

**MINOR ADDITIONS TO EXISTING STRUCTURES / PATIO COVERS**  
**RESIDENTIAL / COMMERCIAL STRUCTURES**  
**Projects Exempt from Site Plan and Design Review Requirements**

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

*If work complies with zoning code for proximity to property lines, lot coverage, dimensions, etc., please check appropriate boxes that accurately and completely describe proposed work:*

**SECTION 1:**

Yes  No **Is the proposed project in a Historic District, or on a Landmark Parcel?**

**If checked NO**, proceed to section 2 below.

**If checked YES**, project must be reviewed by Preservation Staff to determine if proposed work is exempt from Site Plan and Design review.

**SECTION 2:** Provide color photos. Printed photos preferred, but clear photos on electronic devices may be sufficient.

**SECTION 3:**

**A. MINOR ADDITION**

1. The existing building materials are: \_\_\_\_\_
2.  The addition is not visible from any street views **AND:**
3.  The addition matches the existing structure exterior materials, windows, doors, roofing, and all other exterior elements.
4.  Maximum lot coverage permitted in the zone: \_\_\_\_\_ New lot coverage with addition: \_\_\_\_\_
5.  Meets height and setback standards in the zone

**B. PATIO COVERS**

1.  The patio cover is not visible from any street views OR is in rear yard of corner lot with minimal visibility **AND:**
2.  The patio cover posts, rails, and roof element are compatible with the colors/materials of the existing structure.
3.  Maximum lot coverage permitted in the zone: \_\_\_\_\_ New lot coverage with patio cover: \_\_\_\_\_
4.  Meets height and setback standards in the zone

**C. MINOR CHANGE**

Minor change reviewed and approved by staff and determined to be exempt from site plan and design review. Comment: \_\_\_\_\_

(Requires manager review and approval. Manager initial: \_\_\_\_\_).

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

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

**Name of Applicant (Print Name)** \_\_\_\_\_

**FOR CITY STAFF USE ONLY**

**Counter Staff (Print Name):** \_\_\_\_\_