

CENTRAL CITY
Site Plan and Design Review Guidelines Checklist

Applicant's Name: _____ **Phone:** _____
Project Address: _____ **Email:** _____

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

SECTION 1: SITE PLANNING

A. PLACEMAKING

- Create clearly defined spaces that satisfy gathering and privacy needs of people at various scales appropriate to the role of the project in the community.

Comments / Deviations:

Staff Comments:

B. LOCATION OF STRUCTURES

- Locate structures to create usable outdoor places and continuity of desirable characteristics of adjoining structures along the street face.

Comments / Deviations:

Staff Comments:

C. RESIDENTIAL PRIVATE OPEN SPACE

- Where consistent with the design concept provide usable outdoor open space designed for the exclusive use of the dwelling unit at grade or in the form of a porch for upper story dwellings.

Comments / Deviations:

Staff Comments:

D. PUBLIC AND SEMI-PUBLIC OPEN SPACE

- Design common open spaces to support placemaking needs of the project.

Comments / Deviations:

Staff Comments:

E. ENTRIES

Provide clearly defined site and building entries that are in scale with the proposed project, and that relate directly to the street frontage(s).

Comments / Deviations:

Staff Comments:

F. PEDESTRIAN EDGES

Provide pedestrians with the greatest possible sense of safety, comfort, aesthetic pleasure, and connection to building activities at edges where structures adjoin the public area, and along internal circulation of the project.

Comments / Deviations:

Staff Comments:

G. GARAGES / PARKING / DRIVEWAYS / SERVICE ACCESS

Design garages, parking areas, driveways, and service access to minimize their impact on pedestrians and diminish visibility from the street.

Comments / Deviations:

Staff Comments:

H. OBSERVATION / VISIBILITY

Design projects to build in safety with maximum visibility and opportunity for observation, as well as ensuring adequate sight distance in circulation systems.

Comments / Deviations:

Staff Comments:

SECTION 2: SITE DESIGN

A. URBAN PLANTING

Support placemaking goals by providing plantings which complement and are consistent with surroundings and provide a pedestrian-friendly environment.

Comments / Deviations:

Staff Comments:

B. SOFTSCAPE

- Incorporate landscaping that includes a variety of trees, shrubs and other plantings appropriate to Sacramento.

Comments / Deviations:

Staff Comments:

C. PAVING / HARDSCAPE

- Support placemaking goals and the project design concept with paving and hardscape materials selected to best complement materials, textures, and color of proposed structures, and to enhance the proposed landscaping.

Comments / Deviations:

Staff Comments:

D. PRESERVATION OF TREES / STREET TREES

- Retain existing street trees and trees on sites that have been determined to be of significant value in contributing to the final landscape design.

Comments / Deviations:

Staff Comments:

E. FENCES / WALLS

- Support placemaking goals with fences and walls that reflect the style, materials, colors, and architectural character of the building and site.

Comments / Deviations:

Staff Comments:

F. IRRIGATION

- Provide an automatic irrigation system that is appropriate for the species and conditions in landscaped areas.

Comments / Deviations:

Staff Comments:

G. SITE FURNISHINGS

- Support placemaking goals by utilizing site and street furniture of a design, material, and color that best complements the proposed structure and landscaping concept.

Comments / Deviations:

Staff Comments:

H. BICYCLE PARKING / STORAGE

- Provide and locate bicycle parking and storage that is convenient for the bicyclist and has surveillance from the users of the building.

Comments / Deviations:

Staff Comments:

SECTION 3: BUILDING CHARACTER AND QUALITY

A. DESIGN CONCEPT

- Provide a coherent design concept appropriate in scale, consistent with the palette of materials, textures, and colors, and achieving continuity on all faces.

Comments / Deviations:

Staff Comments:

B. RELATIONSHIP TO SURROUNDINGS

- Reinforce the importance and continuity of public spaces (streets, plazas, etc.) by harmonizing with other neighboring structures.

Comments / Deviations:

Staff Comments:

C. SCALE / HEIGHT / MASSING

- Make a building or group of buildings compatible with its surroundings through the 1) Rhythm of spaces between buildings, 2) Building scale, mass, and setbacks, 3) Building orientation and relation to the street, and 4) Continuity of storefront on commercial streets.

Comments / Deviations:

Staff Comments:

D. LEVEL OF DETAIL AND ARTICULATION

- Incorporate the scale and level of detail that is typical of well designed buildings in the surrounding area.

Comments / Deviations:

Staff Comments:

E. INTEGRATE CORPORATE IDENTITY

- Make corporate identity secondary in the design of projects, and consistent with the architecture of the surrounding community.

Comments / Deviations:

Staff Comments:

F. EXPRESSION OF FUNCTION

- Express the function inside and outside of buildings through articulation of volume, fenestration, details, textures, colors, or other means.

Comments / Deviations:

Staff Comments:

G. QUALITY OF DESIGN AND DETAILING

- Provide a high quality of craftsmanship and permanence expressed through design and detailing.

Comments / Deviations:

Staff Comments:

H. MATERIALS / TEXTURES / COLORS

- Incorporate complementary materials of the highest quality, with material textures and colors selected to further articulate the building design.

Comments / Deviations:

Staff Comments:

SECTION 3: LIGHTING

A. COMPATIBILITY WITH PROJECT DESIGN

- Provide exterior site and building lighting with proposed light fixture scale, design, and color selected to best complement the character and design of the project.

Comments / Deviations:

Staff Comments:

B. SITE LIGHTING

- Provide site lighting with a scale, design, and color that best complements the character and design of the adjacent structure and supports Placemaking goals.

Comments / Deviations:

Staff Comments:

SECTION 4: SIGNAGE

A. ADDRESSES

- Provide commercial and residential addresses that are clearly readable from the street and illuminated.

Comments / Deviations:

Staff Comments:

B. PEDESTRIAN ORIENTATION

- Orient all signage to the pedestrian.

Comments / Deviations:

Staff Comments:

C. QUALITY DESIGN AND CONSTRUCTION

- Integrate signs of high quality materials consistent with the design of the project.

Comments / Deviations:

Staff Comments:

SECTION 5: EQUIPMENT, UTILITIES, AND SERVICE ACCESS

A. INTEGRATION

- Integrate into the design of the project as much as possible the mechanical, irrigation, plumbing, electric, antenna, solar devices, louvres, trash enclosures and other equipment.

Comments / Deviations:

Staff Comments:

B. NOISE AND ODOR

- Service, storage, trash, and loading functions should not be located in a position so as to negatively impact adjacent properties.

Comments / Deviations:

Staff Comments:

C. SERVICE ACCESS

- Locate and design loading facilities and other service access requirements for the project in a manner that does not diminish the safety and comfort of pedestrians or bicyclists.

Comments / Deviations:

Staff Comments:

D. SCREENING

- When integration is not possible, screen mechanical, irrigation, plumbing, electrical, antenna, solar devices, louvres, trash enclosures and other equipment from view.

Comments / Deviations:

Staff Comments:

SECTION 6: ENERGY EFFICIENCY

- A.** Incorporate practical energy efficient strategies in the project design.

Comments / Deviations:

Staff Comments:

SECTION 7: MODIFICATION TO EXISTING STRUCTURES

A. MODIFICATIONS TO PERIOD STRUCTURES (NON-LISTED)

- Provide additions, renovations and repairs based on the best characteristics of the many older structures on the City's Official Register of Historic Structures or of those structures for which design characteristics are equal even though they are not on the City's Official Register.

Comments / Deviations:

Staff Comments:

B. GENERAL MODIFICATIONS TO STRUCTURES

- Support the placemaking principles of these guidelines in additions, renovations, and repairs where feasible and utilize a design concept that will enhance desirable characteristics of the structure and neighborhood.

Comments / Deviations:

Staff Comments:

C. DESIGN ELEMENTS

- Retain high quality traditional design elements when adding to, renovating, or repairing existing structures.

Comments / Deviations:

Staff Comments:

D. ADAPTIVE REUSE

- When converting buildings to other uses, maintain and merge the character of the original building with changes that communicate the new use and that reinforce the placemaking principles.

Comments / Deviations:

Staff Comments:

SECTION 8: MIXED USE STRUCTURES

A. ARTICULATION OF USES

- Provide additions, renovations and repairs based on the best characteristics of the many older structures on the City's Official Register of Historic Structures or of those structures for which design characteristics are equal even though they are not on the City's Official Register.

Comments / Deviations:

Staff Comments:

B. UTILITIES / SERVICES / ACOUSTICS

- Support the placemaking principles of these guidelines in additions, renovations, and repairs where feasible and utilize a design concept that will enhance desirable characteristics of the structure and neighborhood.

Comments / Deviations:

Staff Comments:

SECTION 9: SPECIAL USE STRUCTURES

- A. Include clearly defined and inviting entrances along commercial streets and create a sense of permanence and civic presence.

Comments / Deviations:

Staff Comments:

SECTION 10: ALLEY DEVELOPMENT

- A. Encourage pedestrian use of alleys by providing protective devices that discourage cars from entering the alley, private lighting that illuminates the alley, and by maximizing the number of entries, porches and windows that face the alley.

Comments / Deviations:

Staff Comments:

SECTION 11: ACCESSORY STRUCTURES

- A. Support the sense of unity of the project by designing accessory structures that are architecturally compatible with existing structures through character, form, or materials. Avoid locating accessory structures on the streetscape if they are non-habitable uses.

Comments / Deviations:

Staff Comments:

SECTION 12: OUTDOOR CAFES

- A. Design outdoor/sidewalk cafes with elements that complement the design and character of adjacent structures, and that enhance the existing streetscape.

Comments / Deviations:

Staff Comments:

SECTION 13: FLOOD-RESISTANT DESIGN IN REVIEW DISTRICTS

- A. Use water-resistant exterior material that complements the rest of the building on lower portions of structures.

Comments / Deviations:

Staff Comments:

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

Applicant's Signature: _____ **Date:** _____

Name of Applicant (Print Name) _____

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Counter Staff (Print Name): _____