

**CALISTOGA PLANNING COMMISSION
STAFF REPORT**

TO: Chairman Manfredi and Members of the Planning Commission
FROM: Lynn Goldberg, Planning & Building Director
MEETING DATE: October 9, 2013
SUBJECT: Single-Family Residential Design Guidelines (CI 2013-1)

1 **ITEM**

2 Consideration of guidelines to be used in reviewing the design of new single-family
3 dwellings and additions to existing single-family dwellings

4 **BACKGROUND**

5 Existing Single-Family Design Standards

6 Zoning Code Chapter 17.34, Single-Family Residential Standards (Attachment 2),
7 includes a number of design standards that are primarily directed at ensuring the
8 compatibility of mobile and manufactured homes with conventionally-constructed
9 housing (see Attachment 2). These standards were likely adopted in the 1980s in
10 response to a state law that required jurisdictions to allow these housing designs on all
11 properties zoned for single-family dwellings.

12 In general, the design standards require all dwellings to be placed on a permanent
13 foundation and use certain exterior and roofing materials. Since they were adopted, the
14 quality of manufactured/pre-fabricated housing products has improved and the variety of
15 available products has expanded.

16 The Housing Element of the Calistoga General Plan¹ calls for a review of these
17 standards to ensure that they are current and do not hinder the development of this
18 housing type. It also calls for the adoption of design standards for multi-family housing
19 and mixed uses, which staff is in the process of drafting.

20 Other Design Standards/Guidelines

21 In addition to Zoning Code Chapter 17.34, many other City policy documents, codes
22 and development projects provide design standards and guidelines that apply to single-
23 family residences. These include the following, which are detailed in Attachment 3:

- 24
- 25 • Zoning Code Section 17.06.040 includes general guidelines to be used in
reviewing a design review application.
 - 26 • Zoning Code Section 17.15.010 B. includes principles and standards for
27 development on hillsides (which is likely to be single-family dwellings).

¹ Objective H-2.2, Program Action A1

- 28 • Subdivision Code Section 16.16.100 requires residential subdivisions to protect
29 scenic and vegetative resources, and screen development.
- 30 • Several of the planned developments, such as Enchanted Resort and Spa, and
31 other residential projects have adopted guidelines that address residential
32 design.
- 33 • Some of the General Plan Character Areas and Entry Corridors apply to areas of
34 future single-family residential development.

35 Current Design Review Process

36 Except where part of a conditional use or planned development permit, design review is
37 currently required for single-family dwellings only under the following circumstances:

- 38 • Proposals for new construction or substantial alterations on lands designated
39 hillside overlay areas
- 40 • New residential development with more than 4,000 square feet of floor area
41 (including garages and outbuildings)
- 42 • Developments of two or more dwelling units utilizing substantially similar building
43 designs

44 Therefore, under certain circumstances the development or replacement of a home
45 could occur on an infill lot or in a historic neighborhood simply with a building permit.

46 **DISCUSSION**

47 Draft Single-Family Design Guidelines

48 Staff drafted the attached guidelines after surveying those of several other cities and
49 adapting to local circumstances. They are intended to be used during the review of new
50 single-family homes. They would also be distributed to property owners, designers and
51 developers to give them a clear understanding of the City's expectations.

52 The guidelines are intended to implement the following objectives:

- 53 • Protect and promote Calistoga's rural, small town character
- 54 • Create a human-scaled and pedestrian-friendly environment
- 55 • Encourage visual diversity while protecting the unique and desirable qualities of
56 established neighborhoods
- 57 • Promote high-quality design that enhances the character of Calistoga and is
58 compatible with its environs.

59 They are arranged by the following topics for infill development and new neighborhoods:

Streetscape	Building Form and Massing
Building Articulation	Roofs
Building Materials and Finishes	Windows, Doors and Entries
Garages and Driveways	Landscaping

Lighting
Waste Storage

Walls and Fences

60 Once the final draft guidelines have been approved by the Commission, staff will draft
61 amendments that are needed to Chapter 17.34 and other Municipal Code sections to
62 require consideration of the guidelines during design review. A Commission
63 recommendation on the design guidelines and Code amendments will then be
64 transmitted to the City Council for consideration.

65 Potential Revisions to Design Review Process

66 As noted above, design review is not mandated by the Municipal Code for all single-
67 family residences. Neither is it required for residential additions. Therefore, there is no
68 opportunity for the proposed design guidelines or the Character Area/Entry Corridor
69 guidelines to be applied to all development. The lack of such requirements could result
70 in the development or redevelopment of a home in an established neighborhood or
71 Character Area/Entry Corridor that is incompatible with its character or neighboring
72 properties.

73 To address this concern, the Municipal Code could be amended to require Planning
74 Director review of new homes that are smaller than 4,000 square feet and substantial
75 residential additions (to be defined), with notification to surrounding properties.

76 **RECOMMENDATION**

77 It is recommended that the Commission:

- 78 • Provide comments on the draft design guidelines.
- 79 • Provide comments on whether the Municipal Code should be amended to require
80 staff-level design review of all new single-family dwellings that are not covered by
81 existing requirements.

ATTACHMENTS

1. Draft Single-Family Residential Design Guidelines
2. Zoning Code Chapter 17.34, Single-Family Residential Standards
3. Other Design Standards/Guidelines