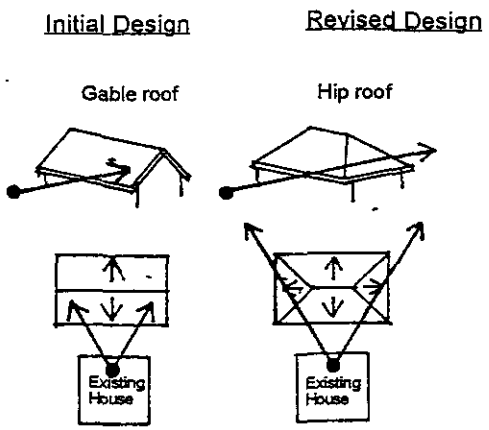


Revised Roof:

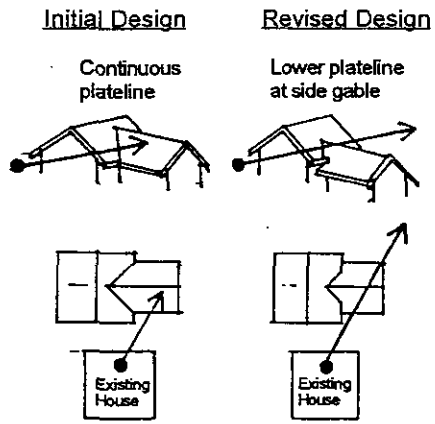
C2: Room-sized roofs minimize view blockage

PROPOSED HOUSE: (Shown in Front)

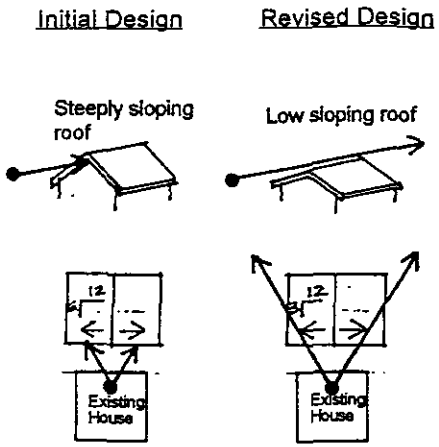
C4: Revising roof forms:



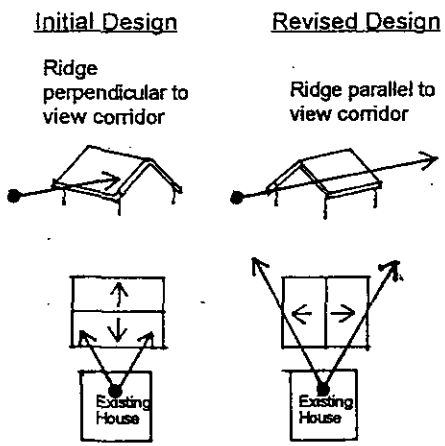
a) CHANGE ROOF FORM



b) LOWER PLATELINE

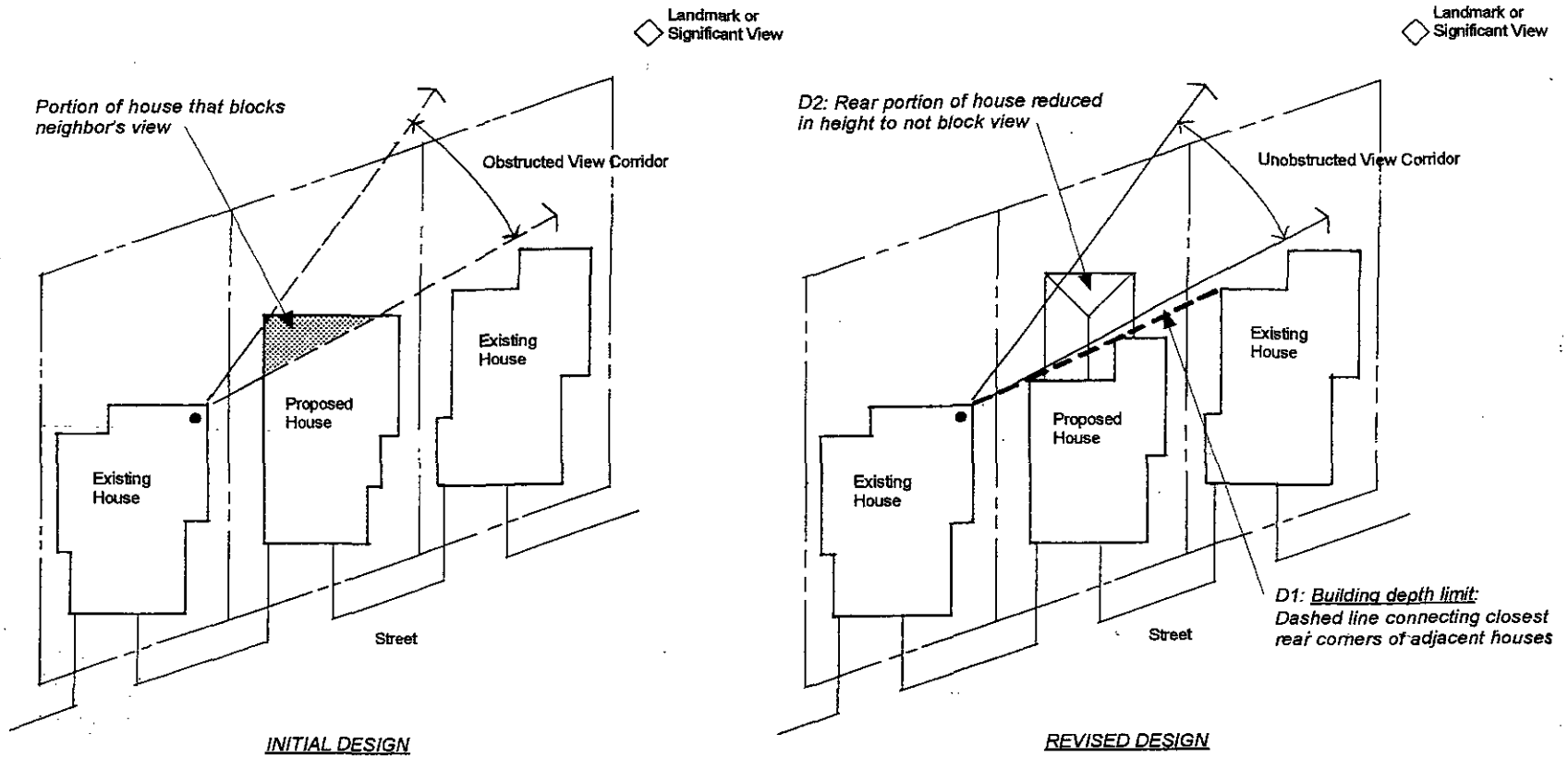


c) LOWER ROOF SLOPE



d) REORIENT RIDGELINE

FIGURE 1.4D: BUILDING DEPTH LIMIT TECHNIQUE (Page 1 of 1)



1.4D Building Depth Limit Technique:

1. Where other measures cannot maintain a view corridor and a reduced building depth would preserve the corridor, the portion of the project that impacts views should not extend beyond a line connecting the closest rear corners (including decks and similar projections) of the adjacent residences on each side of the project site.
2. The building depth limit will be considered **only** for the portions of the project that impact view corridors. The building depth limit is not intended to limit a one-story room or deck projection placed close to ground level that does not impact views from adjacent houses.
3. If there is only one adjacent residence because the project site is a corner lot or next to a vacant lot, the building depth limit will be the line connecting the adjacent building's closest rear corner and perpendicular to the side lot line.
   If there are no buildings on adjacent lots, the building depth limit does not apply.
4. Application of the building depth limit technique to its full extent may not be appropriate where there are unusual street configurations (especially at sharp turns) or where adjacent houses have very shallow building depths. A very shallow building depth is considered to be less than 35' as measured from the front setback line to the building's rear wall.

CRITERION 2: SOLAR ACCESS

A project shall make a reasonable effort to minimize solar access impacts on actively used outdoor or indoor areas of abutting residential properties.

GUIDELINES:

2.1 DEFINITIONS

A. An *"actively used outdoor area"* is a gathering space with a seating area, a sunning area, a pool/fountain, planters, or other similar amenities.

B. An *"actively used indoor area"* is a room typically used for entertainment functions, such as living rooms, dining rooms, kitchens, family rooms, etc. They exclude bedrooms and bathrooms.

C. A *"solar access impact"* exists when more than 50% of an "actively used indoor area's" exterior walls facing the project or when more than 50% of an "actively used outdoor area" ~~is~~ are either:

i. In shadow created by the project structure as determined by a shadow study for the spring/fall equinox during at least two of the following three times of day: 9:00 a.m., Noon, and 3:00 p.m. (See Figure 2.1.)

OR

ii. Beneath an inclined plane extending downwards at a 45 degree angle from the top of the proposed structure's northeast to northwest facing sides and roofs. (See Figure 2.2.)

When available from either the project sponsor or other interested party and determined to be accurate by City staff, method "i" above will be used; otherwise method "ii" will be used.

Note: Method (i) uses the hours between 9 a.m. and 3 p.m. because this period has the greatest solar gain.

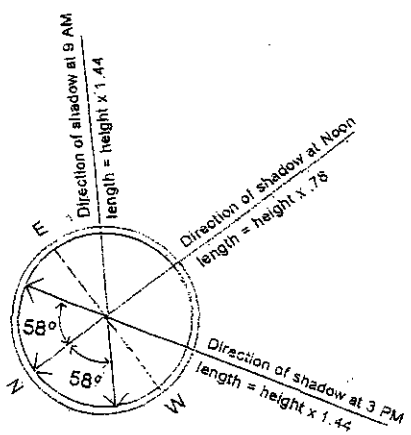
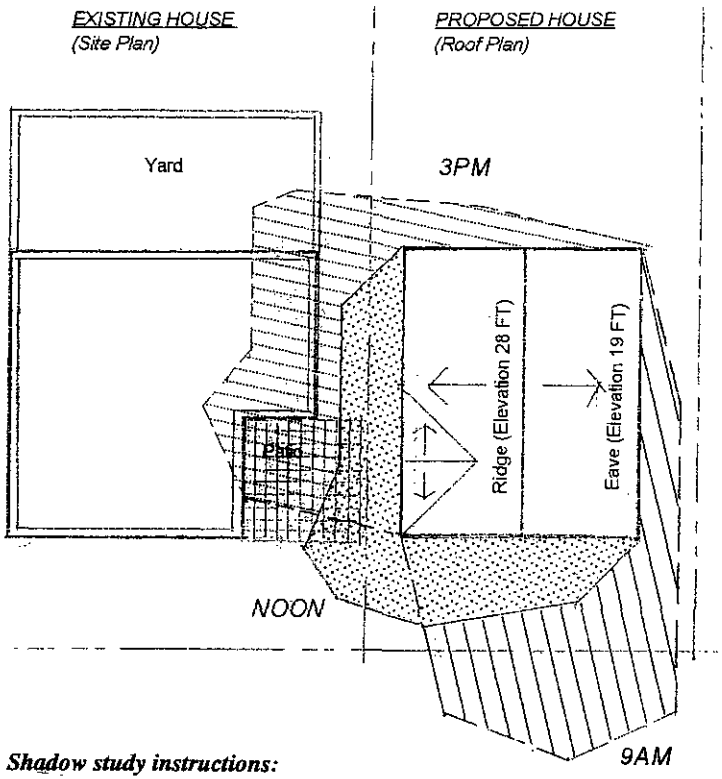


FIGURE 2.1: SHADOW STUDY ILLUSTRATION

Example of Shadow Study



Shadow study instructions:

1) Draw roof plan of proposed house & footprint of adjacent house. Indicate height of proposed ridges and eaves, and of neighbor's decks and/or patios. Draw a north arrow.

2) Draw lines from ridges and eaves in a direction 58 degrees to the right of north (for shadows at 9 a.m.).

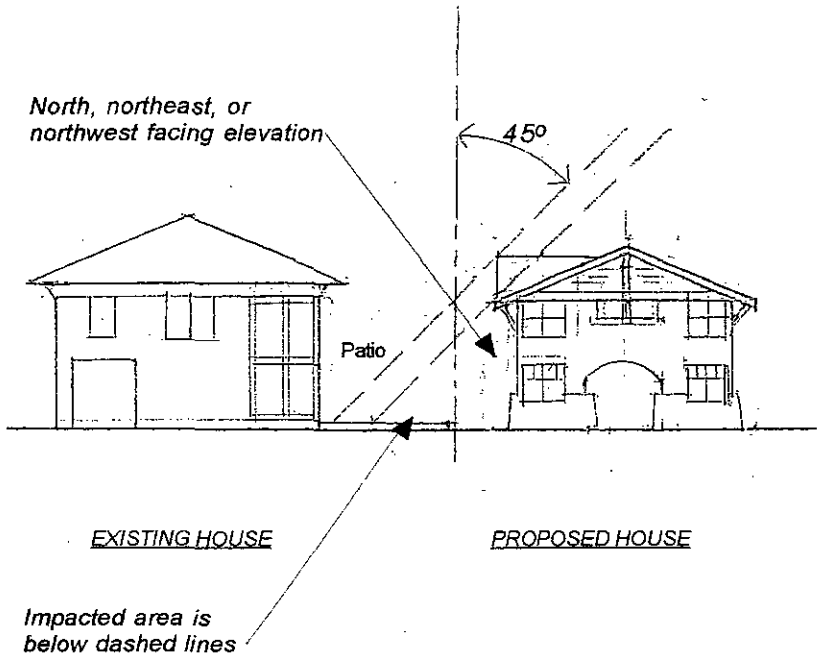
3) Determine the length of each shadow by multiplying the distance between the ridges/eaves and the decks/patios by 1.44.

4) Connect the points where shadows have the greatest length to show the outline of the 9 a.m. shadow on the ground.

5) Repeat steps 2, 3, and 4 for noon and 3 p.m. For noon, draw lines directly north. For 3 p.m. use a direction 83 degrees to the left of north. For the length of the shadow at noon, multiply the height by .78; for 3 p.m. multiply by 1.44.

Note: Data from Architectural Graphic Standards

FIGURE 2.2: 45 DEGREE SOLAR INCLINE PLANE
Example shows same house as in Figure 2.1



45 degree solar incline plane instructions:

1) *Draw proposed house and adjacent house in elevation.*

2) *Draw lines at a 45 degree angle projecting down from eaves, gables, ridges, etc.*

3) *Calculate the percentage of the outdoor area impacted by shadows. (For multiple roof forms, as in this example, transfer the shadow line to the plan drawing before calculating this percentage.)*

Note: Any shadow cannot cover more than 50 percent of an active outdoor area.

2.2 SOLAR ACCESS IMPACT MITIGATION MEASURES

Where a solar access impact is identified, mitigation measures may be required to preserve solar access. These measures are the same as those for view impacts in Section 1.4 above and include adjustments to building wall or roof height, siting, massing and similar measures.

However, mitigation measures will not be required for the situations listed in Section 2.3 below.

2.3 SOLAR ACCESS IMPACTS NOT REQUIRING MITIGATION

The following solar access impacts do not require mitigation:

A. Shadows cast by fences, landscaping, or one-story structures.

B. When mitigation would restrict the property's development as described in Section 1.3 for view impacts (View Protection Limitations—Reasonable Efforts).

CRITERION 3: PRIVACY

a. A project shall make a reasonable effort to minimize privacy impacts from upper-level decks or windows on primary living spaces of residential lots abutting the SIDES OR REAR of the project site.

b. The project shall be designed to minimize privacy impacts ON THE PROJECT from neighboring properties.

GUIDELINES

3.1 DEFINITIONS

A. Privacy Impact. A "privacy impact" is the ability to obtain direct, casual observation of a property's inhabitants from an upper-level deck, terrace or window at the side or rear of an abutting residence, especially from large windows or decks that are unscreened and oriented towards facing windows or decks.

An upper-level deck or terrace is a deck or terrace surface higher than three feet above grade. An upper-floor window is a window with a sill higher than eight feet above grade.

A ground-level deck or terrace is a deck or terrace surface that is within three feet of grade. A ground-level window is a window with a sill less than eight feet above grade.

B. Primary Living Spaces. The following "primary living spaces", listed in order of priority, are considered for privacy protection if these spaces abut the sides or rear of the project site:

1. Master bedroom suite
2. Other bedrooms
3. Kitchen
4. Living or family room
5. Main deck or patio

3.2 PRIVACY PROTECTION LIMITATIONS – REASONABLE EFFORTS

"Privacy protection techniques" as described in guideline 3.3 below are typically *not* required if any of the following apply:

A. Providing privacy protection would result in the loss of significant views for the project that cannot be elsewhere accommodated.

B. Providing privacy protection would result in large blank walls or other unfavorable design impacts.

C. Reducing the size of the window causing the privacy impact would violate building code exiting requirements.

D. The privacy impact is from a street-facing side of the project, from which privacy is generally not protected.

E. The privacy impact is from a ground-level window, deck, or terrace, from which privacy protection is generally limited to landscape or fence screening.

F. Providing additional privacy would limit the use of the project site significantly more than that enjoyed by neighboring properties.

3.3 PRIVACY PROTECTION TECHNIQUES NORMALLY REQUIRED

One or more of the "privacy protection techniques" shown on the following pages are typically required when there is a "privacy impact". These techniques should be used at the early stages of design.

The level of mitigation required depends on the size of the impact, the available options for mitigation, and the consequences of mitigation.

Mitigation is intended to be balanced with the project's functional and visual qualities. Some loss of neighbors' privacy may still result even with skillful and sensitive design.

FIGURE 3.3: PRIVACY PROTECTION TECHNIQUES (Page 1 of 2)

Impacts from rear elevations and upper decks

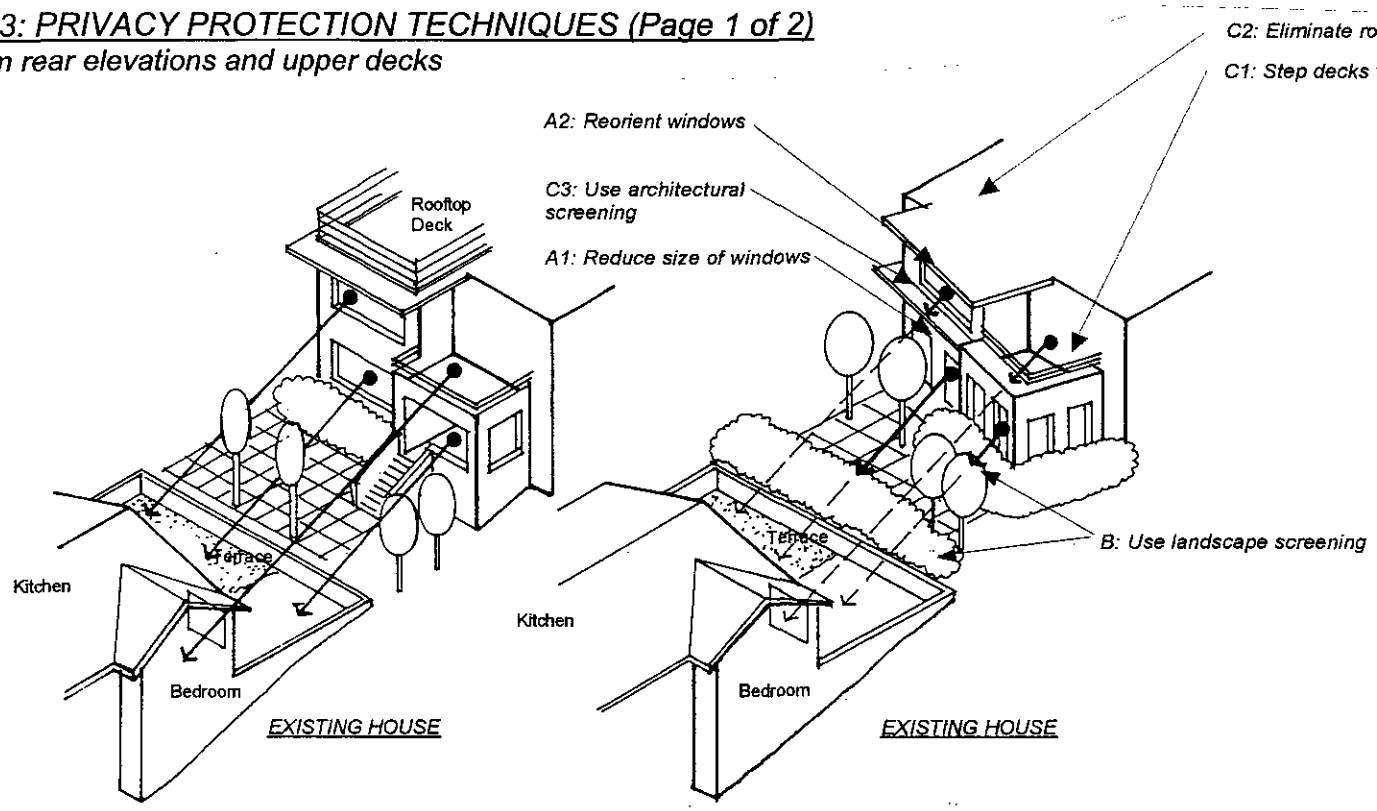


Figure 1: Initial Design (Impacts Privacy)
Note: Line with arrow indicates unobstructed view

Figure 2: Revised Design (Maintains Privacy)
Note: Dashed line indicates blocked view

3.3A. General Impacts (All Impacts From Sides or Rear of Project Site, including Upper-Floor Decks):

1. Reduce the size of very large windows.
2. Angle/orient windows away from adjacent property's impacted areas.

3.3B. Impacts From Rear Elevations Only:

Use dense landscaping, fences, or hedges to augment architectural solutions. (Note: this approach should not be used if it causes view impacts.)

3.3C. Impacts From Upper-Floor Decks on Side or Rear Elevations:

1. Step multi-level decks with the hillside so that the upper decks have lower impact.
2. Reduce the size of large decks close to property lines and avoid rooftop observation decks where there are privacy impacts.
3. Use building wall extensions or other permanent architectural elements as screening devices.

FIGURE 3.3: PRIVACY PROTECTION TECHNIQUES (Page 2 of 2)

Impacts from side elevations and upper decks

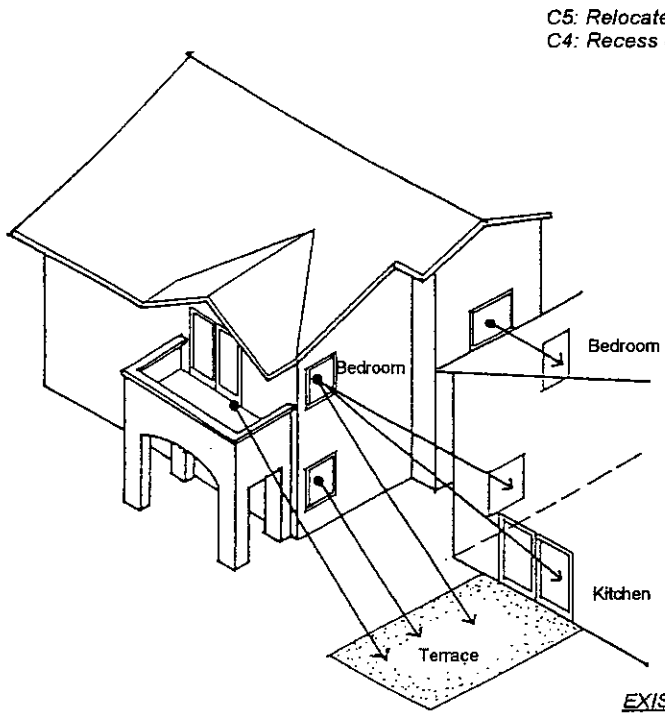


Figure 1: Initial Design (Impacts Privacy)
Note: Line with arrow indicates unobstructed view

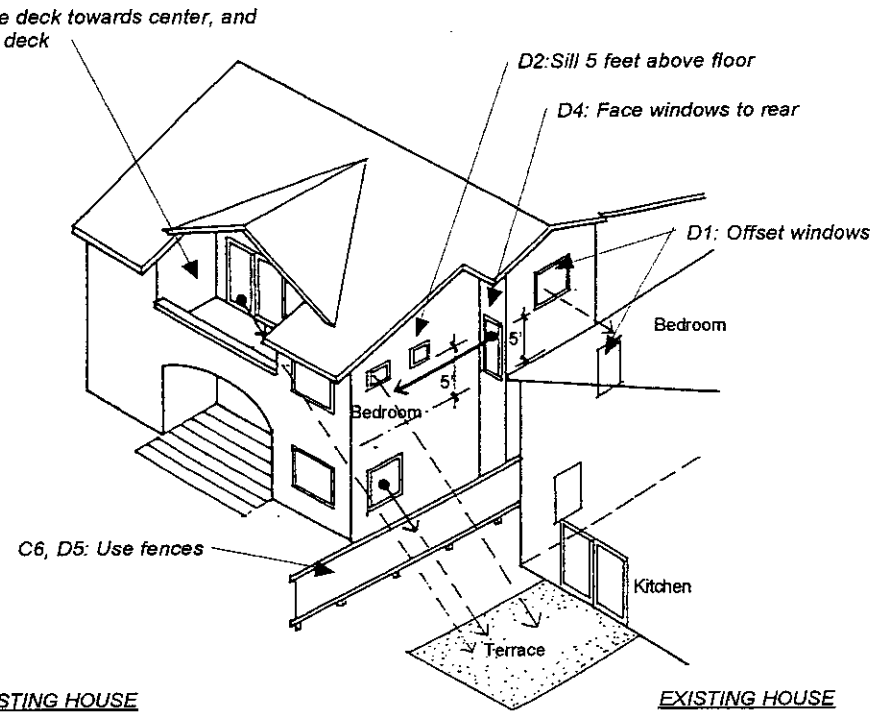


Figure 2: Revised Design (Maintains Privacy)
Note: Dashed line indicates blocked view

3.3C. Impacts From Upper-Floor Decks on Side or Rear Elevations (continued):

4. Tuck the deck into the building envelope as screening device.
5. Locate or orient upper-floor decks away from side yards and towards the center of the lot to minimize direct sight lines to impacted areas of neighboring residences.
6. Use dense landscaping, fences, or hedges to augment architectural solutions.(Note: this approach should not be used if it causes view impacts.)

3.3D. Impacts From Side Elevations Only:

1. Offset windows.
2. Use windows with sills at least 5' above finished floor.
3. Use obscure glass.
4. Adjust the floor plan to face larger windows towards the front or rear yard and away from the side yard.
5. Use dense landscaping, fences, or hedges to augment architectural solutions. (Note: this approach should not be used if it causes view impacts.)

CRITERION 4: SITE DESIGN

(a) The building or addition shall be sited in a manner that is compatible with adjacent properties and any existing site features, respects the configuration and natural amenities of the lot, and maintains or promotes useable open space.

(b) Stairways, accessways, and corridors shall be designed to ensure the privacy and security of residents without adversely affecting the residential amenity of adjacent properties.

(c) The primary pedestrian entrances shall be identifiable from the street; and, where desirable, pedestrian entry paths shall be distinct and separate elements from parking pads and driveways.

(d) Outdoor spaces shall be an integral part of the overall design (distinct spaces and/or landscaped zones rather than left over spaces).

(e) On hillsides, open spaces shall reinforce natural landforms (especially in canyon areas), provide for visual openness between houses and include livable outdoor areas such as courts, yards or terraces at or near grade.

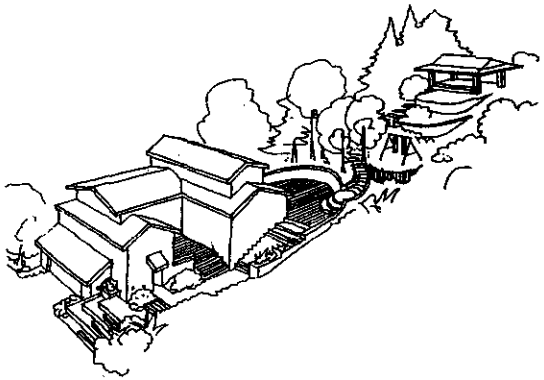
GUIDELINES:

4.1 Consider the cumulative impact of site planning/open space design on the neighborhood, including any hillsides, as viewed from a distance.

4.2 Consider the impact of outdoor space(s) on adjacent properties. Outdoor space(s) abutting adjacent properties should be designed to enhance the visual and functional characteristics of the combined space.

4.3 Develop an open space design for the whole property. Consider including gardens, courts, paths, terraces etc.

4.4 Locate the front door and/or pedestrian entry path to clearly indicate the pedestrian entry sequence from the street.



ENCOURAGED

- *An overall site design concept*
- *An integrated system of spaces that defines site access, site circulation and usable courts and terraces*
- *Design that creates ample open space between houses*
- *Outdoor spaces that assist in reducing building bulk*

- *Entry court, brick path and steps, and well composed landscaping provide a positive transition between this house and the street*

Special Guidelines for Hillsides:

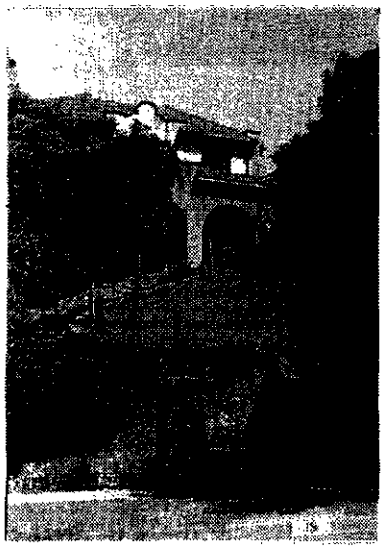
4.5 On hillsides, use courtyards and other spaces to organize building volumes and create transitions from house to land.

4.6 On hillsides, avoid large retaining walls and excessive grading. A few low walls can often provide grade transitions and usable spaces close to floor levels.

4.7 On hillsides, avoid filling up side yards with concrete stairs or paved areas that limit landscaping and potential usable space.

4.8 Restore or create naturally landscaped rear yards zones in canyon areas. (See Landscaping Guidelines 10.8 through 10.11)

▸ *Detached garage, low sculpted retaining walls, attractive gates and railings, and generous landscaping create an attractive foreground to the house*



▸ *A generous front yard setback allows for an attractive entry sequence well integrated with the site topography and landscape*

▸ *A significant difference in elevation between the street and house is mitigated with the use of a series of architecturally integrated stepping planters that emphasize texture and natural materials*

CRITERION 5: BUILDING DESIGN

(a) Each building shall have an architectural composition of forms that are well related to one another and the site in proportion, scale, geometry and style.

(b) Building elevations (walls, windows, roof/eave lines etc.) shall be composed in an ordered, unified and consistent manner that reinforces the design's basic composition, style and massing while providing visual interest.

(c) Complement neighborhood scale, development patterns and orientation of structures and not disrupt neighborhood appearance.

(d) The principal entryway shall be visually prominent and located either on the front elevation or on the front portion of a side elevation.

(e) Parking entrances and garages shall be integrated into the overall design so that they are not dominant features of facades.

(f) Detailing and use of materials shall enhance the design's appearance and reinforce the architectural composition and style.

(g) For additions and alterations, the scale, bulk, and massing shall be compatible with, but not necessarily identical to, the existing residence. Any new materials shall be integrated into the overall design even if they are not necessarily identical or similar to existing exterior treatments.

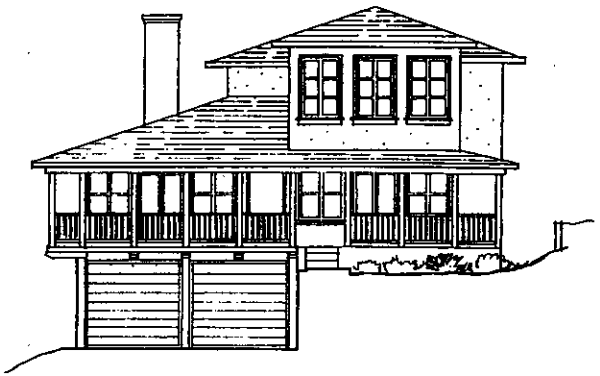
GUIDELINES:

5.1 Design vertical and horizontal elements such as wall and roof planes, chimneys, columns, terrace walls etc. in a manner that creates visual order.

5.2 In houses of a particular style such as Period French, Mediterranean, Craftsman Bungalow etc., utilize the architectural vocabulary consistent with the style's fundamental composition of walls, windows, roof lines etc. and the style's use of detailing and materials.

5.3 Avoid blank or under-designed walls facing the street.

5.4 Design the principal entryway to include a projection (porch or deck), recess, combination of projection and recess, or an entry court. Consider covering the entry.



REVISED ELEVATION -- IMPROVED

- *Consistent roof lines and window treatments*
- *Porch creates visual order and rhythm*
- *Garage, window and porch colonnade openings vertically aligned and similarly proportioned*

INITIAL ELEVATION -- DISCOURAGED

- *Cluttered and competing roof lines, wall treatments and window shapes*
- *Awkward relationship between upper and lower wall planes*
- *Lacking order, hierarchy or visual lines*

5.5 Carefully compose the location, pattern (grouping and spacing), proportion and shape of windows. Aim at reinforcing the geometry of building masses. Consider the appropriateness of basic window variations for your design:

- Windows as zones of glass between solid building masses or planes.
- Windows as a pattern of punched openings within wall planes.
- Corner windows.

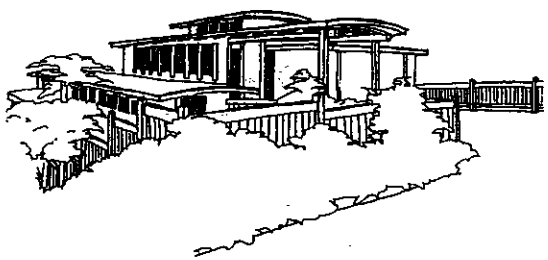
5.6 Avoid placing windows randomly in the building or solely to fit the floor plan.

5.7 Carefully detail eaves, porch columns, railings, chimney caps and similar visually prominent architectural features.

5.8 Detail doors and windows in a manner compatible with the architectural composition and style. In most cases, doors and windows should be deep-set into walls and/or use prominent casings that articulate the opening.

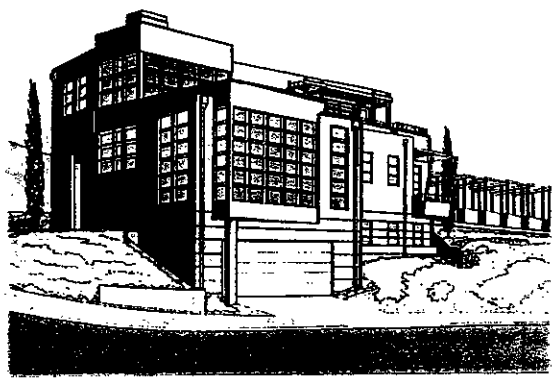
5.9 Avoid detailing out-of-character with materials being used, such as stone detailing done in stucco.

5.10 Utilize materials, textures and /or colors to heighten the interplay of space, form and light and reinforce the design aesthetic.



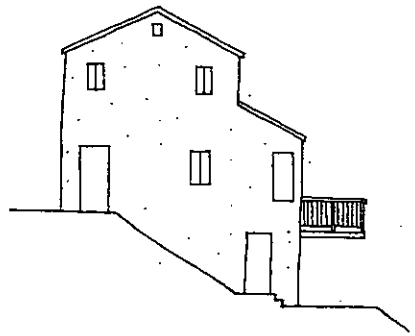
ENCOURAGED

- *Entry features designed as an extension of the building architecture*
- *Visible wall and roof planes, including side walls and undersides of eaves, designed and detailed to enhance streetscape appearance*



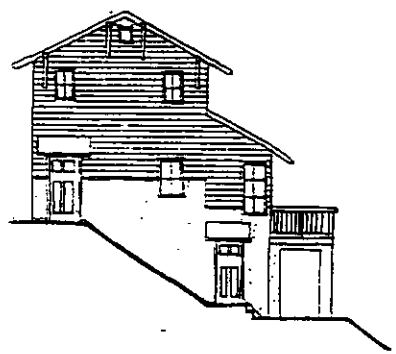
ENCOURAGED

- *Massing elements, materials and window groupings composed to provide order, scale and interest*
- *Balconies, trellises, canopies, arbors etc. that are featured design elements and help connect the house to its site*



INITIAL DETAILING AND MATERIALS

- *Large blank stucco walls*
- *Undistinguished eave lines*
- *Windows flush with walls and without muntins*
- *Cheap metal railings*



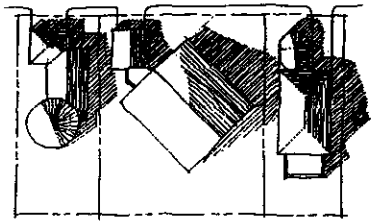
REVISED DETAILING AND MATERIALS

- *Material variations that enhance scale, proportion and texture of walls*
- *Brackets, rafter tails, decorative balcony railings etc. that accentuate connections between building planes and add visual interest*
- *Casing, muntins, canopies and other window and door details*

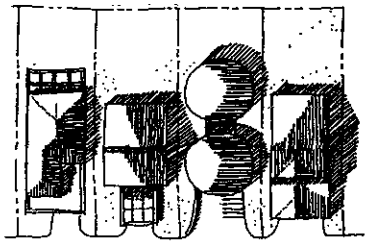
5.11 Relation to Neighborhood Development Patterns:

A. Where strong neighborhood development patterns exist, design the building's orientation, massing, scale and siting to reinforce and enhance these patterns.

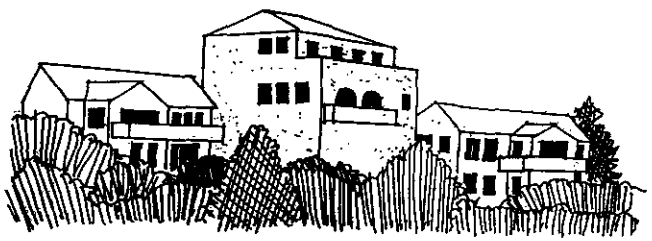
Avoid:



1. Radical shifts in building orientation and/or scale that disrupt neighborhood development patterns.



2. Insensitive massing/forms that adversely affect neighborhood appearance



3. Designs that look conspicuously larger than other structures or disrupt the neighborhood

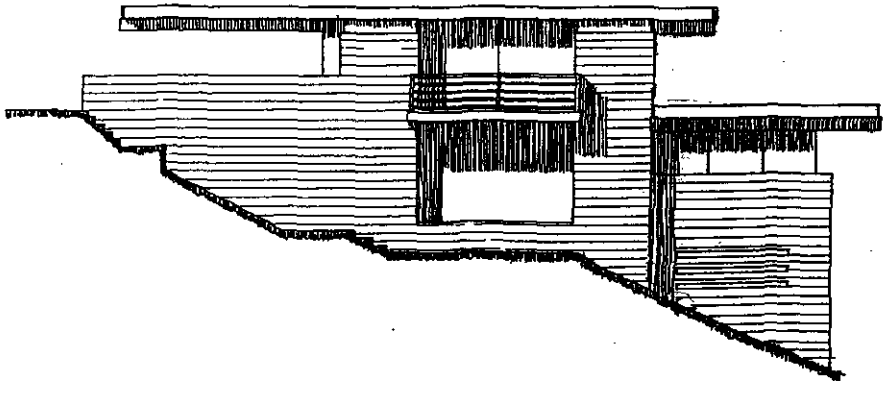
B. On hillside sites, however, major shifts in siting from the neighborhood pattern may be warranted to help break-up continuous walls of downslope facades and minimize their collective bulk.

BACK ELEVATION/DOWNSLOPE LOT

- *Windows, decks, etc. symmetrically organized within individual building masses and aligned floor-to-floor*
- *Windows appear as "punch-outs" in wall with adequate wall space between windows, balcony columns read as a lighter open frame*
- *Chimney cap, trellis, etc. consistent with rest of elevation*

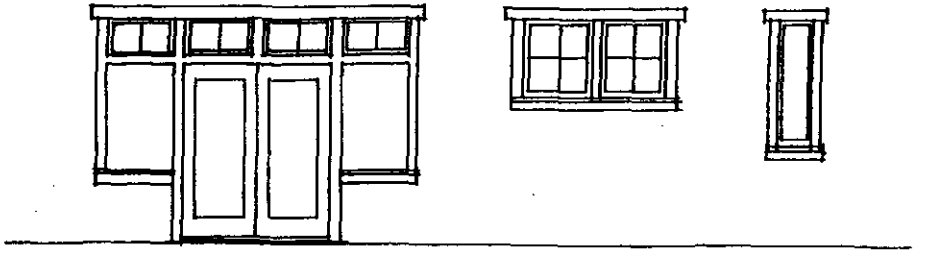
FRONT ELEVATION UP-SLOPE LOT

- *Eave lines/roof planes visually dominant feature*
- *Windows grouped horizontally within wall planes and at building corners*
- *Arch form repeats at garage entrance and attic vent*
- *Casings, headers, and coping reinforce the house's proportions and visual lines*



SIDE ELEVATION/DOWNSLOPE-LOT

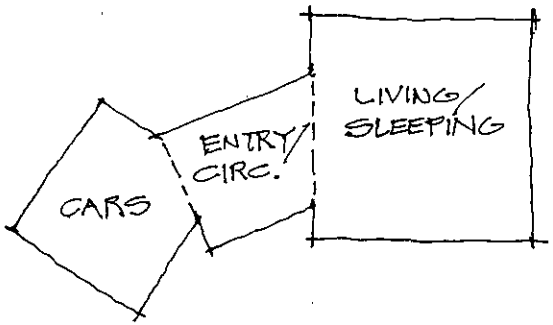
- *Strong horizontal lines created by floating roof plane and horizontal emphasis of wall planes, windows, siding, and railings*
- *Secondary vertical lines accentuate profile of wall edges corners*
- *Windows occupy zones such as between wall and roof planes*

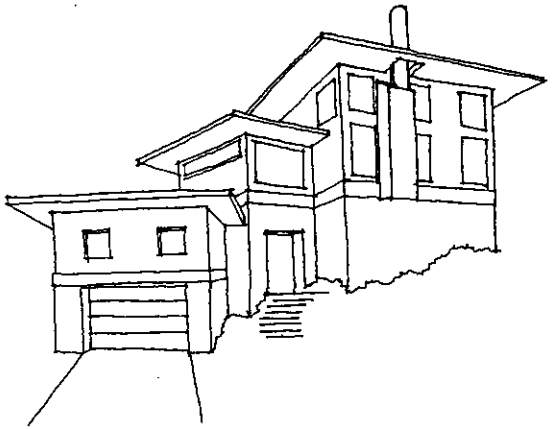


FAMILY OF WINDOW/DOOR OPENINGS

- *A basic module can be combined to make a larger opening or grouped to make a pattern of similar openings*
- *Proportional systems for openings, e.g. 1 to 1, 1 to 2, 1 to 3 etc. tend to relate windows of different function*
- *Detailing of mutins, casings etc. should be consistent*

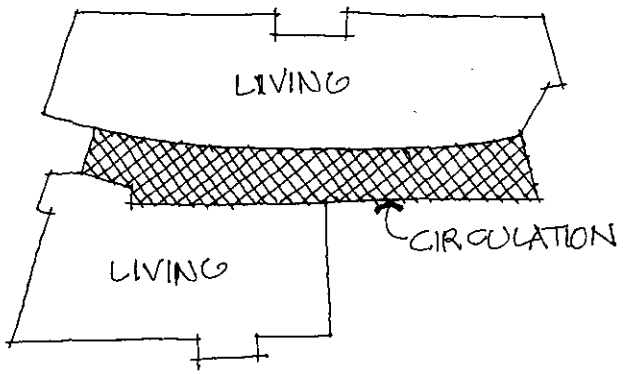
ARCHITECTURAL COMPOSITIONS

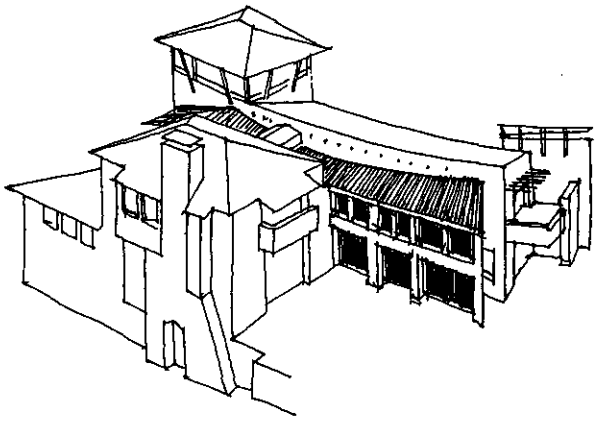




Uphill Example

- *3 cubes stepping up the hill*
- *Proportion and rotating orientation of cubes essential to composition*
- *Roof planes reinforce geometry and accentuate architectural expression*

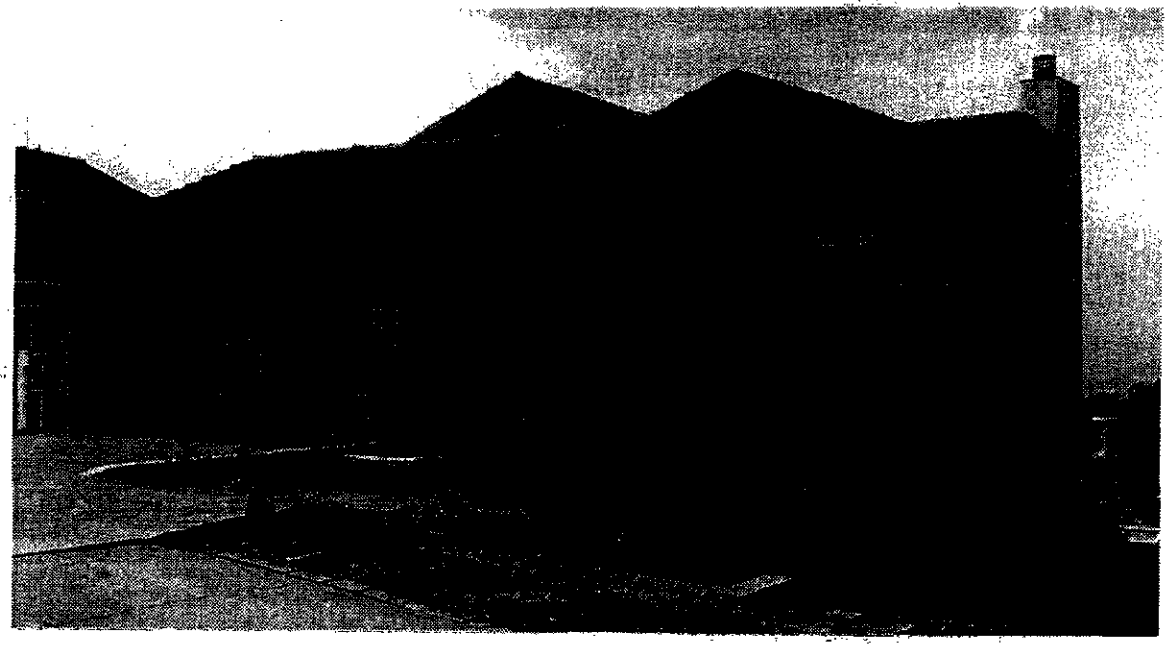




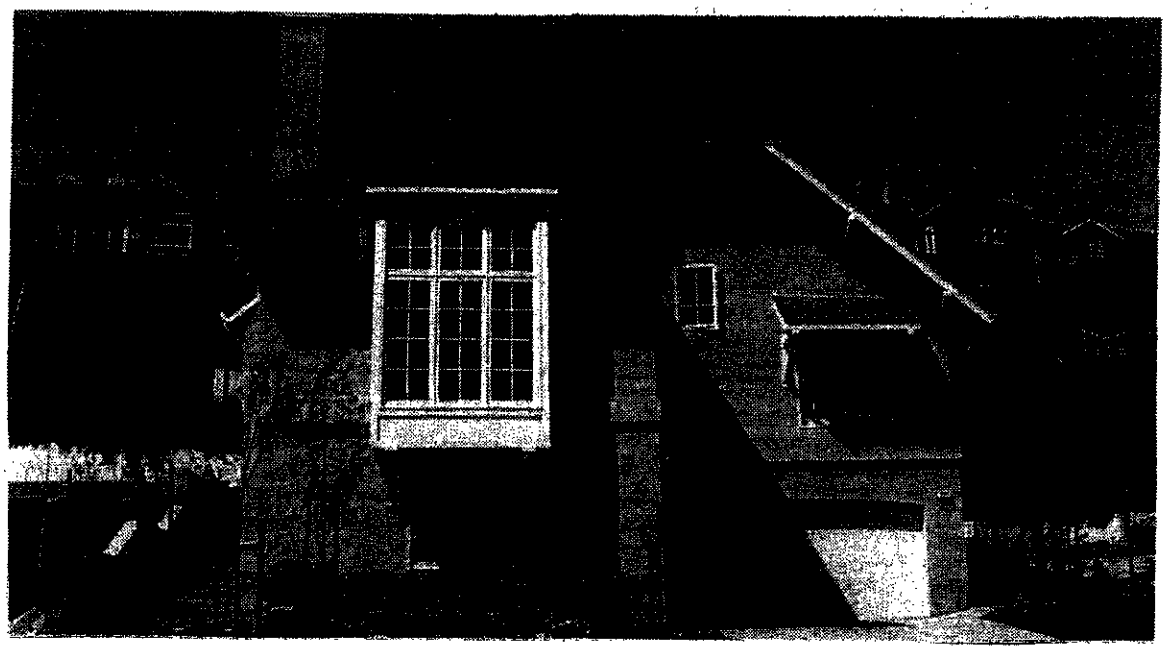
Cross Slope Example

- *Functionally and geometrically divided into 3 zones*
- *Internally, 2 forms attached to central circulation volume*
- *From street, 3 attached tower-like forms*
- *See page 35 for perspective of front of house*

EXAMPLES OF HOUSES THAT MEET BUILDING DESIGN CRITERIA



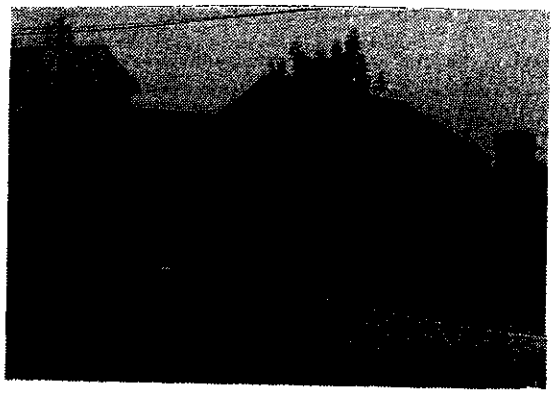
- *Mediterranean Style Composition*
- *Varied roof lines at garage, main portion of house and entry reduce bulk and improve residential scale*
- *Window and door openings, tile accent etc. reinforce massing*
- *Deep set divided lite windows, traditional eave details and decorative accent tile*



- *Small well proportioned mass in front of larger mass*
- *Hip and dutch gable roof forms enhance residential scale and reduce bulk*
- *Vertical proportions, strong eave lines, family of windows and balanced composition*
- *Brackets/eaves detailing and wood cased windows with mutins*

ENCOURAGED EXAMPLES

- *Cylindrical entry tower with recessed door and projecting mass at second floor create traditional Mediterranean streetscape architecture in form, proportion and detail*



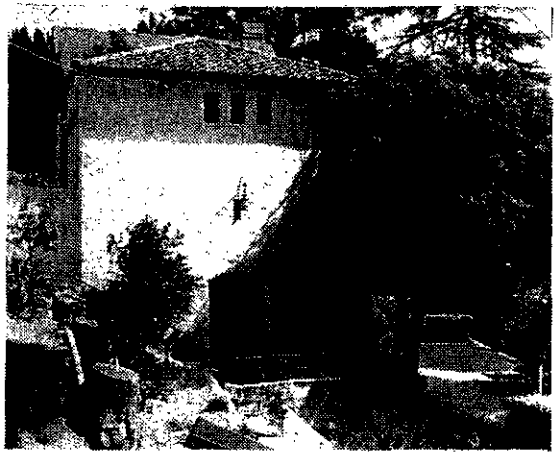
- *The roof of the garage and house slope with the street to allow for view to entry and terrace; garage door with arched opening and 3 small windows are composed to fit the asymmetrical roofline*

DISCOURAGED EXAMPLES

- *An out-of-scale entry and competing architectural forms create a poorly composed and cluttered appearance*

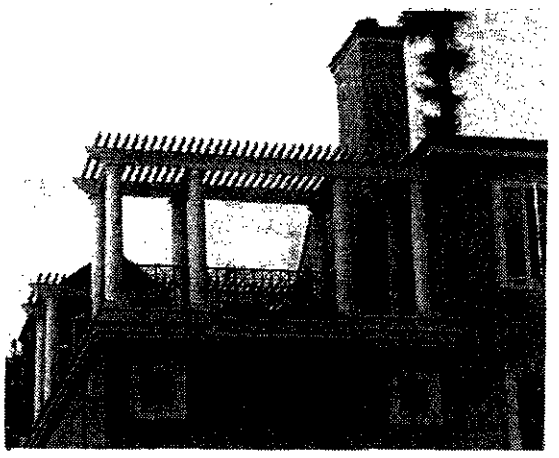
- *Poorly composed windows, balconies and material changes combined with weak detailing do little to alleviate the blankness of the street facing facades*

DETAILING AND MATERIALS

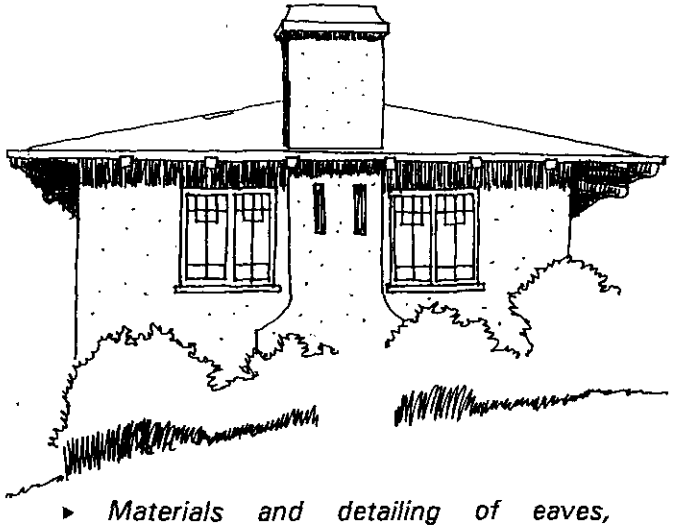


- *Traditional stucco application and clay roof tiles, latticed windows, light fixture and deeply recessed doorway give scale and texture*

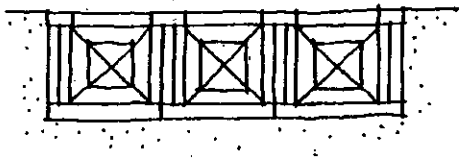
- *The use of brackets and decorative woodwork provide character*



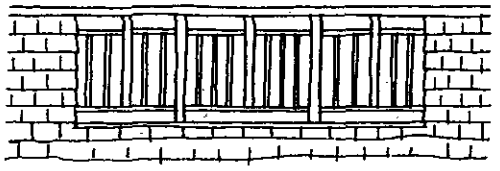
- *Trellised colonnade adds detail and visual interest while flower box provides central focus*



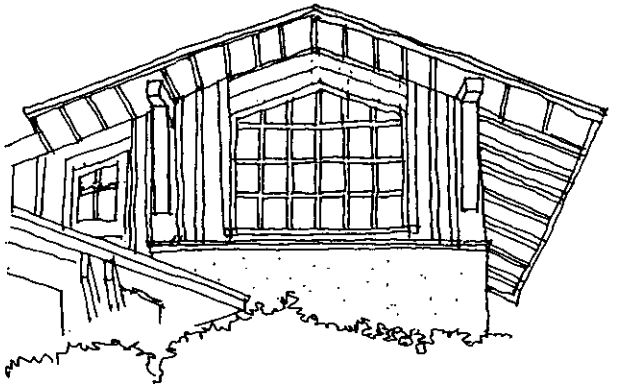
- *Materials and detailing of eaves, chimney and windows enhance the design composition*



- *Light ornamental metal railing complements heavier stucco*



- *Vertical and horizontal railing pattern and variation of wood dimensions create rhythm and order*



- *Detailing at visible underside of eaves and window shape and detailing reinforce eave line*
- *Stucco base improves wall proportions*

CRITERION 6: BULK- ALL PROJECTS.

The project shall manage mass, scale and composition, including materials and detailing, to minimize the building's actual and perceived bulk.

INTRODUCTION:

"Bulk" refers to those characteristics of a building that emphasize its size. A "bulky" building is not necessarily a big building but a building that **looks** big and is designed in a manner that exaggerates its bigness.

Conversely, a large building can be carefully designed so that it is not bulky. However, as a building becomes larger or taller, effective management of bulk becomes more difficult and more rigorous application of bulk mitigation techniques may become increasingly necessary.

Criteria 6 and 7 and their accompanying Guidelines seek to minimize both actual and perceived bulk in building design through a variety of techniques addressing building massing, siting, composition and relation to terrain and neighboring buildings. A building will usually look bulky because: (a) it overemphasizes large scale elements and/or (b) it has a disordered, unfocused composition that can look chaotic or busy. The guidelines below address these bulk problems.

In some cases, application of Criteria 6 and 7 and their Guidelines may reduce the project's zoning envelope (height limits, minimum setbacks and maximum lot coverage) from that allowed by the Zoning Regulations. Buildings built to the maximum limits of the zoning envelope, particularly those with tall and broad facades, are often boxy, and monolithic and overwhelming in scale. The zoning envelope is not intended to define a by-right volume or massing that may be used to its full extent, but rather to provide sufficient flexibility for a variety of design solutions.

Criteria 6 and 7 will, in most cases, apply only to structures with two or more stories.

GUIDELINE C.2:

INITIAL DESIGN:

REVISED DESIGN:

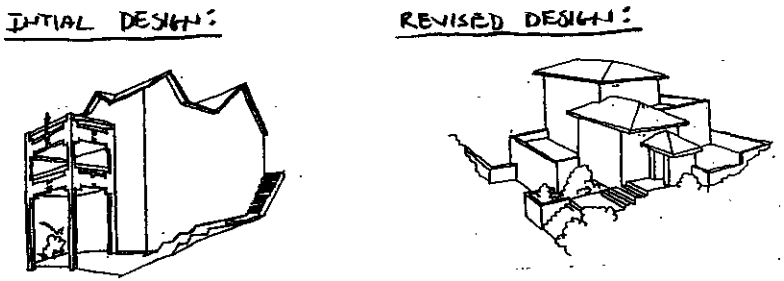
GUIDELINES:

Techniques to Avoid or Deemphasize Large Scale Elements

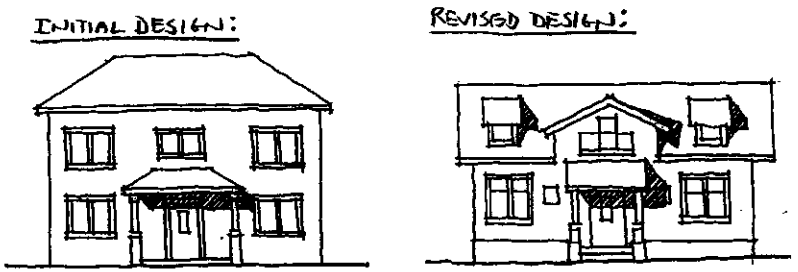
6.1 Avoid or deemphasize large boxy forms that are both broad and tall. Emphasize smaller scale (human scale) elements, such as windows and other openings, building wings, detailing, and changes in materials.

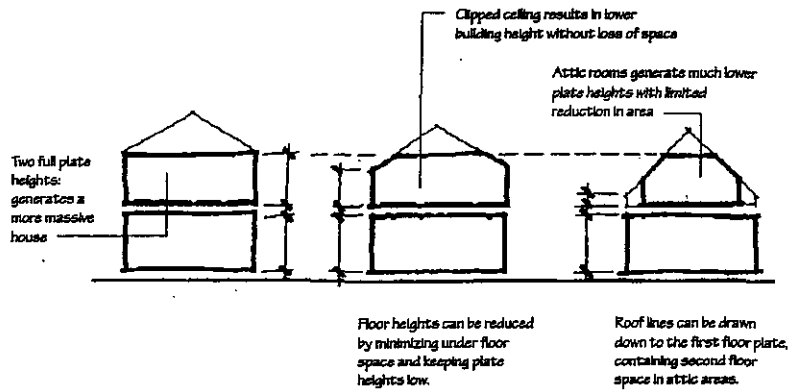
6.2 Subdivide building masses, including roof forms, into multiple volumes.

6.3 Balance the portion of a structure that is taller than two stories with lower forms and/or increased side yards.

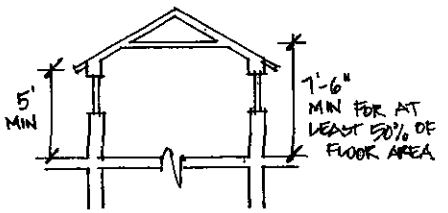


6.4 Maximize below grade and attic spaces as usable floor area. This is especially important for large floor areas on small lots and for buildings that would otherwise be out of scale with neighboring structures.

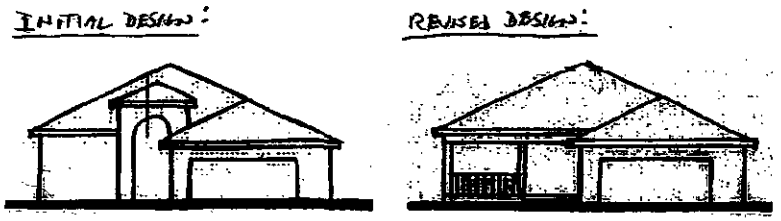




Note: *The Building Code allows up to 50% of a room's floor area to be less than the normally required 7 1/2' minimum height as long as the walls are at least 5' high. This facilitates locating habitable floor area within roof forms.*



6.5 Avoid over-scaled entries. Exceptions can be made (a) for buildings designed in a consistently monumental architectural style that does not disrupt the neighborhood (see Guideline 5.11); and (b) for buildings with strong vertical proportions where a tall entry is well integrated with these proportions.



6.6 Avoid, break up or deemphasize large undifferentiated wall surfaces on street-facing, rear downslope or other highly visible elevations. Design techniques include:

6.6A *Using multiple materials and/or detailing to break up* walls and make large surfaces seem smaller;

6.6B Using highly textured materials, such as masonry, rough stucco, shingles, or wood siding with strong shadow patterns (e.g. wide lap siding and board and batten);

6.6C Emphasizing the roof, through such techniques as wide, strongly articulated eaves (using prominent fascias, rafter tails, etc.) and brackets;

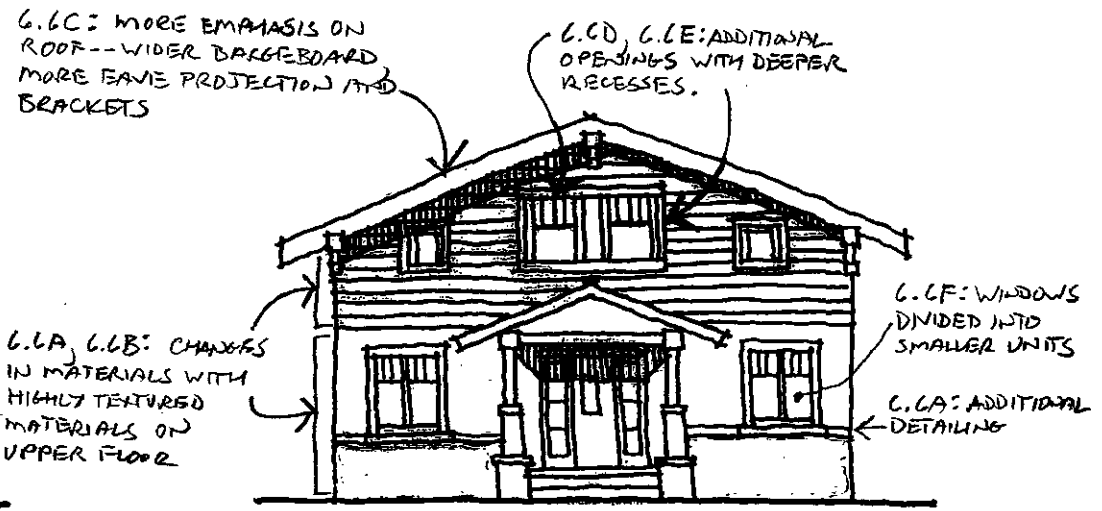
6.6D *Providing more openings* with significant articulation, detailing and attention to composition;

6.6E Deeply recessing openings to create shadow patterns and emphasize solid surfaces vs. voids; and

6.6F Dividing large windows into smaller units using multiple sash and/or muntins.

INITIAL DESIGN:

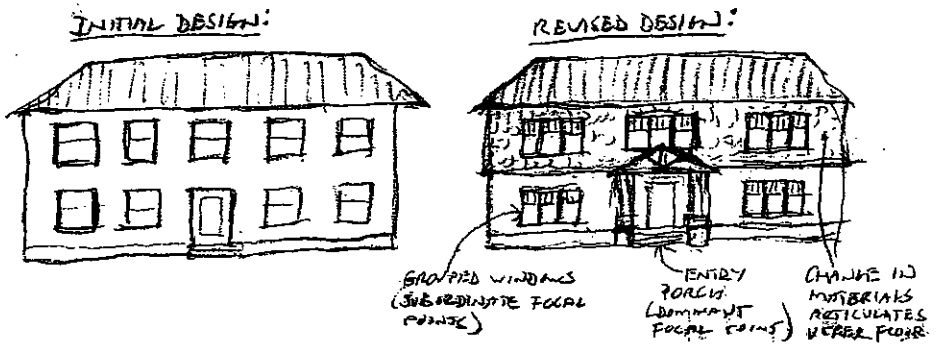
REVISED DESIGN:



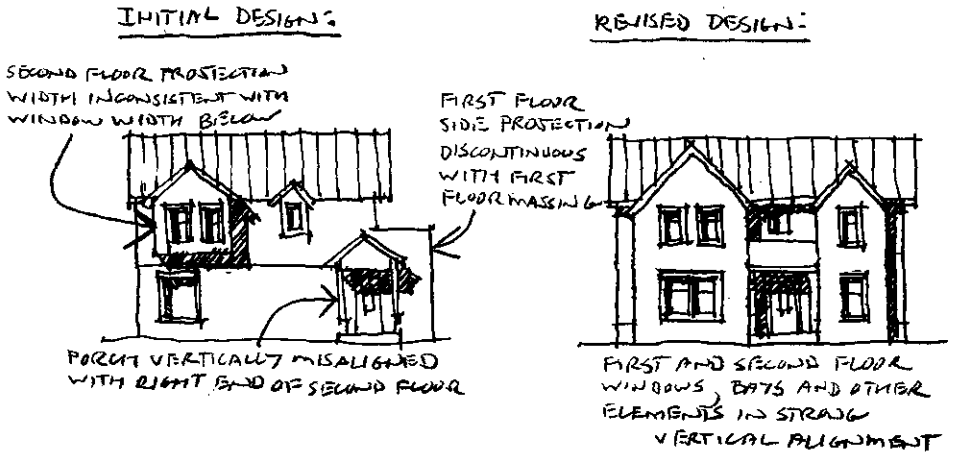
Techniques to Promote Order and Focus

6.7 Promote order and focus in the design. Provide an ordered and well-proportioned composition that uses detailing, patterns of openings, distribution of surface materials, and other design elements to reinforce the building's geometry.

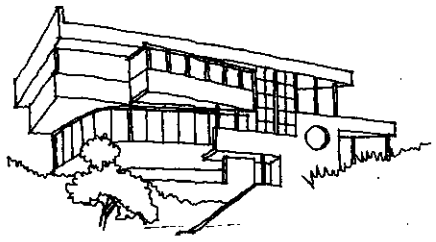
6.8 Use one or two elements as dominant focal points such as a projecting wing, an articulated main floor or floors, a prominent group of windows, a balcony or a main entry. (Note: avoid over-scaled entries described in Guideline 6.5).



6.9 Provide vertical and horizontal alignments between building masses, openings, and other elements.



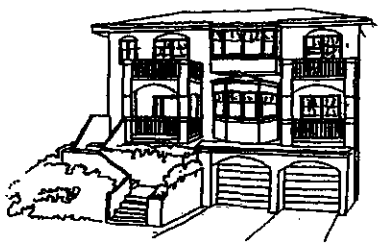
Note: *In some very modernistic buildings, the designer may strive for a deliberately non-linear, random-looking relationship between building elements. This can be successful and should not contribute to perceived bulk if large monolithic building masses are avoided, and the different building elements remain in balance.*



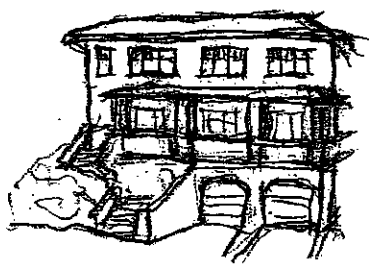
6.10 Avoid too many visually competing or "tacked-on" elements, which are not well-integrated into the design. One or two projections per elevation, depending on the elevation's length, is usually best, with the projections treated as primary focal points. Design techniques include:

Too many massing and compositional elements can add clutter and intensify the bulk of even a relatively small building.

INITIAL DESIGN:



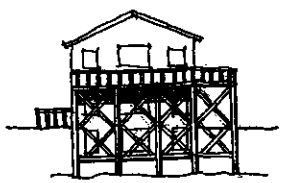
REVISED DESIGN:



6.10A Limiting upper floor deck projections to about ten feet. Recess decks that are deeper than ten feet into the building envelope;

6.10B Either: (1) providing substantial-looking structural support (open or enclosed) under the deck that is well-integrated with the building's overall architecture; (2) providing a roof over the deck; or (3) integrating the deck with other *horizontal elements.*

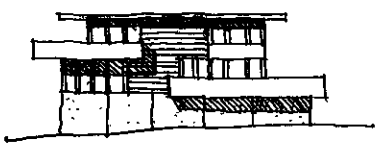
INITIAL DESIGN:



"TACKED-ON" DECK

REVISED DESIGNS:

a) SUBSTANTIAL-LOOKING SUPPORT

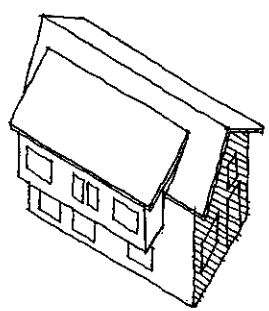


b) INTEGRATES DECK WITH OTHER HORIZONTAL ELEMENTS

6.10C Avoiding upper floor projections that extend all the way to the building corner.

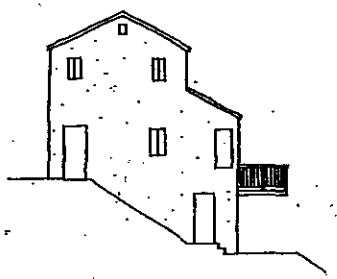
INITIAL DESIGN:

REVISED DESIGN:



6.11 Architectural consistency. If using a particular architectural style, use massing, opening patterns and other design treatments consistent with that style.

BULK MITIGATION METHODS IN COMBINATION



INITIAL DESIGN–DISCOURAGED

- *Large blank stucco walls that emphasize scale*
- *Undistinguished eave lines that provide no relief to walls*
- *Tacked-on balcony*
- *Flush windows that maintain flatness of walls*

REVISED DESIGN -- ENCOURAGED

- *Changes in material that deemphasize scale*
- *Brackets, rafter tails, balcony railings, etc that reinforce the building form and add focus to the design*
- *Casing, muntins, canopies and other window and door details that articulate these important focal points and provide human scale.*

INITIAL DESIGN-- DISCOURAGED

- *Cluttered and competing roof forms, wall treatments and window shapes*
- *Awkward relationship between upper and lower wall planes*
- *Lacking order, hierarchy or visual lines*

REVISED DESIGN – ENCOURAGED

- *Consistent roof lines and window treatments*
- *Porch acts as unifying element and reinforces rhythm of windows and other openings*
- *Garage, window and porch colonnade openings, vertically aligned and similarly proportioned*

CRITERION 7: BULK: SPECIAL METHODS FOR HILLSIDES

(a) ***Hillside projects shall use methods that blend with the hillside setting and minimize the building's prominence.***

(b) ***On sloped sites, the project shall minimize perceived bulk when viewed along with neighboring structures from the downslope side.***

INTRODUCTION:

See Introduction for Criterion 6 (Bulk: All Projects)

GUIDELINES:

7.1 Step building massing with terrain.

7.2 Break the building into multiple volumes with staggered setbacks to reflect the irregularity of hillside terrain.

7.2A Use smaller massing elements to soften taller elements.

7.2B Use one-story and lower scale elements such as terraces to transition from the building to the ground.

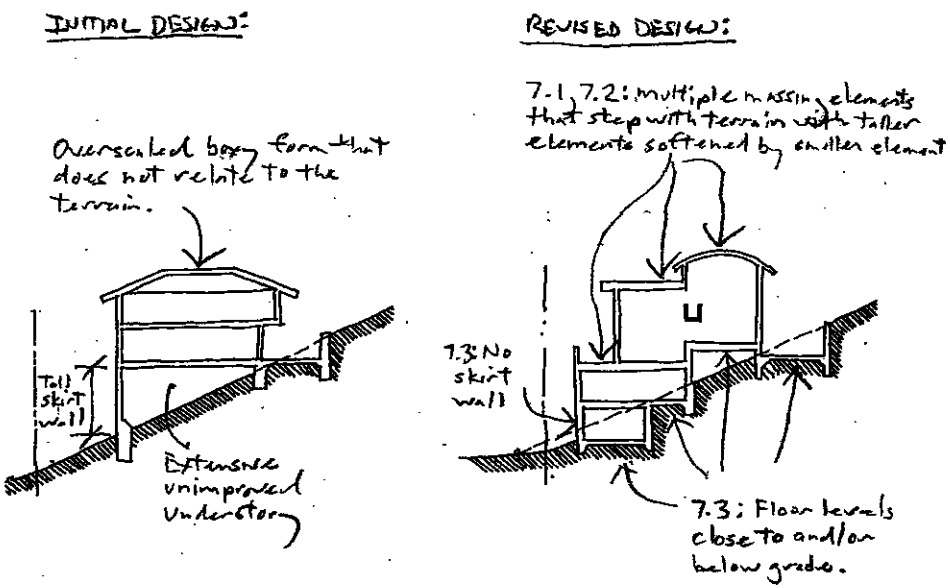
7.2C Use detached garages and other detached or semidetached building volumes to maximize flexible siting.

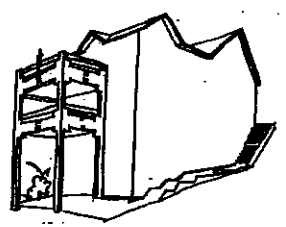
7.2D On low to moderate slopes (less than about 40 percent) provide access from the lowest floor to a ground level patio or terrace. Consider such access on steeper slopes.

7.3 Skirt Walls.

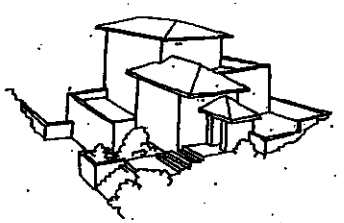
7.3A Place floor levels close to and/or partially inset into grade to avoid or minimize tall skirt walls and other tall support structures. In most cases, maximum acceptable skirt wall heights will increase as the building footprint slope increases. On slopes of 20-60%, skirt wall heights should normally not exceed 1-2' per each 10% of slope, with a maximum skirt wall height of about 6' on a 40% slope and about 12' (about one story) on a 60% slope. On steeper slopes, taller skirt walls may be acceptable if a 12' skirt wall would impose excessive constraints for a reasonably sized house, such as requiring three or more levels to obtain 2,400 square feet of living area.

Acceptable skirt wall heights will often require cutting the back portions of the bottom floors into the hillside by up to four feet on slopes up to about 40% and up to six feet or more on steeper slopes.





▸ *Monolithic or overwhelming masses poorly related to the topography*



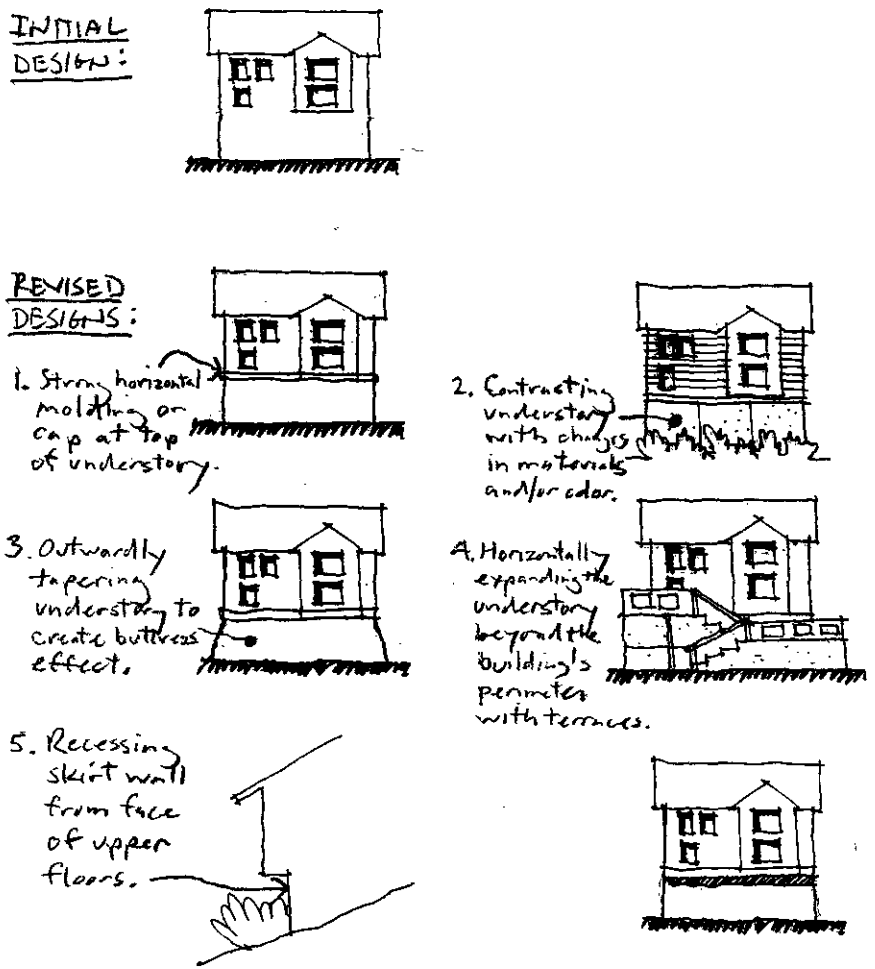
▸ *Differentiated masses stepping with the terrain*

7.3B Deemphasize skirt walls where they cannot be avoided by treating them as architectural pedestals that are clearly subordinate to the primary building volume.

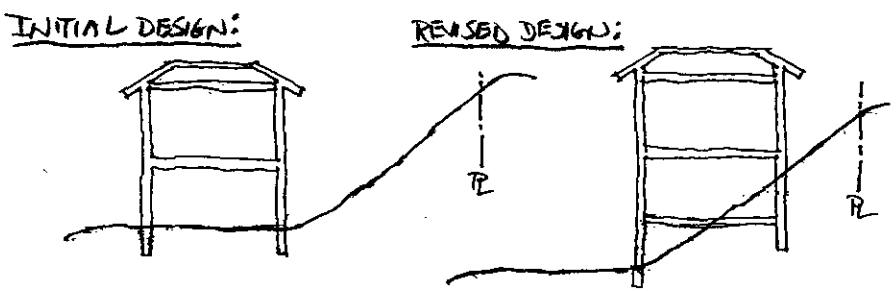
Techniques include:

1. *Incorporating a strong horizontal molding or cap at the top of the skirt* wall;
2. Changing materials and/or colors at the skirt wall to contrast with the primary building volume;
3. *Outwardly tapering the skirt wall to create a buttress effect;*
4. Integrating terraces at the skirt wall that horizontally expand beyond the building's perimeter; and
5. Recessing the skirt wall from the face of the upper floors.

Additionally, provide trees and/or other landscaping at the skirt wall that will grow taller and faster than required by the Zoning Regulations' landscaping standards to fully screen the skirt wall.

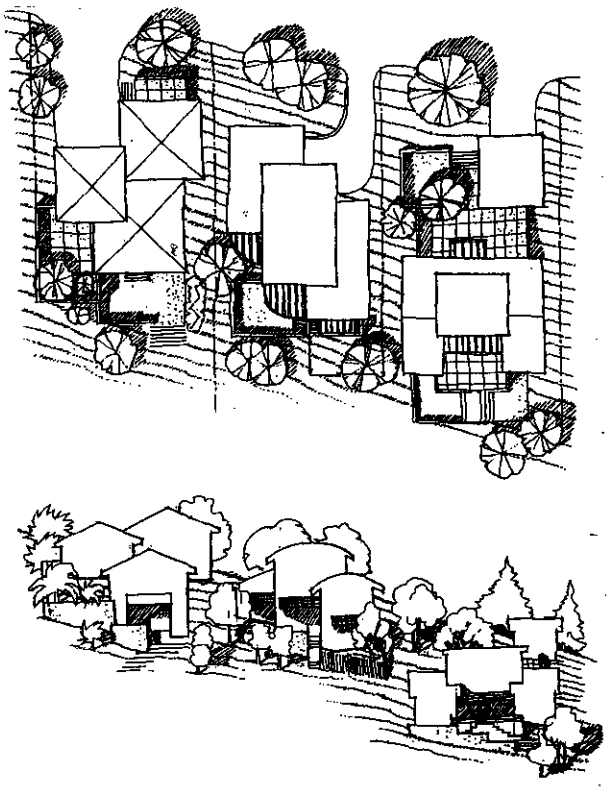


7.4 Position the building on the site to minimize height on the downslope side. This is usually the portion of the site with the least slope.



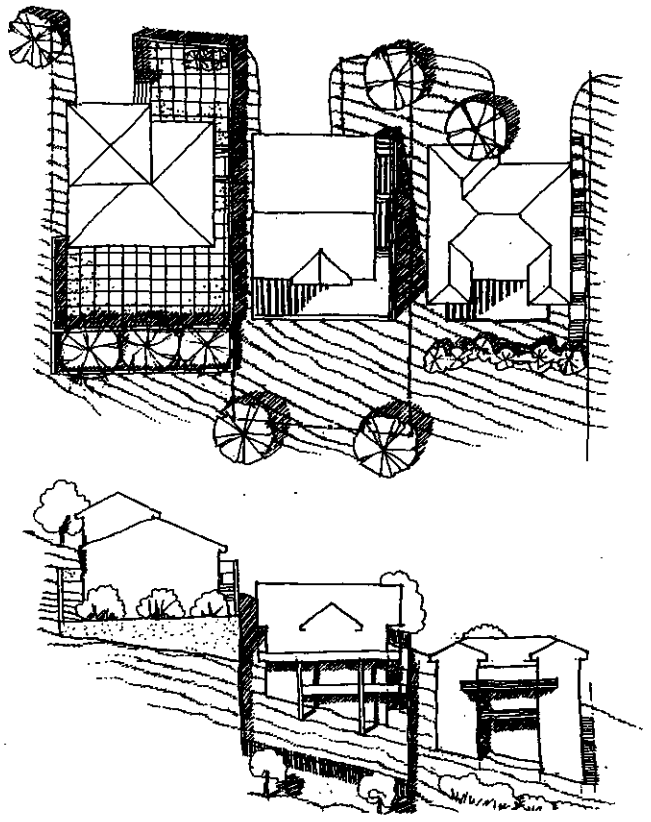
7.5 Maintain openness between structures. Avoid long and high building walls close to side lot lines. Provide sufficient side yard setbacks, especially at the front and rear elevations, to allow plantings between structures to help hide the perceived mass.

Buildings that are too close to one another look bulkier than buildings with greater separation.



ENCOURAGED

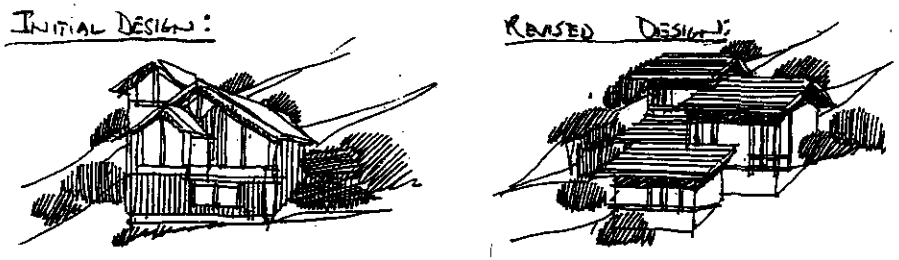
- ***Openness between houses***
- ***Lower building profiles near side lot line***
- ***Increased side yard setbacks at front and rear elevations***
- ***Integration of building forms into the natural setting***



DISCOURAGED

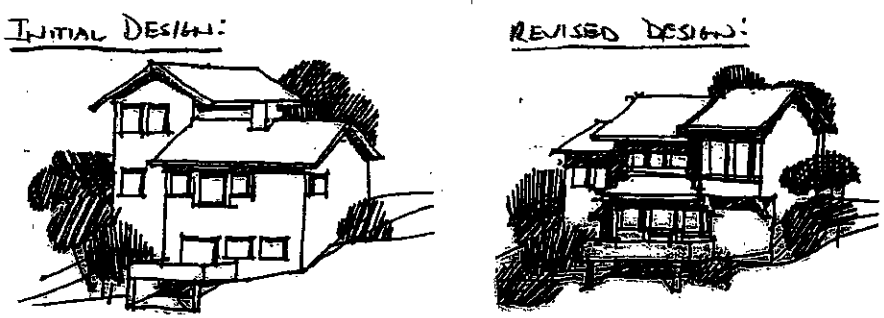
- ***Long and high building walls close to side lot line***
- ***Consistently narrow side yards***
- ***Monolithic building forms that overwhelm the natural setting***

7.6 Step or slope rooflines with the terrain. Avoid large gables on downslope elevations.



7.7 Provide strong shadow patterns on downslope elevations using modest projections such as roof overhangs, plan offsets, and recessed openings. (Note: large cantilevered projections and very wide overhangs can be overly dominant and are discouraged).

Shadow patterns help break up large building masses and provide relief similar to the undulations of the hillside and natural vegetation.

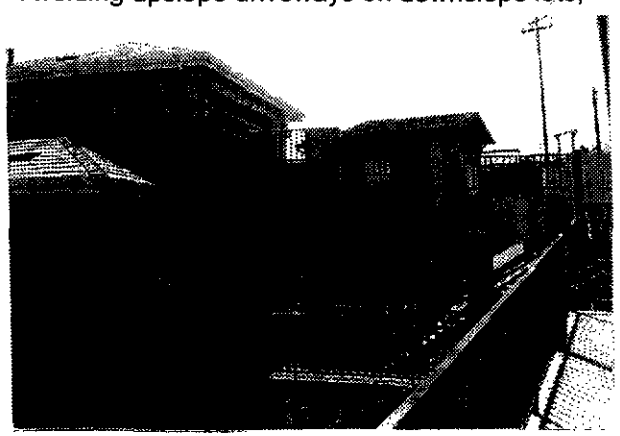


7.8 Materials and Colors. Use materials and colors having a naturalistic quality that will blend into the surrounding landscape.

The most effective colors are earth tones. They can be light or dark, depending on the colors of the surrounding vegetation.

7.9 Minimize visibility of garages and driveways. Locate garages so that the garage floor level is as low as possible relative to the hillside. Design techniques include:

7.9A Avoiding upslope driveways on downslope lots;

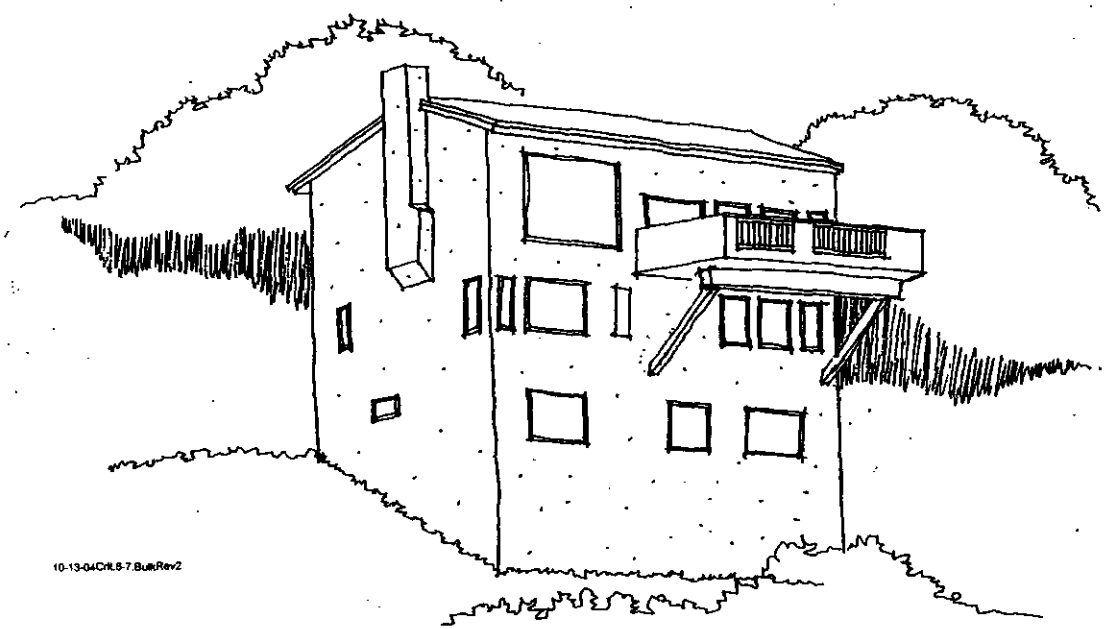


7.9B Locating garages and driveways at the low side of cross slope lots.

BULK MITIGATION METHODS IN COMBINATION FOR HILLSIDES

ENCOURAGED

- ***Simple differentiated forms with emphasis on central massing element surrounded by secondary elements.***
- ***Stepped building profile***
- ***Attention to scale and proportion that emphasizes central grouping of windows***
- ***Terraced forms that visually connect the building to the ground***



10-13-04Crit.8-7.BulkRev2

DISCOURAGED

- ***Box-like form***
- ***Flat wall planes***
- ***Large rectangular footprint***
- ***Blank skirt walls***
- ***"Tacked on" deck***
- ***Poor proportions. Too much horizontal blank wall area between rows of windows.***
- ***Overly horizontal openings and deck form that contradict the more vertical proportions of the overall building form.***

CRITERION 8: NEIGHBORHOOD COMPATABILITY (CONTEXT)

New construction within 40 feet of a front lot line shall relate well to any strong, positive visual patterns, or "contexts" presented by neighboring buildings within the context area. These visual patterns shall include those created by: (i) roof forms and pitch; (ii) principle entryway treatment; (iii) front setback; (iv) surface materials; (v) windows and openings; (vi) architectural detailing; and (vii) front yard landscaping (see Figure 8-1).

The "context area" consists of the five lots on each side of the project site and the ten closest lots across the street (see Figure 8-2).

This criterion shall apply only if the slope of the project site is 20 percent or less and one of the following situations exists:

a) At least 75% of the sites (including vacant lots) within 300 feet of and on the same street as the project site are 4,000 square feet or less in area; or

b) Within 1,000 feet of the project site, there is a grid system of multiple streets, or the system of streets forms a pattern of a nearly rectilinear grid or the intersection of more than one grid.

This criterion does not apply if there are fewer than 10 houses in the context area.

Fig. 8-1. The consistency in setbacks, scale, roof forms, entry ways, materials, and architectural elements provide for a strong neighborhood context.

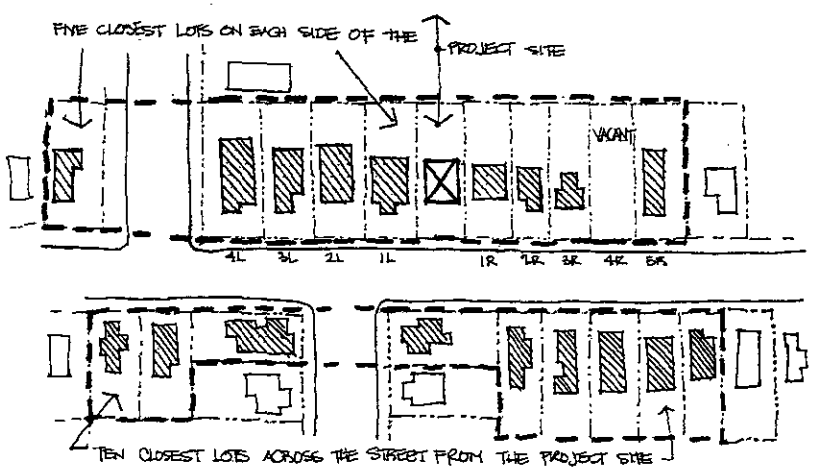


Fig. 8-2. The "context area" consists of the five lots on each side of the project site and the ten closest lots across the street.

INTRODUCTION:

The applicant is responsible for photo-documenting the surrounding houses. Photographs must include houses on the five (5) lots on each side of the subject property, and houses on the ten (10) closest lots across the street.

From these photographs, City staff will determine which context issues apply. At least half of the surrounding houses must exhibit similar characteristics in order for a context issue to apply. Characteristics for which context has been established but not considered positive attributes (such as materials not on the approved list in Guideline 8.4, or dominance of open parking in the front) will be eliminated from context consideration.

GUIDELINES:

8.1 Roof Pitch and Form Context

To determine if there is a strong roof pitch and form context, at least 50% of the buildings must have similar shapes (gable, hip, gambrel, mansard, etc.), and similar slopes as defined by four categories:

Flat:	0 to 1 in 12 slope
Low:	1 in 12 to 3 in 12 slope
Moderate:	3 in 12 to 7 in 12 slope
Steep:	greater than 7 in 12 slope

If there is a roof shape and/or a roof slope context, the proposal should conform to all established contexts, including overhangs if established in the context. In order to be considered as a successful response to this context, the roof form and shape context must apply to at least 75% of the project's roof area. See Fig. 8-3 & Fig. 8-4.

If the roof context includes overhangs, or parapets, then the design should include similar overhangs. The minimum overhang is considered to be 12 inches unless a lesser overhang is appropriate in the context.

Roof pitch and form context established.

Roof form context established, but no roof pitch context.

No roof context.

Fig. 8-3. Roof form context is established if at least 50% of the buildings, in the context area, have similar shapes such as gable, hip, jerkin head, gambrel, mansard, etc. Roof pitch context is established if at least 50% of the buildings in the context area have similar roof slopes as defined by the four categories at left.

Fig. 8-4. The house towards the center of the photo does not meet the roof pitch and form context findings for the neighborhood. However, by beginning the eaves at the same point as the other homes in the neighborhood, it demonstrates successful mitigation.

8.2 Principal Entryway Context

The entryway constitutes the passageway to the primary entrance(s) of the building.

Front entries are prevalent in most Oakland neighborhoods. An entryway is considered to be located in the front if a significant portion of its form is oriented to, and visible from, the front of the site. See Fig. 8-5.

To determine if a strong entryway context exists, the surrounding houses are surveyed for the following three entry components: (i) location, (ii) type [e.g. projecting with roof, projecting without roof, recessed. etc.], and (iii) floor elevation height.

If an entryway context is established, for any of these three components, the applicable components should be noted and incorporated into the proposal. See Fig. 8-6.

Fig. 8-5. The raised entry porches in this neighborhood create a strong transition between public and private spaces. In addition, all entry units are prominently located relative to the street.

Fig. 8-6. The size, shape and orientation of the porch relative to the dwelling and the integral stairway projecting beyond the front facade of the dwelling provide for a prominent entryway.

8.3 Building Setback Context

If there is a setback context, the proposal's setback should be within 3 feet of the context's *average setback, or as close to it as zoning requirements allow.*

The average front yard setback is determined from Sanborn maps. Wherever possible, the proposal should maintain the prevalent setbacks and reinforce the block face. Where the average setbacks violate current zoning standards, the front of the building should be located as close to the street as allowed by the zoning standards. See Fig. 8-7.

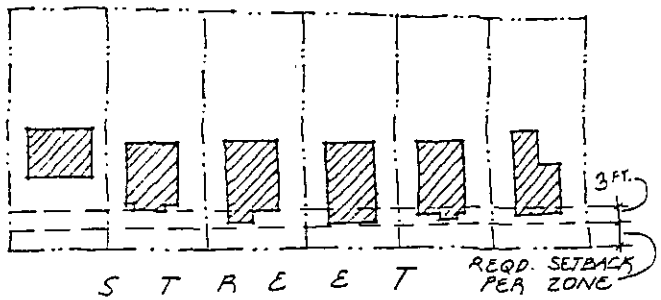


Fig. 8-7. The setback context is established if, within the context area, at least 50% of all front facades are located within 3 feet of each other.

8.4 Building and Surface Materials Context

If there is a materials context, the proposal should either use the same material as the context material on all walls visible from the street or a combination of materials that includes the context materials on at least 50 percent of the wall surfaces. See Fig. 8-8.

To determine the existence of building materials context, 50% or more of the surrounding buildings must have similar materials used on their primary façade. See Fig. 8-9. Only the following materials will be considered: [a] wood siding (dimensional lumber); [b] board and batten siding, including plywood if minimum 1" x 2" wood battens are used at minimum 8-inch intervals; [c] wood shingles; [d] cement plaster (stucco) applied wet at the job site; [e] brick; [f] stone; [g] pre-cast concrete masonry units; [h] cement fiber or similar synthetic siding resembling wood siding; or [i] glass.

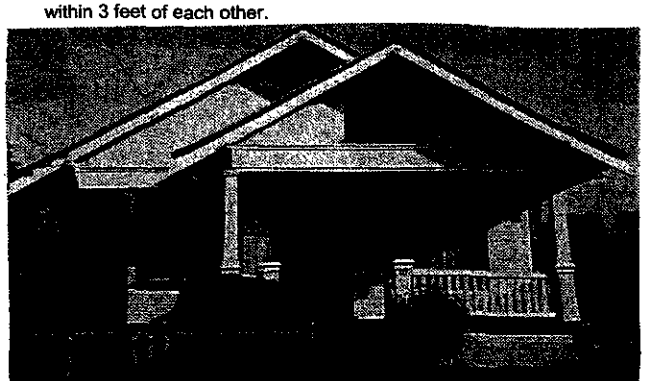


Fig. 8-8. The balanced use of multiple materials provide for houses well integrated into a context of either stucco or horizontally sided wood houses.

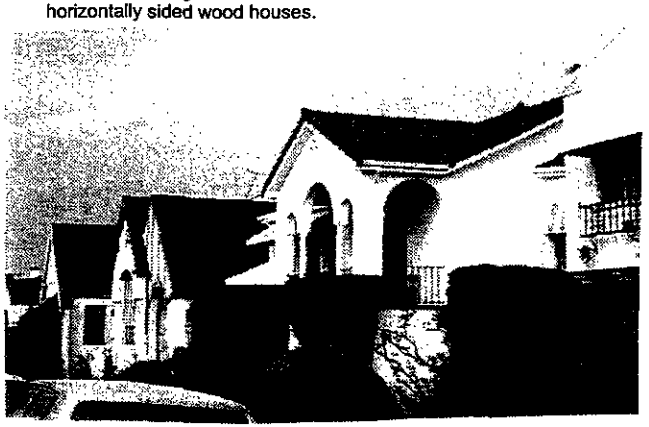


Fig. 8-9. Because more than 50% of the buildings in this neighborhood have stucco facades, the building material context is established.

8.5 Windows and Openings Context

To determine the existence of a strong windows and openings context, the surrounding buildings must display similar treatments of windows and openings in terms of their size, number, materials, proportions, and composition on the facades viewable from the street. See Fig. 8-10 & Fig. 8-11.

If there is a windows and openings context, the proposal should respond to or approximate the prevailing characteristics identified in the context.

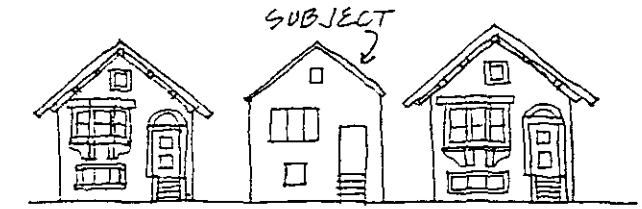
Fig. 8-10. The consistent use of windows facing the street create a more unified streetscape and foster a sense of community.

Fig. 8-11. Despite the rectangular window context, the proportions and attention to detail of the arched window create a rich visual character.

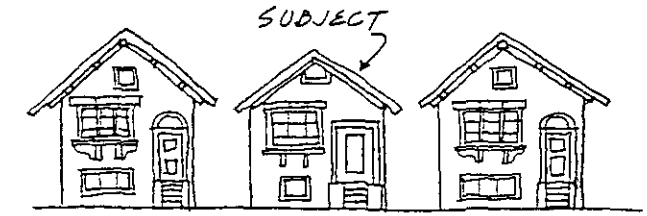
8.6 Architectural Detail Context

The existence of an architectural detail context is determined by the overall presence of detailing on existing buildings in the area.

If there is an architectural detail context, the proposal should respond to or approximate the prevailing characteristics identified in the context. See Fig. 8-12.



Proposal does not conform.



Proposal reasonably conforms.

Fig. 8-12. The use of door and window trim, window sill detailing, detail of the door, and detailing of the entry stairs establishes an architectural detail context.

8.7 Landscaping Context

To determine the existence of a landscaping context, there must be a strong, positive presence of trees, shrubs, and ground cover in the context area. This Guideline will not apply if such landscaping exists, but is sparsely located or not maintained. See Fig. 8-13.

If there is a landscaping context, the proposal should conform to all established contexts (trees, shrubs, groundcover) and provide adequate watering facilities for its maintenance).

Fig. 8-13. A visually rich neighborhood character is created through the successful use of landscaping.

CRITERION 9: SITE ACCESS AND PARKING

(a) Parking areas, garages, driveways and other parking provisions shall be sited to minimize their visual impact on the street and shall be subordinated to the house, landscape and pedestrian entrance.

(b) Where physically feasible, unenclosed parking spaces shall be visually screened from the street and other significant vantage points.

(c) Visible portions of the driveway shall minimize the use of paving, and use natural or decorative materials and designs.

(d) Garages shall be architecturally consistent with the residence and enhance the main building's streetscape appearance.

GUIDELINES:

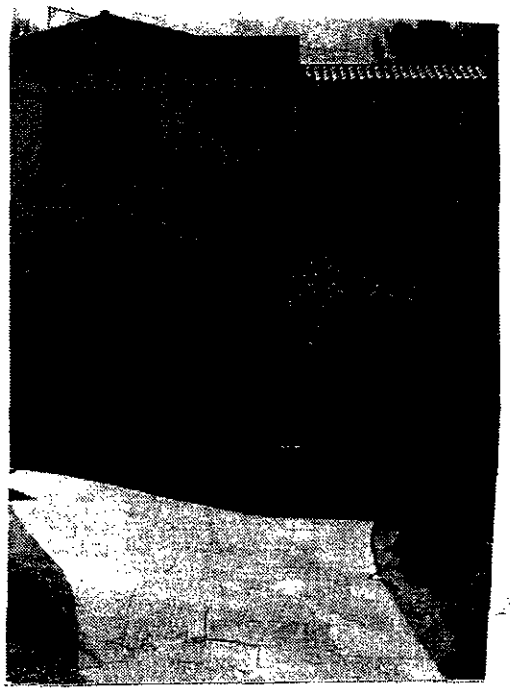
9.1 Where possible, locate garages and parking areas at the side or rear of the property away from public view.

9.2 Consider alternatives such as carports, screened parking (behind retaining walls or earth berms etc.), tandem parking or other techniques that minimize the impact of driveways and garages.

9.3 Consider using pairs of single-car garage doors and other architectural or landscape features, such as an overhead trellis etc. to improve the scale and appearance of street fronting garages.

9.4 Use architectural detailing on garages consistent with the design of the main building.

9.5 Avoid large expanses of concrete or asphalt paving. Where possible, minimize paving by using concrete tire strips (usually 18" maximum width), open grid pavers planted with turf or groundcover, and/or decorative paving materials such as bricks, unit pavers, or stamped, colored and textured concrete.

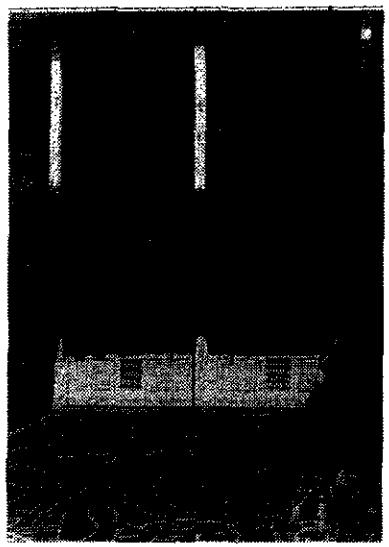


DISCOURAGED

- *Driveways with expansive pavement that overwhelms front yard*

ENCOURAGED EXAMPLES OF DRIVEWAYS AND GARAGES

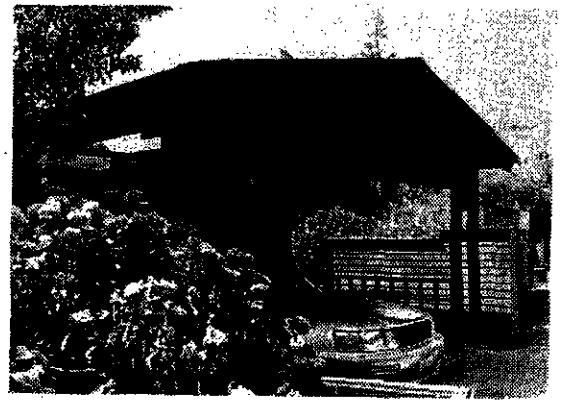
- *An architecturally integrated canopy provides shadow and interest, reducing the impact of the garage*



- *An architecturally detailed double door garage, pavers and landscaping improve the scale and appearance of the house*

- *A single wide garage underneath a projecting upper level and paving strips keep parking subordinate to the house and yard*

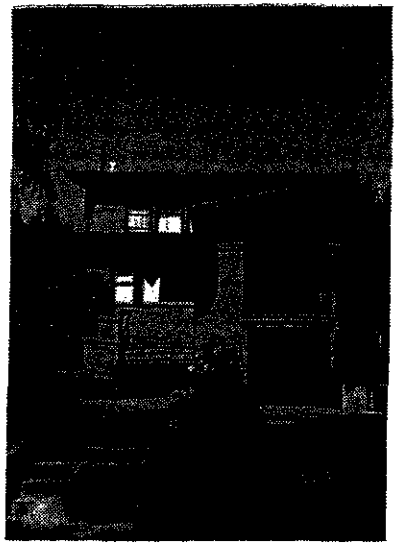
- *A detached two-door garage with entrance gate and roof terrace, exhibits good attention to detail and allows for generous front yard open space and landscaping*



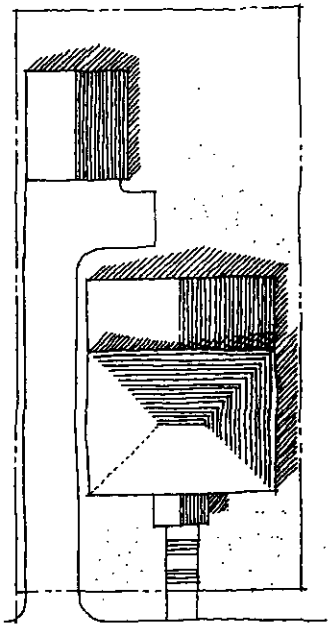
- *A well detailed carport reduces mass at street, provides visual interest and uses landscaping to screen automobiles*

ENCOURAGED EXAMPLES

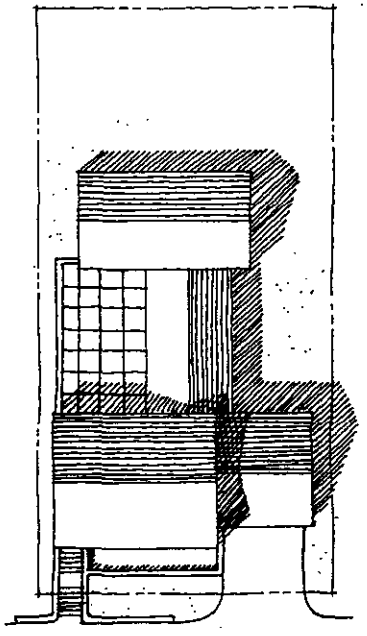
- *Detached garage set into hillside allows for focus to be on front yard*



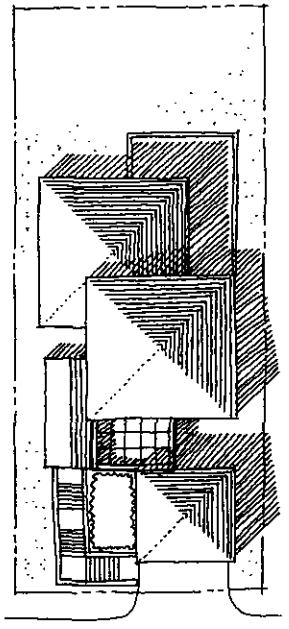
- *Garage under entry porch deemphasizes parking*



- *Garage located at rear of the site*



- *Garage or carport, as an attached wing*

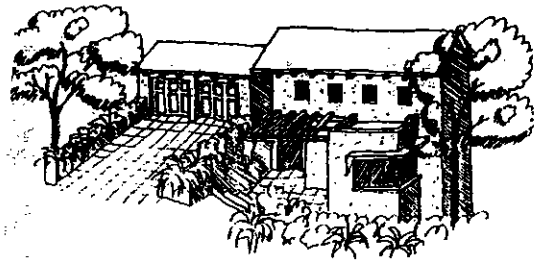


- *Detached garage close to the street, example has upper and lower entries*

Special Guidelines for Hillsides:

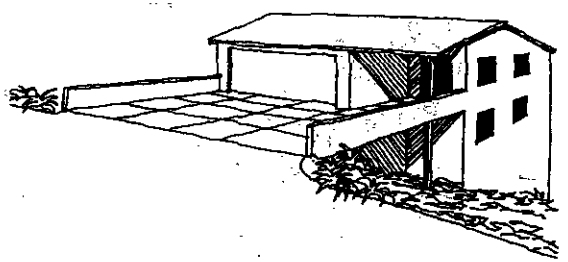
9.6 Consider a partially or fully detached garage on steep up- or down-sloping lots. Also consider a roof level/carport parking solution on steep down-sloping lots.

9.7 On hillsides, mitigate blank skirt walls at the sides of driveway bridges with distinctive guardrail designs, landscaping that will become tall enough within five years to screen the skirt walls, terraced planters with cascading vines, attached exterior stairs, pergolas/trellises, and/or variations in the wall forms and surface treatment.



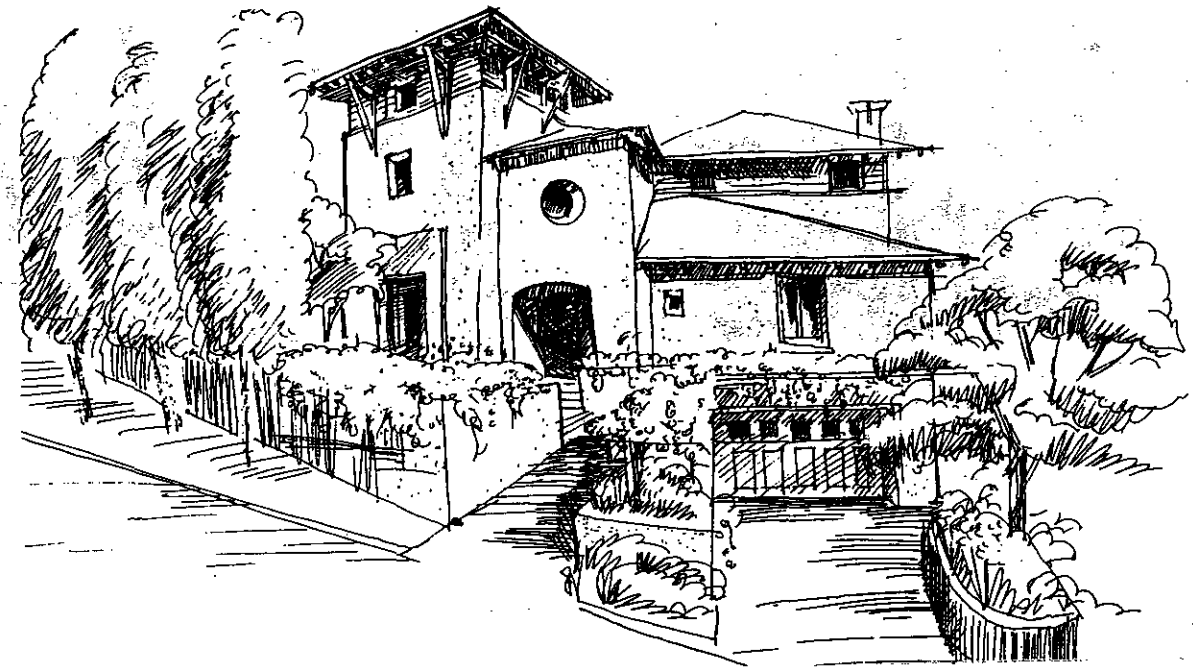
ENCOURAGED

- *Minimal and decorative paving*
- *Attractive garage doors*
- *Planters with cascading vines*

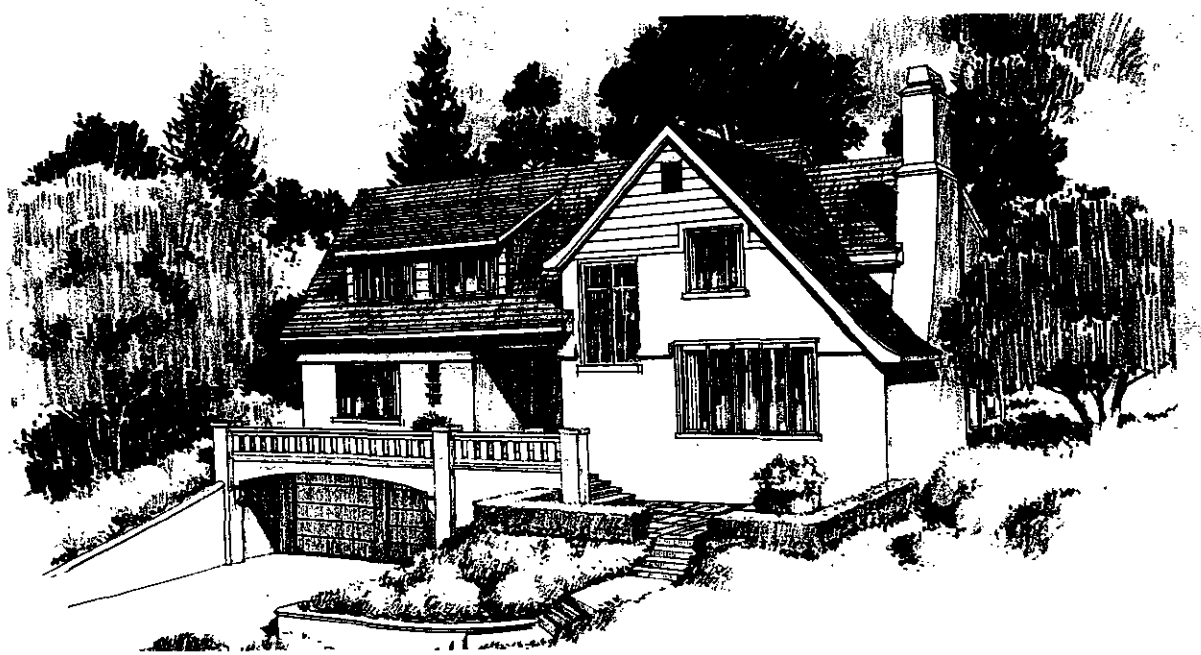


DISCOURAGED

- *Blank, double-wide garage door*
- *Large expanse of concrete dominating front yard*
- *Visible undersides of driveway bridge*



Attractive recessed garage door complemented by planters and trellis



Garage is recessed and below projecting entry deck

CRITERION 10: LANDSCAPING

(a) The proposed landscaping shall complement the building design and the use of open spaces and yards, and provide visual interest and spatial definition to outdoor spaces and visual relief from building masses.

(b) Landscape areas shall be provided wherever possible along property lines and the base of buildings to soften edges.

(c) Fences, retaining walls, exterior stairs, other minor structures and site paving (hardscape) shall be consistent with the building architecture and landscaping and be sensitive to adjacent property conditions and public views.

(d) Street-fronting yards shall be designed to highlight the pedestrian entry.

(e) Water conservation shall be considered in the selection of plant material and irrigation systems.

(f) Fire resistant vegetation shall be used in hill areas. (The booklet "Firescape – Landscaping to Reduce Fire Hazard" published by the East Bay Municipal Utility District is available at the Zoning Counter.)

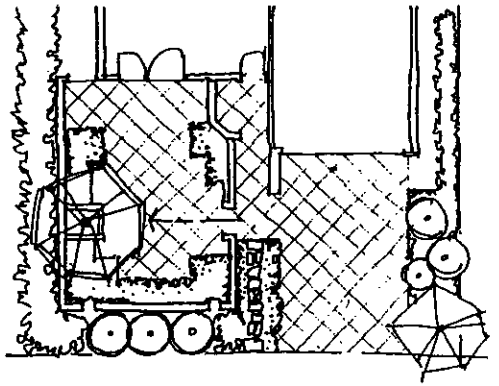
GUIDELINES:

10.1 Use a variety of small and large trees and shrubs, lattice and vines, and other techniques to soften, diffuse, define, or divide wall planes, building masses, or paved areas.

10.2 Design fences, garden walls, arbors, retaining walls, entry gates, guardrails, etc. to be consistent with the building architecture and/or landscape theme. The configuration and design of these elements should also allow views from the street to the house and entry. Give special attention to street-side landscaping and design details of street-fronting fences.

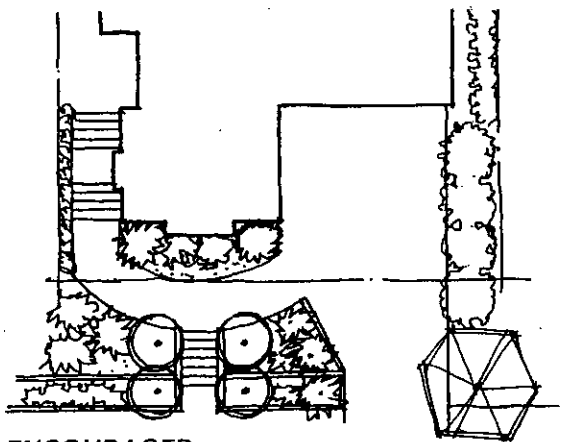
10.3 Use trees and tall shrubs to provide landscape screening between houses.

10.4 Use arbors, trellises, and garden planter boxes etc. to enhance the scale and visual character of wall planes, courtyards and other exterior spaces and larger landscape elements.



ENCOURAGED

- *Landscaping that softens site walls*
- *Variety of plantings*
- *Feature trees in courts and at driveways*
- *Decorative paving*



ENCOURAGED

- *Landscaping and yard design that diminishes the dominance of the driveway*
- *Four trees or similar techniques that highlight entry*

10.5 Provide street trees whenever possible. All street trees must be approved by the City of Oakland Tree Division.

10.6 Use trees, shrubs, and vines to enclose and embellish outdoor spaces such as patios, terraces, courtyards etc. and emphasize site circulation, e.g., a tree-lined entry path.

10.7 Landscape edges of improved public paths with trees, shrubs, vines etc. In addition, public amenities such as benches and arbors are encouraged.

Special Guidelines for Hillsides:

10.8 In hill areas, use irregular plant spacings and plant trees in undulating groups to achieve a grove effect. Especially consider native, fire-resistant species such as coast live oak, etc. Plant shrubs of varying heights and sizes among trees.

10.9 In hill areas, maintain natural topography or use a series of stepped terraces/retaining walls to create grade transitions between the street and the house. Avoid tall retaining walls.

10.10 In the Upper Hill Area, space trees and other vegetation to avoid creating fire ladders. Plant trees 15' from structures where possible.

10.11 In high visibility hillside and canyon areas all graded surfaces should be fully landscaped and the structure buffered by quantities of vegetation beyond the basic landscaping requirements of the Zoning Regulations. Aim for a natural appearance on graded slopes.

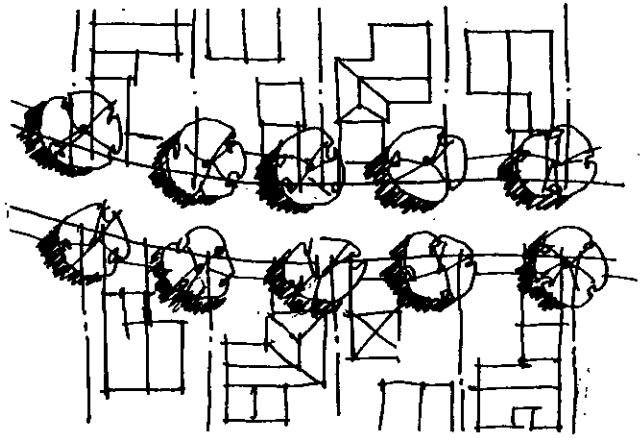
10.12 In hill areas, highlight the entry path by using landscaped courtyards, stepped terraces, colonnades to define space and movement.

10.13 In hill areas, use naturalistic materials such as brick, turf block, unit pavers or other textured or decorative surfaces for walkways etc.

10.14 In hill areas, heavy timber, decorative metal and natural materials such as stone, brick etc. are encouraged to improve fire resistance of site structures.

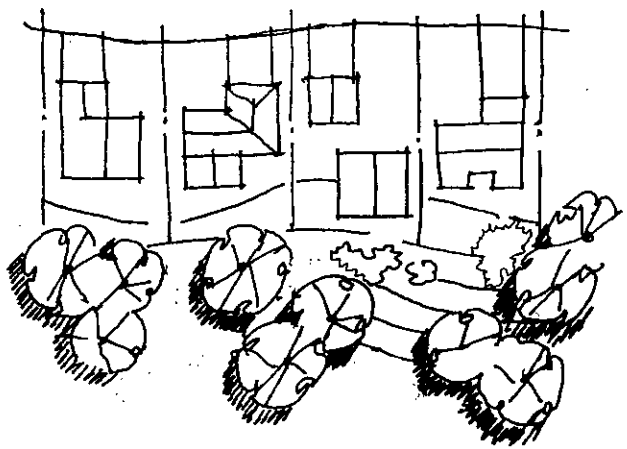
10.15 In hill areas, consider the visual impact on neighborhood appearance and natural hillsides in the siting and design of long fences. Fences should not be dominant visual elements on hillsides. Tall fences around the property perimeter are often discouraged.

See also Criterion 11 (Street Fronting Fences and Freestanding Walls).



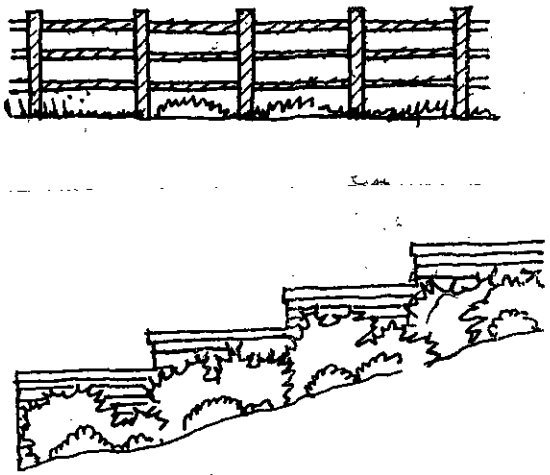
ENCOURAGED

- *Street trees spaced to give continuity to neighborhood and frame the street without touching canopies*



ENCOURAGED

- *Irregularly shaped and adequately spaced groupings of trees on steep hillsides*

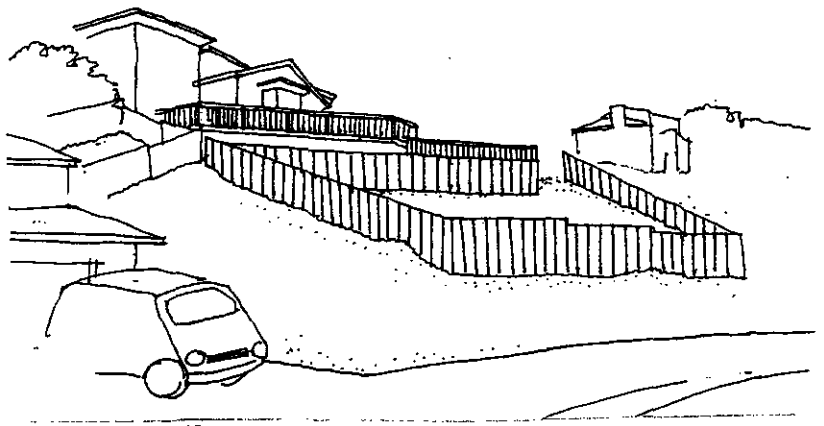


ENCOURAGED

- *Low open fences on visible hillsides (no fencing also encouraged)*
- *Fences that step with topography*

ENCOURAGED

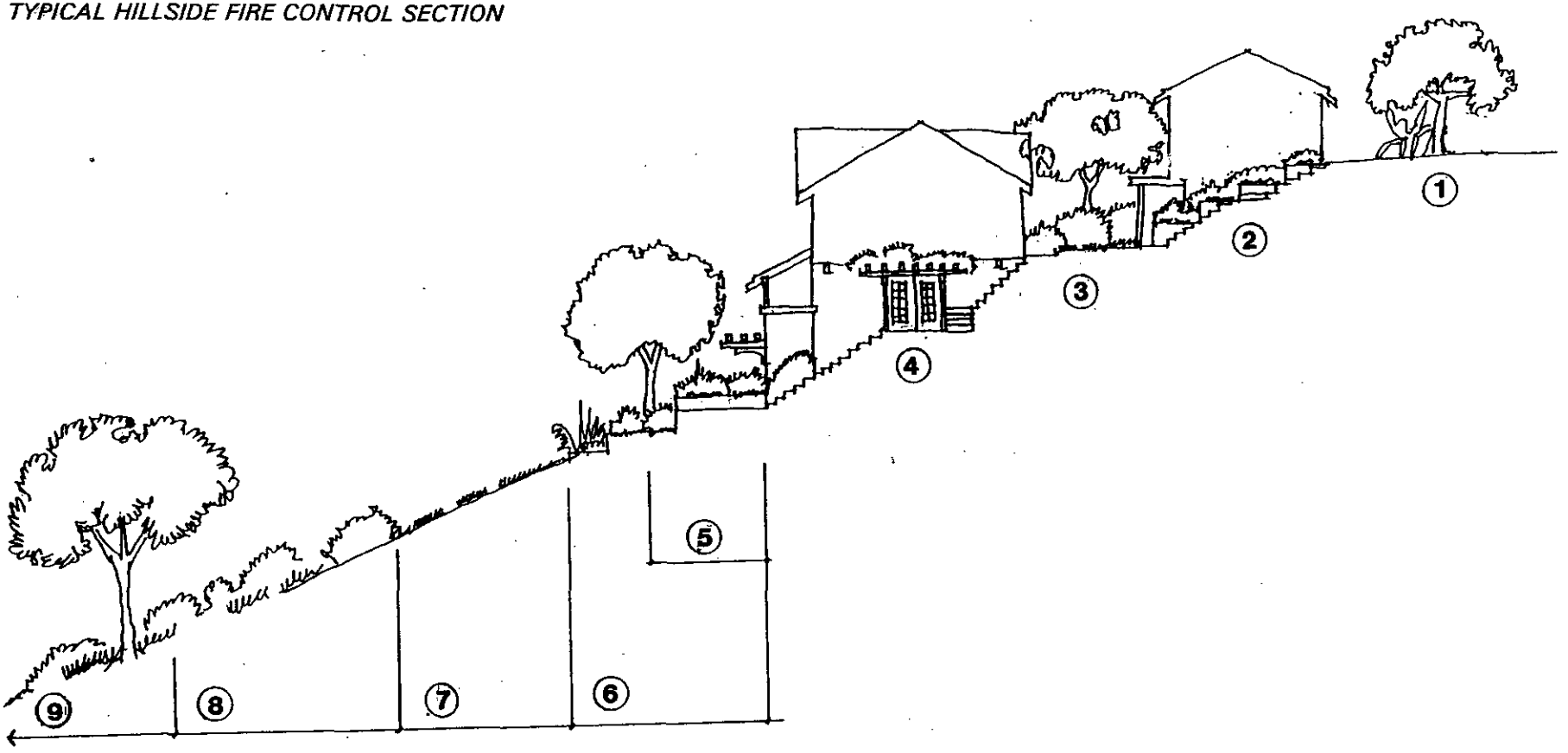
- *Low stepped retaining walls with landscaping*



DISCOURAGED

- *Solid fences along property perimeter on steep visible hillsides and canyon areas*

TYPICAL HILLSIDE FIRE CONTROL SECTION



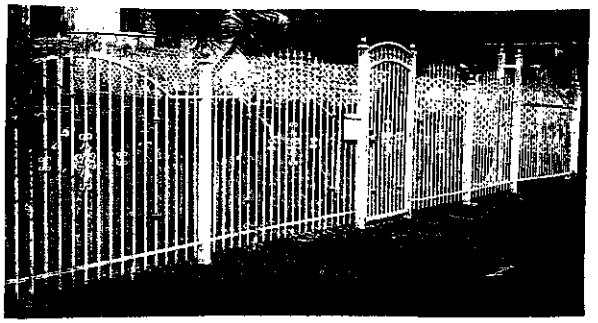
1 *Feature tree*
2 *Landscape and planter at skirt wall*
3 *Controlled ornamental landscape in court yard*
4 *Well maintained trellis and vine at side entry*
5 *Plant major trees, where possible 15 feet from house*
6 *Garden landscaping*
7 *Fuel break zone, low plants up to 18" (plant in non-continuous groupings, keep clear of leaves and brush)*
8 *Transition zone - shrubs ok*
9 *Indigenous planting - trees ok*

Notes:
Drip irrigation system recommended
Trim and thin all vegetation

GUIDELINES:

11.1 A front or street side yard fence/wall should not call attention to itself, but instead focus and direct attention to the residence. Avoid fences/walls in the front or street side yard that are overly dominant features within the streetscape.

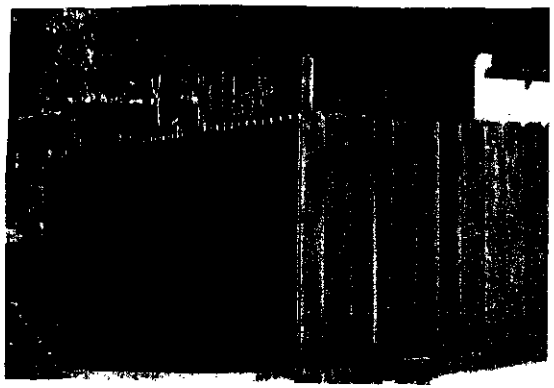
11.2 Use front and street side yard fence/wall designs that complement and are consistent with the architecture of the building. For example, wood fences are usually inconsistent with Mediterranean architecture, but low solid stucco walls or iron picket fences often work well.



11.1 Avoid fences that are overly dominant features within the streetscape.

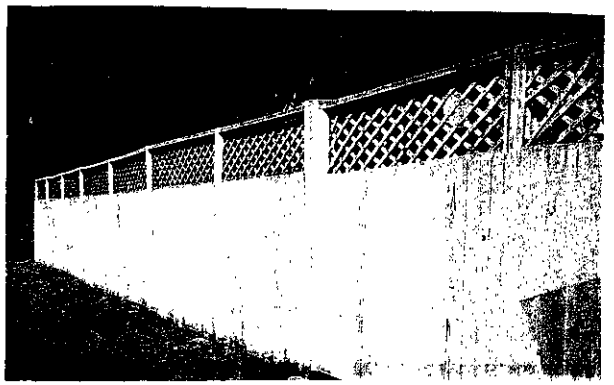
11.2 Use fence/wall designs that complement and are consistent with the architecture of the building.

11.3 Avoid solid wood fences in front and the front portion of street side yards. Portions of fences/walls that are in these yards and taller than 42" should be at least 70% transparent, and the fence/wall as a whole should be at least 60% transparent.



11.3 Avoid solid wood fences in front yards and front portions of street side yards.

11.3 Fences that are taller than the Planning Code's 42" height limit should have an overall transparency of at least 60 percent to provide visibility of the building, promote security within street fronting yards by maintaining public surveillance and avoid walling in the streetscape.

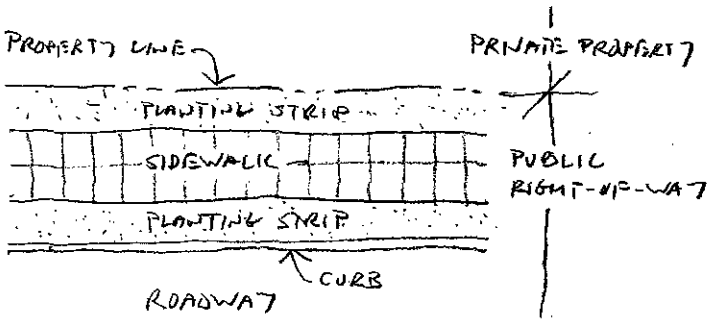


11.3 Avoid fences taller than the Planning Code's 42" height limit that have an overall transparency of less than 60 percent.

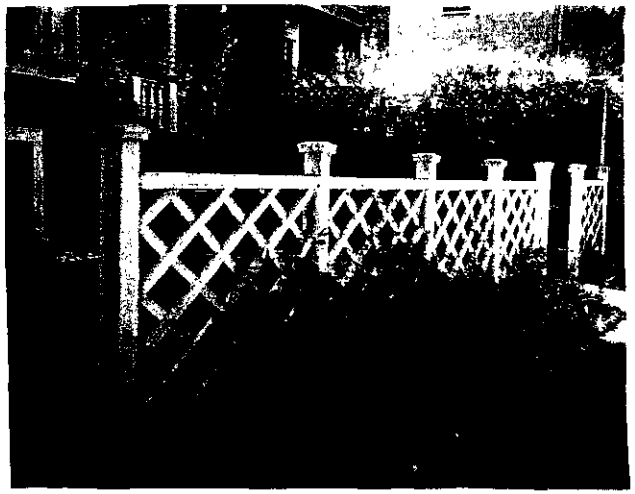
11.4 Maintain a regular rhythm in the fence/wall design. Except for gates and other special situations, the length of fence sections between posts should be as equal as possible. Posts should usually all be the same height, except when the overall fence height changes.

11.5 Design fence/wall entries to give visual prominence to the residence and direct attention to the building entry.

11.6 Set front or street side yard fences/walls out of the public right-of-way and at least 18" back from the edge of the sidewalk. Landscape the unpaved strip between the fence/wall and sidewalk. (Note: Fences/walls that are not set back at least to the lot line are within the public right-of-way and require an encroachment permit. On most streets, the sidewalk does not extend all the way to the lot line, resulting in a strip of unpaved right-of-way often over three feet wide that looks like it is part of the private property.)



TYPICAL SIDEWALK RIGHT-OF-WAY CONFIGURATION

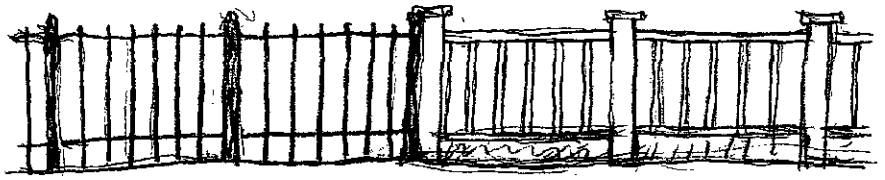


11.6 Set fences/walls out of the public right-of-way and at least 18" back from the sidewalk. Provide landscaping along the base of the fence/wall.

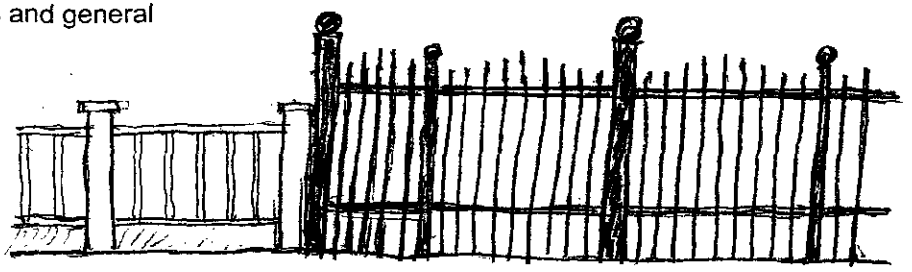
11.7 Whenever possible, maintain the same alignment as other street-fronting fences/walls along the block face. (Note: If all fences/walls were installed along the property line, they would automatically be aligned. However, since many street-fronting fences/walls are constructed within the public right-of way, often illegally, maintaining such alignment will not always be possible.)

11.6 Avoid fences/walls in the public right-of-way.

11.8 Maintain the basic geometric characteristics of any other street fronting fences within the block face, such as overall height (except for existing fences over the Planning Code's 42" height limit and where the new fence will be within the height limit), height of top rails and general rhythm of openings.



Maintaining the basic patterns of existing fences/walls promotes a unified and well-ordered streetscape.



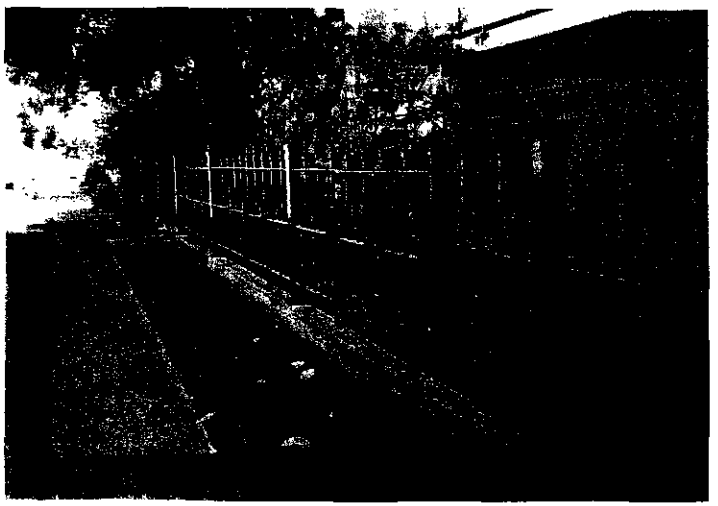
Significant changes from prevailing fence/wall patterns can be disruptive.

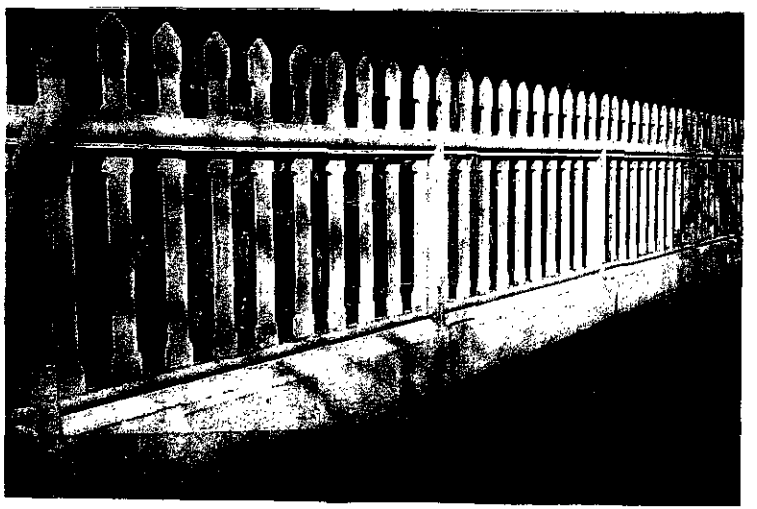
11.9 Use dark colors for metal fences.

11.10 *Street-fronting chain link fences should either have a dark vinyl covering (available colors* are usually dark green or black) or be painted a dark color. They should also be accompanied by climbing vines or other vegetation that will mask their visibility.

11.11 For street fronting fences/walls taller than 42", the required vegetation along the street side base should have an ultimate height of at least one-third of the fence/wall height to reduce the structure's visibility.

11.12 For wood or metal picket front and street side yard fences, consider a solid base up to about one-foot high. This gives a solid architectural quality to the fence and helps relate it better to surrounding buildings.





11.12 Consider a solid base up to about one foot high for wood or metal picket fences.

CRITERION 12: S-10 SCENIC ROUTE COMBINING ZONE

Project design in the S-10 Scenic Route Combining Zone shall be aimed at achieving an atmosphere of harmony with nature. The following design considerations shall be given special attention:

1. ***Materials and architectural appointments;***
2. ***Colors;***
3. ***Landscaping;***
4. ***Building mass and siting.***

*(**Note:** This section is based on the S-10 Scenic Route Combining Zone Guidelines for Development and Evaluation, adopted by City Planning Commission September 19, 1973 and amended September 24, 1975)*

INTRODUCTION:

The S-10 Zone is intended to create, preserve, and enhance areas where hillside terrain, wooded canyons and ridges, and fine vistas or panoramas of Oakland, neighboring areas, or the Bay can be seen from the road. The zone requires design review for all construction and changes of exterior appearance. It prohibits driveway access to Grizzly Peak Boulevard, Skyline Boulevard, Tunnel Road, and Shepherd Canyon Road, unless a Conditional Use Permit is granted. Along Grizzly Peak, Skyline, and Tunnel, it imposes a special height provision on downslope lots. Within the area covered by the Shepherd Canyon Corridor Plan, S-10 requires a Use Permit for all subdivisions and lot line changes, and also provides a procedure to waive or reduce lot area and certain other requirements. (See Planning Code Chapter 17.90 for the complete S-10 zoning text.)

Design Review should ensure that when man-made structures are introduced along the scenic route they are sensitively related to the natural setting and that special consideration has been given to their setting and design.

To facilitate siting and design of buildings, sensitively related to the natural setting, applications for design review of proposed development in the S-10 Zone should be accompanied by a Soils Report where suggested by the Office of Public Works.

Site plans should, in addition to normal siting, boundary and topographical information, show: (1) location of the paved portion of the public street adjoining the subject property; and (2) location, type, and size of the live trees on the property. Size is to be determined by measuring the diameter of the main trunk at a point four feet above the ground.

GUIDELINES:

12.1 Materials and Architectural Appointments.

(a) Natural building materials, such as brick, stone, masonry, or wood, should be emphasized in the design of the exterior.

(b) Uneven textures should predominate.

12.2 Colors.

(a) Preference should be given to "earth" colors, such as olive, ochre, sienna, gray, gray-green, gray-blue, etc. although warm colors may be appropriate in small accessory treatment, or as design counterpoints.

12.3 Landscaping.

(a) Preference should be given to planting and encouraging the growth of desirable low-combustion plant types found in the area. Contrived, non-native landscaping, such as cactus gardens, brightly colored gravel, extreme plant shaping, etc., are inappropriate.

(b) Wherever removal of large live trees is necessary, they shall be replaced by planting, prior to building occupancy, of trees elsewhere on the property within view from the road.

12.4 Building Mass and Siting.

(a) Foundations should be stepped to reflect the natural slope of the terrain. Excessive support members or mechanical systems should be covered or screened.

(b) Large flat building planes should be avoided. The spatial arrangement of the building - including roof overhangs, for instance - should be used to achieve alternating light and dark building surfaces which will blend with similar contrasts found in the surrounding natural vegetation.

(c) Rooflines and roof surfaces should be an important part of the building design. Sloped roofs should reflect the natural slope of the terrain. Flat roofs should be developed as open space, or as gardens serving nearby living space.

(d) (For restrictions on the height of rooflines for buildings along Grizzly Peak Boulevard, Skyline Boulevard, or Tunnel Road, see Section 17.90.070 of the S-10 Zoning text.)

(e) (For requirements on the siting of driveways, see Section 17.90.040 of the S-10 Zoning text.)

(f) In the Shepherd Canyon Corridor, structures should be clustered or otherwise sited so as to maximize the conservation of those open portions of the property which are visually, recreational, or ecologically valuable or which pose topographical, geological, or hydrological hazards or problems. (See Sections 17.90.060 and 17.90.080 of the S-10 Zoning text, and the 'Illustrative Future Land Use Map' in the Shepherd Canyon Corridor Plan.) Every reasonable effort should be made to maximize the quantity, quality, and continuity of the open space along Shepherd Canyon Road.

12.5 Accessory Equipment.

(a) Television or radio antennas should be placed so they are not silhouetted against the view, preferably not mounted on the roof.

(b) Fencing placed near the street should be of a height to allow for view; on downslope lots, fences should not violate the special height provisions for the S-10 Zone.

(c) Swimming pools and equipment sheds should not be placed in the front yard area.

APPENDIX A: PROJECTS EXEMPT FROM DESIGN REVIEW: STANDARDS FOR DETERMINING WHETHER AN ADDITION OR EXTERIOR ALTERATION "MATCHES" THE EXISTING BUILDING.

A project will be **exempt** from Design Review if it meets the thresholds established in the applicable zoning section and it "**matches**" the existing building in terms of **all** of the following standards (as described in detail in the next section):

a. Windows (type, proportions, materials, trim, and composition);
b. Siding;
c. Roof (shape, form and materials);
d. Scale and proportions;
e. Style and character;
f. Eaves and overhangs;
g. Decorative elements.

Note: Projects that are exempt from Design Review must have their exempt status verified by the Planning Department prior to building permit application.

Standards for Determining Whether an Addition or Exterior Alteration "Matches" the Existing Building

In order for an addition or exterior alteration to be exempt from Design Review, it must "match" the existing building as described in the following standards. Note that projects that are not exempt from Design Review may, but are not necessarily required to, conform to these standards also.

1. Windows:
Windows are important elements in the composition of architectural elevations. In most cases, it is desirable to maintain consistency in window design. A façade of varied window types, proportions or materials, if not carefully designed, can easily end up looking unbalanced or poorly composed. Often windows incorporate detail found in other façade elements or proportions similar to those of the building as a whole. Through this practice, an overall balance and integration of forms and proportions can be achieved. With this in mind, new windows should match those existing in terms of type, proportions, materials, trim, and composition, and should conform as closely as possible to the appearance of existing windows.

Often windows on the front façade are given special treatment. Therefore, if windows are to be added on the front façade, and there is a difference between the design and treatment of existing front-facing windows and those on other parts of the building, then the new windows should conform to those on the front wherever feasible and appropriate.

A. Note the predominate window type used in the existing structure (or on the front façade): casement, fixed, double-hung (sash), horizontal sliding, Venetian (Palladian), or other. If windows contain mullions creating individual panes or lights, note the number, proportions and configuration of lights. If there is a consistent use of one (or more) window types(s), then additional windows should be of the same type(s).

B. Note the predominate window proportions used in the existing structure (or on the front façade): square, rectangular or arched; horizontal or vertical; or other. If there is a consistent use of windows of substantially similar proportions, then additional windows should be of similar proportions.

C. Note the predominate window material(s) used in the existing structure (or on the front façade): wood, aluminum or other. If there is a consistency in window material(s), then additional windows should be of the same material(s). Note that if, in the opinion of the Design reviewer, the detailing and treatment of the new windows conform in appearance to these of the existing building, this criterion will be determined to have been met.

D. Note the predominate trim design: painted wood 1x3's, 1x4's or similar; painted wood trim incorporating projecting sills and headers; trim incorporating classical columns, colonettes, pilasters, window shields, keystones, garlands, patera, fluting or other architectural features; or other. If there is a consistent use of a particular trim design, then additional windows should incorporate a similar trim design. Note that proportional reproductions may be allowed if, in the opinion of the Design Reviewer, they will be consistent in appearance with that of the existing building.

E. Note the predominate window composition: vertical windows grouped in pairs, narrow vertical windows flanking a larger vertical or square window (e.g. bay or Palladian windows), long horizontal series of windows (e.g. band windows), windows with fanlights or transoms above, windows centered under gables, or other. If there is a consistency in window groupings or composition, then additional windows should be grouped or composed similarly.

2. Siding:

Siding can be used to unify a building composition, to help reduce scale or perceived bulk, and/or to differentiate different building parts or individual dwelling units. Sometimes different siding is used to strengthen a building's base, to lighten the uppermost parts of a building, to articulate floor levels or window bands, or to emphasize an entrance. Care should be taken, however, that treatments are employed consistently and that they harmonize with adjacent treatments. When a variety of treatments are to be used, their selection and placement should be governed by a strong design rationale in order to avoid the appearance of a piecemeal application.

With this in mind, new siding should match the existing in terms of treatment (e.g. material; color; texture; orientation or pattern; and size, width and/or spacing of units) and should conform as closely as possible to the appearance of the existing building.

A. Note the existing siding material: dimensional lumber, board and batten, wood shingles, stucco, brick, stone, pre-cast concrete masonry units, pressed hardboard resembling wood siding, glass or other. If siding is unpainted or stained wood, note variety: cedar, redwood, oak, pine, or other.

B. Note the color pattern used on the existing building.

C. Note the siding texture(s): smooth, rock-faced or vermiculated, plain or rusticated, polished or rough, glossy or matte, fine or course, striated, swirled, or other.

D. Note the siding orientation, pattern or type (if applicable): vertical, horizontal, or diagonal (dimensional lumber) square butt, sawtooth, octagon, diamond, fishscale, or chisel (shingles); coursed or uncoursed rubble or bonded or random ashlar (masonry); drop, bevel, clapboard, or board and batten (wood); Flemish or American bond (brick); or other.

E. Note the size, width, or spacing of siding units (if applicable).

F. If more than one material, color, texture, orientation, pattern, type, size, width, or spacing exists, note their respective locations on the building and their relationship to one another. Identify the predominate siding characteristics for each part of the building: the base, first floor, second floor, attic, entrance, trim, accents, and other. If there is a consistent use of a particular treatment on a particular building part, then new siding on a similar part should share that treatment.

3. Roof:

The design of a building's roof determines a building's basic form and its profile against the sky. The various massing elements of a building can be successfully integrated through the use of similar roof designs. Often the main roof design is repeated in the design of minor roof elements over wings, entryways and dormers. Elements with roofs that vary substantially from the design of the main roof run the risk of appearing tacked-on.

With this in mind, new roofing should match the existing in terms of shape, form, and materials and should conform as closely as possible to the appearance of the existing roof.

A. Note the predominate roof shape: gable, hip, mansard, gambrel, shed, flat, or other.

B. Note the predominate roof form: steeply sloped, moderately sloped, shallowly sloped, flat, or other.

C. Note the predominate roof material: wood shingles (or shake), asphalt shingles, brick tile, pre-pre-cast units, metal, or other. Note that if, in the opinion of the Design Reviewer, the proposed roof material conforms in appearance to that of the existing building, this criterion will be determined to have been met.

4. Scale and Proportion:
Architectural balance and integration can also be achieved through the incorporation of similarly sized and shaped elements.

With this in mind, additions and alterations should match the existing in terms of scale and proportions.

A. Note height of building, arrangement of masses, shape and form of roof, location of setbacks, width of bays, extent of wall and roof planes, size and placement of major façade elements (e.g. porches, bays, dormers, balconies and other recesses and projections), and continuity of vertical and horizontal lines.

5. Style and Character:
Architectural style refers to a building's look or character and results from the consistent use of a rationally-selected combination of architectural treatments, forms and details. Successful building design often owes itself to a strong consistency in character. If the character of a building is not consistently maintained, or if ornament is not rationally applied, a building which lacks architectural integrity and unity may result.

With this in mind, additions and alterations should match the existing in terms of style and character.

A. Note the predominate architectural style of the existing structure (e.g. Mission Revival, New England or Georgian Colonial Revival, Mediterranean Revival, Victorian, Italianate, Stick, Eastlake, Craftsman or Shingle, Queen Anne, Bungalow, Prairie, International, or other) by identifying the elements which lend the building its character: building form, material, treatment, texture, detailing, ornament, and design and composition of architectural elements such as columns, pilasters, pediments, cornices, friezes, molding, soffits, brackets, fascias, roofs, windows, doors, porches, porticos, banisters, and balustrades. Whenever any of these devices are consistently employed in the existing building, their use should be continued in the addition or alteration wherever feasible and appropriate.

B. Note that different materials or proportional reproductions may be allowed if, in the opinion of the Design Reviewer, they will be consistent in appearance with that of the existing building.

6. Eaves and Overhangs:
One of the most important considerations in the design of a house involves the edge condition where the exterior wall and roof planes meet. Scale, style and sense of protection and enclosure all are affected by the roof's configuration relative to the walls below. Employed consistently, the design of eaves and overhangs can also act as unifying elements and may be used to provide desirable shadows creating interest on and relief from blank, unbroken wall planes.

With this in mind, additions and alterations should match the existing in the design of eaves and overhangs.

A. Note distance of overhang and design and composition of purlins, rafters, brackets, soffits, cornices, and/or fascia.

7. Decorative Elements:
Well composed and unified architectural designs are often marked by a consistency in placement; pattern (or rhythm), and design of decorative elements. Even the most ornate designs usually rely on a limited number of decorative elements used repeatedly in original or slightly adapted form. Piecemeal embellishments applied with no rationale on the one hand and flat unadorned additions which fail to reproduce the richness of the original design on the other should be avoided.

With this in mind, additions and alterations should match the existing in terms of use of decorative elements wherever feasible and appropriate.

A. Note design and composition of columns, capitals, colonettes, pilasters, cresting, brackets, panels, keystones, fanlights, sunbursts, garlands, dentils, scrolls, patera, festoons, fluting, friezes, pediments, banisters, balustrades, and the like.

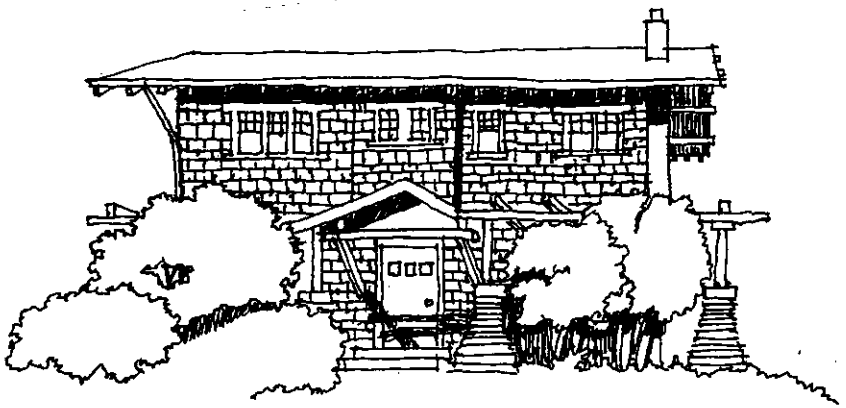
B. Note that different materials or proportional reproductions may be allowed if, in the opinion of the Design Reviewer, they will be consistent in appearance with that of the existing building.

Mediterranean Style (1920 - 1930)

- *An additive composition of masses which are related in form but vary in size*
- *Relatively shallow roof pitches*
- *Light colored stucco, terra cotta roof tiles*
- *Use of decorative hand painted tile near important places like the entrance*
- *Use of "tropical" vegetation around house*
- *Use of decorative ironwork (gate) and decorative woodwork (balcony)*
- *Attic space vented with terra cotta castings*

Prairie School Style (1910 - 1925)

- *Based on Frank Lloyd Wright Prairie Style*
- *Low pitch or flat roof with eave*
- *Main volume with lower wings/porches*
- *Detail emphasizing horizontal lines*
- *Massive square porch supports*
- *Horizontally grouped windows often recessed or with thick casements and decorative muntin designs*
- *Stucco*

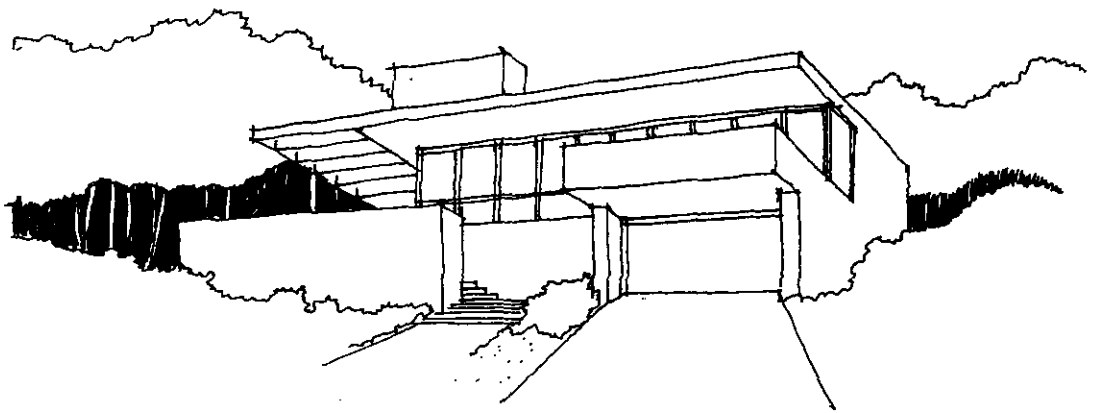


Craftsman Style (1905 - 1930)

- *Low pitch gable roof with deep eaves*
- *Exposed timber and wood joinery for rafters, brace supports and beams*
- *Trellis or porch at entry*
- *Battered (sloped) or stone skirt walls*
- *Stucco or wood shingle siding*
- *Windows taller than wide, with transoms and grouped horizontally*

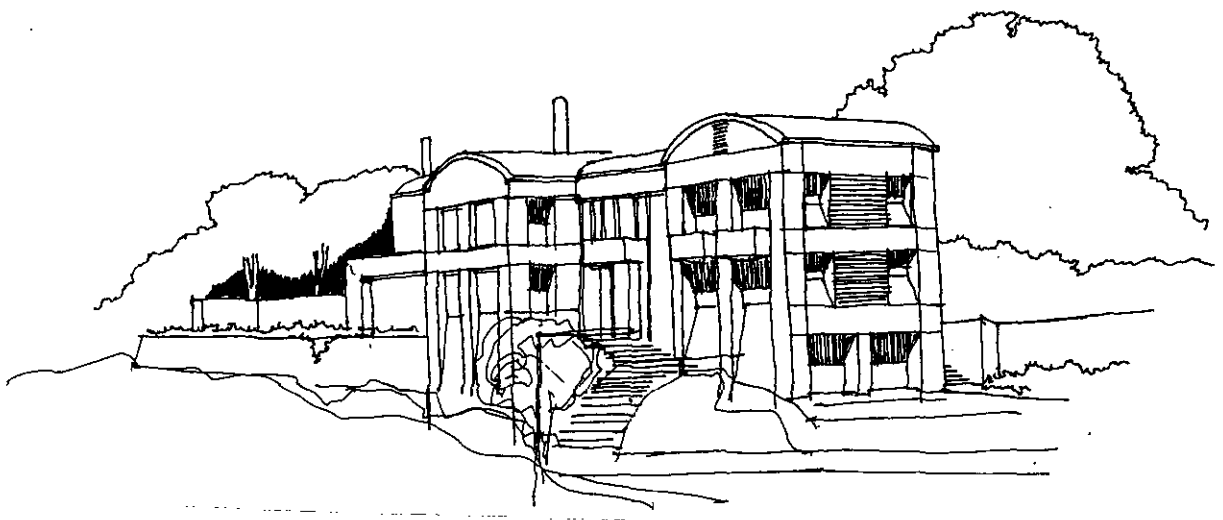
Period/French Style (1920-1935)

- *Steeply pitched gable and peaked roofs in slate or composition shingle*
- *Flat, round and steep arches*
- *Rough stucco and decorative stone, brick or wood*
- *Vines growing on face of house*
- *"Tropical" vegetation around house*
- *Large muntin divided windows*
- *Other styles within this category are English Tudor and European eclectic*



International Style

- *Emphasis on vertical and horizontal planes including freestanding walls and cantilevered roofs and terraces*
- *Floor to ceiling windows*
- *Windows, usually metal casements, in horizontal bands*
- *Flat roofs often without coping*
- *Smooth, unornamented wall surface*
- *Lack of decorative details*
- *Dynamic asymmetrical facades*



Eclectic Modern

- *Joinery used as decorative detailing*
- *Often a composition of several simple or complex geometric forms*
- *Contrasting materials, textures and colors*
- *Distinctive window shapes and placements*

DESIGN BIBLIOGRAPHY

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Architecture (National Journal of the American Institute of Architects), Progressive Architecture, and Architectural Record
See annual Issues on Houses, review of contemporary architecture.

GA Houses (Global Architecture)
GA Houses 1 through 30 +, review of notable designs.

BOOKS:

Architecture: Form, Space and Order, Francis D.K. Ching
Thoroughly illustrated review of architectural principles.

Field Guide to American Houses, Virginia and Lee McAlester
Illustrations and pictures of historic/period styles.

The Good House, Jacobsen, Silverstein, Winslow
Information and illustrations on design process.

OTHER:

Community Voices: A Resource Guide for Rebuilding, C.E.D.A.T. (Sponsored by The East Bay Chapter, American Institute of Architects)
Information on pre-fire neighborhoods and design recommendations.

Claremont Pines Design Guidelines, Claremont Pines Design Guidelines Committee
Adopted Guidelines for Claremont Pines Neighborhood.

"Firescape – Landscaping to Reduce Fire Hazard," East Bay Municipal Utility District
Adopted guidelines for fire resistive landscaping.

Sunset Publications
Guide book series on home and yard design, New Western Garden Book.