

**Single-Unit Dwelling and Duplex Dwelling Design Guidelines**  
Site Plan and Design Review Guidelines Checklist

**Applicant's Name:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Project Address:** \_\_\_\_\_

**Email:** \_\_\_\_\_

The following checklist is a summary of the Single-Unit Dwelling and Duplex Dwelling Design Guidelines. Please review the complete list of guidelines in the full document (<https://www.cityofsacramento.org/Community-Development/Resources/Online-Library/Design-Guidelines>). Applicant shall fill out the design guidelines checklist for all guidelines applicable to the project. Check the box if the project meets the guidelines and indicate in the comments how the guidelines are 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.

**Site Design**

**1. SETBACKS/ORIENTATION**

- The front setback and the placement of the home on the lot should consider the prevailing setbacks of adjacent homes and the overall composition should contribute to established rhythms and design character of the streetscape.
- Orient homes toward front of lot to encourage visual relationship with street.
  - Home and front entries should face street; front setback should be no more and no less than that of existing homes on block. The nearest two adjacent front setbacks shall be shown on the site plan.
  - Infill construction footprints should be parallel to lot lines; should not be placed at odd angles.
  - Locate new structures on property to maintain access to light and air circulation; respect privacy of existing private open private spaces.

Comments/Deviations:

Staff Comment:

**2. SCALE/MASS**

**Infill Construction and Remodels**

Consider the compatibility of new construction (infill or remodel) with the overall scale, mass, setbacks, and rhythm of other adjacent homes. New construction, through sensitive design shall control its apparent mass and intrusion on privacy relative to impacts on adjacent homes and street facing facades.

- Bulk control measures should be employed by structures more massive than surrounding homes.
- Break down mass of larger structure into components similar in scale to surrounding buildings.
- Consider height, mass, and rhythm of buildings when integrating duplexes and higher-density residential buildings with traditional single-unit dwellings.
- Height and setback are consistent with zoning code.

Comments/Deviations:

Staff Comment:

**Additions**

The design of an addition should consider compatibility with the scale and mass of the existing residence. In instances where the designer is using a contrast approach and the scale and massing vary from existing structures, the designer must explain the essential design objective that justifies this variation.

- a. Respect massing, scale and height of primary structure; employ bulk control measures.
- b. Additions should not visually interfere with original structure; should not damage the character-defining features of the original house.
- c. Locate additions taller than original building toward the rear of the building; break down large additions into smaller varied components.
- d. Consider excavation when constructing an addition beneath a home.

Comments/Deviations:

Staff Comment:

**3. NUMBER OF STORIES**

Two-story homes are acceptable in areas where one-story homes predominate but should be designed to minimize the massing impact of the second story.

- a. Front of home/duplex should not present an unbroken two-story wall to the street.
- b. All sides of the home/duplex should be given visual interest with window placement, while protecting privacy of adjacent homes.
- c. Residential structures shall be consistent with the bulk control requirements of the zone as applicable.

Comments/Deviations:

Staff Comment:

**4. GARAGES**

If a garage is provided, the garage should be placed at the side or rear of the home to minimize its visibility from the street and should be compatible with the character and materials of the primary residence. See Municipal Code section 17.600.105 (H).

- a. Conform to all relevant City regulations and guidelines.
- b. If a garage is provided, it may be attached to or detached from the home. Detached is recommended for new infill homes
- c. Attached garages should be recessed a minimum of 5'-0" behind the front facade of the home. Garages recessed 5'-0" behind the front of the porch will be considered on a case-by-case basis.
- d. Garages on duplexes should be on different elevations; duplex front entry should not be dominated or obscured by the garage.
- e. Simplest acceptable garage door is a raised panel metal sectional door; garage design and materials should complement materials used in home.

Comments/Deviations:

Staff Comment:

## 5. PARKING/DRIVEWAY LOCATION

- On-site parking should be located at the side or rear of the lot, whenever feasible, to minimize parking along the facade facing the street and to afford an unobstructed and attractive view of the home.
  - a. Parking conforms to all relevant City regulations and guidelines.
  - b. Large driveways or prominent garages located along the front facade of the home are strongly discouraged.
  - c. Use of alternative driveway paving surfaces and permeable materials is encouraged, as allowed by code.

Comments/Deviations:

Staff Comment:

## Architectural Elements

### 6. RELATIONSHIP TO SURROUNDINGS

- An infill project should reinforce the continuity of the streetscape and public realm (street, sidewalk, plazas, landscape, architectural facades, etc.) by complementing design elements (height, form, rhythm, massing, roof form/pitch, materials, etc.) of the neighborhood and neighboring structures. Different architectural styles are acceptable, but some elements of the project should relate to elements of the surrounding structures and neighborhood. The project, if contrasting, should still complement the surrounding structures and neighborhood.
  - a. Complements architectural style of neighboring homes
  - b. Thoughtful contrast design approaches can be acceptable, but elements of project should complement surrounding neighborhood.

Comments/Deviations:

Staff Comment:

### 7. ARCHITECTURAL CHARACTER/DETAILING

- An infill home should be designed in a cohesive architectural style, with a cohesive set of architectural features, and a consistent palette of materials, textures, and colors on all sides.
  - a. Features and detailing should be proportional to scale of home and other homes on the block.
  - b. Design additions with architectural details complementing those of the original structure.
  - c. Equal design treatment and architectural consideration of all elevations; elements of building design should provide cohesive theme and be consistent.

Comments/Deviations:

Staff Comment:

### 8. ROOF STYLES

- The design of a roof on an infill home should generally correspond to the prevailing designs of roofs on homes in the established neighborhood context. Designs that depart from prevailing neighborhood roof types shall complement and fit well within the street-scape. The design of the roof on additions and renovations should correspond to the roof style and pitch of the existing structure.
  - a. Roof shape, pitch, overhang, and material should be linked to existing homes on the block.
  - b. Consider primary gable orientation of most neighboring homes.
  - c. Roof forms and slopes should look like that of the original structure.

Comments/Deviations:

Staff Comment:

## 9. ENTRY FEATURES

- Infill homes and additions to the front facade of the home should have an entry-feature that is readily identifiable from the streetscape view of a home.
  - a. Entry features encouraged on all new infill homes; entry porches and porticoes in two-story homes should be one story to minimize bulk. Front entries for duplexes should both face the street and have entry details.
  - b. Porches as entry features should be six feet deep from the front of the entry feature to the front facade of the home.
  - c. The style of porch and portico elements should be consistent with the scale and style of the home and respect the porch and portico elements of other homes on the block.
  - d. Porch and portico columns and railings should be constructed of high-quality materials that complement the materials used in the overall exterior of the home.
  - e. Ground-plane elements, such as paved walkways, should reflect the hierarchical order of their importance. The paved walkway leading to the front entrance of the dwelling is at the top of the hierarchy and should be the widest walkway. The use of permeable pavers to emphasize the importance of the entrance walkway is encouraged,

Comments/Deviations:

Staff Comment:

## 10. DOORS

- Doors should be made of durable materials and include decorative elements such as raised panels, sidelights, and transoms that are appropriate to the overall design of the home.
  - a. Design doors to contribute to the overall composition of the house.
  - b. Include raised panels, glass, or other forms of detailing and articulation.
  - c. Made of durable materials (metal or wood) and be metal or wood framed and slightly recessed.

Comments/Deviations:

Staff Comment:

## 11. WINDOWS

- Windows should be made of durable materials, placed and designed to complement the style of the home. Houses should have windows that face the street; and no wall of a house should be without some fenestration, unless it is less than 3 feet from a property line or adjoining structure.
  - a. Windows should complement the style of the home.
  - b. Use windows with multiple panes if possible.
  - c. Use wood, vinyl, paintable fiberglass composite, clear anodized for window frames, sash, trim, and sills
  - d. Windows for new additions and remodels should be complementary to those in primary structure.

Comments/Deviations:

Staff Comment:

## 12. SIDING

- The siding used on an infill home or addition to an existing home should be durable, consistent with the style and character of the home, and complement the siding materials used on other homes on the block.
  - a. Use architectural cladding consistently on all sides of the house.
  - b. Lap siding, wood, brick, stone, or stucco are acceptable materials. Stucco should be fine sand finish or similar.
  - c. May use two materials, with one for wainscoting, to add interest to the home.

Comments/Deviations:

Staff Comment:

## 13. ROOFING

- Roofing on infill houses should be durable and complement the style of the home. Roofing an addition or renovation should be durable and complement the roofing on the existing home.
  - a. Roofing materials should add dimensional quality to add character to the roof element.
  - b. Color and materials used for roofing should complement color and architectural style of the home.
  - c. Use materials such as laminated dimensional singles, wood shingles/shakes or slate shingles.
  - d. Trim gutter rafter tails only when the rafter tail design is not an architectural feature specific to the overall design of the structure.

Comments/Deviations:

Staff Comment:

## 14. LIGHTING/ADDRESSES

- Light fixtures should be consistent with the architectural style of the home and should provide adequate illumination of the front entry and addresses so that both are clearly visible from the street.
  - a. Required for the front entry, walkways, and garage area.
  - b. Should be designated for exterior use and weather resistant and shielded/directed downward to minimize light pollution.
  - c. Address should be 4-8 inches high, illuminated, clearly visible at night, and visible from the street.
  - d. Address should be affixed to the front of home next to the front door or attached to the garage.

Comments/Deviations:

Staff Comment:

## **Site Elements**

### **15. LANDSCAPING**

- Landscaping should be used around the home to positively contribute to the appearance. The front yard should be planted with landscaped materials that may include a mixture of mulch, rock, groundcover, decorative shrubs, trees, and turf.
  - a. A maximum of 50% of each of the required front-yard and street side-yard setbacks may be paved for off-street parking, driveways, walkways, uncovered patios, and other forms of hardscape. However, this maximum limitation does not apply to that portion of the street side-yard located behind a fence that complies with the street side fence requirements set forth in chapter 17.620.
  - b. A minimum of one tree should be planted in the front yard. Two should be planted in front yards of corner lots.
  - c. Provide a variety of plant material forms and textures but keep plant pallet simple. Bare soil should be planted or mulched.

Comments/Deviations:

Staff Comment:

### **16. IRRIGATION**

- Irrigation is essential to maintain the health and beauty of a home's landscaping and shall be provided for all infill homes.
  - a. Install automatic irrigation system in front yard. If a front planting strip exists, the homeowner is responsible for irrigation and maintenance of it.
  - b. A conventional spray system is recommended for turf and groundcover, while a drip irrigation system is recommended for shrubs and trees.
  - c. Irrigation controls must be screened from view by landscaping or other attractive site materials.

Comments/Deviations:

Staff Comment:

### **17. FENCING**

- Fencing must be of durable materials that are consistent with the style of the home to enhance the overall character of the home and contribute to the positive appearance of the neighborhood.
  - a. Conform to City Municipal Code Section 15.156 "Fences" and Section 17.620 "Wall, Fence, and Gate Regulations".
  - b. Allow unobstructed visibility of the front entrance; for corner lots, allow visibility of front and side entrances. Front yard fencing should have 50% minimum transparency.
  - c. Acceptable fencing materials include wood, metal, stucco, and some vinyl fencing.
  - d. Exception -- Chain-link and woven-wire fences. Chain link and woven-wire fences are prohibited within the front-yard and street side-yard setback areas.

Comments/Deviations:

Staff Comment:

## 18. PAVING/HARDSCAPING SURFACES

- The paving materials selected should contribute to the overall appearance of the home. Impervious paving surfaces should be minimized, and limited to the driveway, walkways, and patios.
  - a. A maximum of 50% of each of the required front-yard and street side-yard setbacks may be paved for off-street parking, driveways, walkways, uncovered patios, and other forms of hardscape. However, this maximum limitation does not apply to that portion of the street side-yard located behind a fence that complies with the street side fence requirements set forth in chapter 17.620.
  - b. Alternative paving surfaces such as concrete pavers, brick, or stone are encouraged for driveway surfaces, as well as surfaces set in sand and gravel base as approved by the planning director in consultation with the public works and fire departments
  - c. Ground-plane elements, such as paved walkways, should reflect hierarchical order of their importance. The paved walkway leading to the front entrance of the dwelling is at the top of the hierarchy and should be the widest walkway. The use of permeable pavers to emphasize the importance of the entrance walkway is encouraged,

Comments/Deviations:

Staff Comment:

## 19. UTILITIES/STORAGE FACILITIES

- The visibility of utilities and storage facilities should be minimized by placing them at the side or rear of the home and screening them from view from the street.
  - a. Place trash receptacles in the side or rear yard and screen them with landscaping or side yard fencing. Storage sheds should be in rear yard or in the side yard with adequate fencing.
  - b. Accessory structures should be similar in character and materials to main building, but subordinate in massing, scale, and height.
  - c. Antennae should be mounted at the rear of the home. Satellite dishes should be mounted on the home.
  - d. HVAC units should be placed in the attic or at the side or rear of the home and screened with fencing or landscaping. No roof-mounted HVAC units.

Comments/Deviations:

Staff Comment:

## 20. ACCESS RAMPS

- Ramps that provide access to the front or side of the home should be safe, designed to match the style of the home, and constructed of durable materials that complement those used on the home.
  - a. Ramps providing access to a residence should be compliant with the Americans with Disabilities Act.
  - b. Ramp should not detract from existing architectural elements at the front of the home. Ramps should be constructed of sturdy, long-lasting materials like wood or concrete.
  - c. Modular aluminum ramps and other temporary ramps at the front of the home are discouraged.

Comments/Deviations:

Staff Comment:

**Manufactured Homes**

**21. SITE DESIGN/ARCHITECTURAL ELEMENTS**

- The manufactured home should complement the architectural style and orientation of neighboring homes, and should be installed on the site to give the appearance of a permanent home.
  - a. Manufactured homes shall comply with all guidelines for site-built homes.

Comments/Deviations:

Staff Comment:

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

**Applicant's Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Name of Planner:** \_\_\_\_\_

**FOR CITY STAFF USE ONLY**

**Counter Staff:** \_\_\_\_\_

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