

General Illustration of Proposed Amendments to Chapter 17.06

Chapter 17.06 DESIGN REVIEW

Comment [LG1]: Move to Chapter 17.41 near use permit and variance chapters instead of at beginning of Zoning Code

17.06.010 Purpose.

The purpose of design review is to secure the general purposes of this title and the General Plan; to promote good design and a harmonious relationship of buildings; to preserve the unique character and ambiance of Calistoga; to promote efficient use of landscape resources; to ensure high quality of design and materials; to ensure compatibility of new development with existing development and to promote the preservation of historic structures of Calistoga.

17.06.020 Review required.

Comment [LG2]: Rename to Applicability and Review Authority

A. Design review shall be required for the following:

1. All proposals which require a conditional use permit;
2. All proposals for new construction or substantial alterations on lands designated hillside overlay areas as defined in Chapter 17.15 CMC. For the purposes of this section, "substantial alteration" shall be defined as a change, modification or addition to an existing structure that will significantly alter the visual character of the structure as viewed from the public right-of-way;
3. Multifamily developments;
4. Exterior alterations, additions or site modification to commercial or industrial, multifamily dwellings or public structures including alterations such as awnings, paint or materials, lighting, murals and signs;
5. Alterations or expansion to any structure listed or eligible for inclusion on a federal, state or local inventory of historic or cultural resources, or to a structure that is at least 50 years of age or older;
6. New residential development with more than 4,000 square feet of floor area including garages and outbuildings;
7. Tentative subdivision maps (five or more lots);
8. Developments of two or more dwelling units utilizing substantially similar building designs;
9. All new public or private parking lots or renovation of public or private parking lots for three or more spaces;
10. All new commercial, industrial or public development proposals or renovation proposals to existing commercial, industrial or public facilities or developments;
11. All new signs or modifications to existing signs.

Comment [LG3]: Delete because many use permits do not involve any building construction or exterior alterations

Comment [LG4]: Expand to include all proposed dwelling units, in order to apply the adopted design guidelines

Comment [LG5]: Expand to include all proposed dwelling units to allow application of design guidelines and General Plan-related design guidelines

- B. Design review shall not be required for the following:
1. Minor repair or maintenance of commercial, industrial or public buildings where the work solely involves the replacement of materials in like kind or which is in an area not visible from the public right-of-way or accessible to the public;
 2. Proposals determined by the Director of Planning and Building to raise no substantial design issues in conflict with those outlined in CMC 17.06.010 and 17.06.040. In these instances, the Director may waive the requirement for design review and may ensure compliance with this title through review of the plans submitted for a building permit;
 3. A second dwelling unit approved in accordance with the provisions of Chapter 17.37 CMC.

17.06.030 Design Review Board.

Repealed by Ord. 577. (Ord. 550 § 1, 1999; Ord. 546 § 1, 1998; Ord. 512 § 1, 1995).

Comment [LG6]: Delete

17.06.035 Design Advisory Panel.

- A. Establishment and Purpose. There is hereby established a Design Advisory Panel consisting of members who are qualified by experience and training to advise and provide technical assistance to the Director of Planning and Building, the Planning Commission and the City Council in regards to design matters pursuant to this chapter.
- B. Panel Formation.
1. The panel shall be comprised of five members who shall have residency within a 50-mile radius of the City of Calistoga. No member of the City Council, Planning Commission, or City Employee shall serve as a member of the panel. Preference in appointment shall be given to those qualified candidates who reside within the boundaries of the Calistoga Joint Unified School District.
 2. Although no certification is required for appointment, individuals shall be experienced or educated in the architecture, landscape architecture, planning, cultural/historic resources, and other design-related fields. A diversity of members is encouraged from all professions and from a variety of design firms. The panel shall utilize a rotating schedule so that at least three of the five members participate in a panel discussion/deliberation.
 3. Terms for the Design Advisory Panel shall be staggered in two-year terms after the initial panel has been appointed. There shall be no limit on the number of terms a person may serve. When a person is appointed to fill out the term of a departing member, that person's term shall end at the time the departing member's term would have ended.

4. Panel members shall be appointed by the Mayor and confirmed by the City Council. Removal of a member may occur by a majority vote of the City Council.
 5. The Chair of the panel shall be elected by majority vote of the members and shall serve a one-year term.
- C. Panel Authority. The panel shall function on an on-call basis and serve as a sounding board and advisory group to identify design issues and ideas for project improvement for the benefit of the project proponent, the Director of Planning and Building, the Planning Commission and the City Council. Advice from the panel shall not be a binding action.
- D. Meeting Schedule.
1. The panel shall meet on an as-needed basis as called by the Director of Planning and Building or the Planning Commission.
 2. A public meeting notice (a minimum 72 hours posted in advance) shall specify the time, place and business to be conducted.
 3. All meetings of the panel shall be open to the public.
 4. The Director of Planning and Building shall serve as the secretary to the panel.

17.06.040 Guidelines.

Each application for development shall be reviewed to determine whether the proposed development attains the purposes set forth in CMC 17.06.010 and is in compliance with the following design review guidelines:

- A. The extent to which the proposal is compatible with the existing development pattern with regard to massing, scale, setbacks, color, textures, materials, etc.;
- B. Site layout, orientation, location of structures, relationship to one another, open spaces and topography;
- C. Harmonious relationship of character and scale with existing and proposed adjoining development, achieving complementary style while avoiding both excessive variety and monotonous repetition;
- D. Building design, materials, colors and textures that are compatible and appropriate to Calistoga. Whether the architectural design of structures and their materials and colors are appropriate to the function of the project;
- E. Harmony of materials, colors, and composition of those sides of a structure which are visible simultaneously;
- F. Consistency of composition and treatment;
- G. Location and type of planting with regard to valley conditions. Preservation of specimen and landmark trees upon a site, with proper irrigation to ensure water conservation and maintenance of all plant materials;

Comment [LG7]: Delete section, as it will be replaced with adopted design guidelines (separate document)

- H. Whether exterior lighting, design signs and graphics are compatible with the overall design approach and appropriate for the setting;
- I. The need for improvement of existing site conditions including but not limited to signage, landscaping, lighting, etc., to achieve closer compliance with current standards;
- J. Whether the design promotes a high design standard and utilizes quality materials compatible with the surrounding development consistent with and appropriate for the nature of the proposed use;
- K. Responsible use of natural and reclaimed resources.

17.06.050 Review process.

- A. Before any building, structure, sign or landscape area subject to design review is erected, constructed, altered, moved, or remodeled, design review approval shall be obtained.
- B. For applications which do not require a discretionary permit, such as a conditional use permit, the action of the Director of Planning and Building shall be final unless appealed.
- C. In the case of a use permit or other application which requires Planning Commission approval, the recommendation of the Director of Planning and Building shall be considered at the time of the Planning Commission hearing. The Commission shall have final authority on all design review issues, unless the action is appealed to the City Council, and shall either approve, conditionally approve or deny the design.
- D. The Director of Planning and Building is authorized to review and issue staff approval of minor design reviews (e.g., signs, awnings, paint colors, fencing, screening, etc.). Applications which are denied, or conditions which are imposed at the staff level may be appealed to the Planning Commission in accordance with CMC 1.20.020. Appeals heard by the Planning Commission shall be accompanied by the necessary drawings and plans, as determined by staff to adequately convey the design principles.
- E. Prior to the issuance of a building permit, the applicant shall receive final approval by the Director of Planning and Building to ensure compliance with the conditions of approval. The Planning and Building Director may either grant approval administratively or may refer the proposal to the Planning Commission depending upon the nature and extent of conditions imposed upon the original project approval.
- F. Before an occupancy permit is issued, there must be full compliance with all requirements and conditions as approved by the Director of Planning and Building, Planning Commission and City Council. If for any valid reason full compliance cannot be made, a cash bond shall be posted for the work to be completed within a reasonable period of time, as determined by the Director of Planning and Building.

Comment [LG8]: Replace with "Application submittal and review" and new "Findings" sections

- G. In review of proposals requiring design review, the City shall not design or directly assist in the design of any buildings or projects submitted for approval. The City shall restrict its consideration to a reasonable review of the proposal relative to its compliance with the adopted design guidelines, leaving full responsibility for the design to the applicant.
- H. The Director of Planning and Building or the Planning Commission or the City Council may refer a design review matter to the Design Advisory Panel for input and advice.
- I. Conceptual design review applications shall be encouraged for any project which would benefit from early consultation with the Design Advisory Panel and/or the Planning Commission and shall be required for all new public, commercial, industrial, multifamily or residential subdivision projects. Recommendations provided by the Design Advisory Panel and/or the Planning Commission in this process are intended to serve as guidance only and shall not be considered an approval of an application.

17.06.060 Exemptions.

Repealed by Ord. 577.

Comment [LG9]: Delete section

17.06.070 Time limits/appeals.

Comment [LG10]: Retitle "Validity and extensions". Add procedures for time extensions of approvals.

- A. All design review approvals shall remain effective for a one-year period from the date of approval or shall remain valid as long as there is a valid building permit for construction of the approved project. Design review granted in conjunction with other development applications shall remain in effect for the length of the accompanying applications, but in no case shall be longer than three years, unless otherwise approved by the Planning Commission.
- B. Appeals of design review actions shall be governed by Chapter 1.20 CMC.

Existing chapter to be rescinded

Chapter 17.34
SINGLE-FAMILY RESIDENTIAL STANDARDS

Sections:

- 17.34.010 Purpose and intent.
- 17.34.020 Minimum structural dimensions.
- 17.34.030 Certification of mobile homes required.
- 17.34.040 Permanent foundations required.
- 17.34.050 Exterior design requirements.
- 17.34.060 Roofing materials and design requirements.
- 17.34.070 Tow bars and wheels prohibited.

17.34.010 Purpose and intent.

The City finds that minimum residential standards for single-family dwellings are desirable to protect the integrity of existing residential neighborhoods. To ensure a proper standard of residential continuity, new construction of single-family residential dwellings including manufactured and mobile housing shall be subject to the provisions of this title.

17.34.020 Minimum structural dimensions.

A. The minimum floor area for a residence other than a multiple-family dwelling and a second dwelling (granny unit), shall be 1,000 square feet. In determining the minimum square footage, garages, porches, patios and screened rooms are not included.

B. All single-family dwellings shall be at least 20 feet in width or diameter (excluding eaves), except attached second dwelling units.

17.34.030 Certification of mobile homes required.

Only mobile homes certified under the National Manufactured Home Construction and Safety Standards Act of 1974, which became effective in California on June 15, 1976, shall be permitted on residentially zoned land. No longer than 10 years may have elapsed since the date of manufacture and the application to obtain a permit to install.

17.34.040 Permanent foundations required.

All single-family dwellings, except those within a City-approved mobile home park, shall be placed on a permanent foundation. All foundations shall include seismic bracing.

17.34.050 Exterior design requirements.

A. All units shall be designed so that exterior walls have the appearance of wood, stucco, or masonry regardless of their actual composition. Reflective materials (exclusive of windows) shall be prohibited.

B. The purpose of a foundation enclosure is to present an appearance consistent with that of conventional construction. Therefore, the foundation enclosure shall be either a material similar to that of the siding or a material having the appearance of a masonry foundation. Excluded materials include, but are not limited to, lattice work, unpainted wood or plywood, unpainted metal, and corrugated fiberglass or metal. The foundation enclosure shall extend to the ground level except that:

1. Non-pressure-treated wood siding cannot extend closer than six inches to the ground and shall be connected to the ground by a concrete or pressure treated wood perimeter sill.

2. When a solid concrete or masonry perimeter foundation is used, the siding need only extend one and one-half inches below the top of the foundation.

17.34.060 Roofing materials and design requirements.

A. The roofing materials shall be designed to look like composition roofing, tile, shakes, shingles, or metal roof sheathing with factory-applied wood color coating. All roofing materials shall meet the minimum standards of Class A.

B. The slope of the main roof shall not be less than three inches vertical rise for each 12 inches of horizontal run. For slopes less than 3:12 ratio, an administrative approval is required.

C. All units shall have a perimeter roof overhang perpendicular to the axis of the roof line of not less than one foot measured from the vertical side of the home. Such overhang may be accomplished by eaves or other permanent architectural feature.

D. Where an accessory structure is attached to the main structure, the eave requirement at the point of attachment may be waived by the Director of Planning and Building.

17.34.070 Tow bars and wheels prohibited.

All removable mobile home tow bars and wheels shall be removed when a mobile home is installed. Any nonremovable tow bars shall be screened in accordance with CMC 17.34.050(B).