

# Appendix

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# Design Review Process

The design review process strives to reflect the community's objectives for guiding new investment in Davis' traditional neighborhoods and downtown. It uses a tiered system of review to reflect the scale and context of new projects. The process supports the design guidelines with a simple three-step design review process for major projects and historic landmarks. A one-step process is required for small projects.

## Design Review Objectives

The design review process is intended to reduce the hassle for individual homeowners that want to do small additions while providing a check on inappropriate development in traditional residential and commercial places in Davis. As in any credible "best practice" approval system, the guidelines and design review interlock to create a clear, predictable and fair process. There are three overall objectives:

### ***Make things easy on the property owner***

Most of the changes to existing buildings will be small additions to single family houses, such as façade alterations, room additions and small secondary structures such as alley garages and "carriage houses". The approval process for these small projects should be straightforward. The review process assumes property owner and planning staff will use the guideline's checklist to review the project.

### ***Protect the character of the neighborhoods***

In the community-based guideline process, the most often cited concern was the introduction of insensitive additions and infill projects for both residential and commercial projects. In response, the planning process includes public noticing and review for new infill development, major visible renovations, and changes that impact the original design of an existing building.

### ***Provide a greater degree of clarity and predictability to the approval process***

The design guidelines and approval process will provide a common basis for project review. This will make expectations clearer for both applicants and neighbors and reduce the need for repetitive commission and staff review of projects.

## Tiered Review

The design review process reflects the scope and visibility of proposed projects and applies to all projects within the Traditional Davis Downtown and Residential Districts. There are three tiers for the review process:

### ***Tier #1: Small Additions, Secondary Structures, and Minor Façade Improvements***

The easiest review process is for small projects. These are defined by rear and side additions that are 480 Sq. Ft. or under, not highly visible from public streets, and are compatible with the existing architecture. This tier also includes small single-story secondary structures of compatible design, such as alley garages and residential projects. Minor façade alterations to commercial buildings are also considered in this category. For those situations where the proposed project is deemed to be significantly inconsistent with the intent of the guidelines the Planning and Building Director may refer the project to the next level of review or to the Planning Commission.

### ***Tier #2: Major Renovations and New Developments on Single Parcels***

Major additions, renovations and new developments on a single existing parcel are the second tier review category. These projects include: residential additions over 480 SF; exterior changes that are highly visible from the street or impacts the design of original structure; single-story accessory structures over 480 SF; new single family and duplex buildings; and new structures or additions two-stories or less in the Mixed Use

districts and in the Core Commercial districts. For those situations where the proposed project is deemed to be significantly inconsistent with the intent of the guidelines the Planning and Building Director may refer the project to the Planning Commission.

***Tier #3: Larger Downtown Projects and Accessory Structures***

The third tier review is required for new buildings or additions greater than three stories proposed in the core commercial area and greater than two-stories in the mixed use areas as well as for two-story accessory structures in the residential and Mixed Use neighborhoods. Tier #3 review is also required for all projects proposing to merge two or more parcels and construct a new building(s) and for the proposed demolition of primary buildings 45 years of age or older. All other demolition proposals shall be subject to the discretion of the Planning and Building Director to determine whether the proposed demolition will have a significant impact on the character contributing elements of the structure and whether review through the Planning Commission should be required. Tier #3 is also required for parking requests in conjunction with accessory structures in Old North and University Ave/Rice Lane.

**Exceptions**

***Designated Historic Resources Review***

Projects involving the alteration of Designated Historic Resources will be subject to the Design Guidelines and the above described process as well as, the “The Secretary of the Interior’s Standards for the Treatment of Historic Properties” (Weeks & Glimmer, 1995) which has been approved by the City of Davis as the design review standards by which all exterior alterations to designated resources are reviewed. While the Secretary of Interior’s Standards will be the primary guiding document for exterior alterations, the Design Guidelines will be used to address secondary issues. All projects involving the alteration of Designated Historic Resources will be subject to review and approval of the Historic Resources Management Commission.

***Small Maintenance or Improvement Projects***

For residential structures that are not a Designated Historic Resource minor site or structure maintenance upgrades or smaller improvement projects would generally not be subject to the Design Review process. Examples of these improvements include: re-roofing; window changes; paving, fencing, landscaping and other similar types of work.

However, it should be noted that any changes will still be subject to all zoning and building codes and should comply with the applicable provisions of the design guidelines.

**Design Review Steps**

The design review process includes two steps for small additions and three steps for larger more visible projects. The following table describes the steps involved in the various application types.

<b>Project Scope – Tier</b>	<b>Review Process</b>	<b>Approval and Appeal Process</b>
<p style="text-align: center;"><b>Tier #1</b></p> <ul style="list-style-type: none"> <li>• Residential Additions 480sq. ft. or less and not visible from the street</li> <li>• Single-story accessory structures 480sq.ft. or less (with the exception of gazebos, trellis, small sheds, fences or other small structures as determined by the Planning and Building Director).</li> <li>• Commercial and mixed-use façade alterations</li> </ul> <p>Projects deemed significantly inconsistent with the intent of the guidelines may be referred to the next level of review or to the Planning Commission.</p>	<p style="text-align: center;"><b>Minor Design Review</b></p> <ul style="list-style-type: none"> <li>• Optional Preliminary Concept Review</li> <li>• Submittal of all required plans and information</li> <li>• Staff review and determination regarding project consistency with guidelines and zoning</li> <li>• Public notice posting of the proposed project on the project site</li> <li>• A copy of the on-site posting and notice shall be provided to adjacent neighbors.</li> <li>• Staff review and approval of proposal</li> </ul>	<p><b>Mandatory review by staff with option to appeal to the Planning Commission</b></p> <ul style="list-style-type: none"> <li>• Staff reviews and makes determination</li> <li>• Staff determination may be appealed to the Planning Commission</li> </ul>
<p style="text-align: center;"><b>Tier #2</b></p> <ul style="list-style-type: none"> <li>• Residential Additions over 480sq.ft.</li> <li>• Alterations of residential buildings visible from the street that change or impact the design of the original structure</li> <li>• Single-story accessory structures over 480sq.ft.</li> <li>• New single family and duplex buildings</li> <li>• New structures or additions two-stories or less in mixed use and core commercial areas.</li> <li>• In the residential districts, a proposed change in the occupancy of an existing structure from a less to more intensive use, i.e. From residential to office or retail.</li> </ul> <p>Projects deemed significantly inconsistent with the intent of the guidelines may be referred to the Planning Commission.</p>	<p style="text-align: center;"><b>Major Design Review</b></p> <ul style="list-style-type: none"> <li>• Mandatory Preliminary Concept Review</li> <li>• Submittal of all required plans and information</li> <li>• Staff review and determination regarding project consistency with guidelines and zoning</li> <li>• Public notice posting of site and mailing “Intent to Approve” letter to all property owners within a 300’ radius (minimum) of the project site</li> <li>• A copy of the on-site posting and notice shall be provided to adjacent neighbors.</li> <li>• Staff review and approval of proposal</li> </ul>	<p><b>Mandatory review by staff with option to appeal determination to the Planning Commission</b></p> <ul style="list-style-type: none"> <li>• Staff reviews and makes determination</li> <li>• Staff determination may be appealed to the Planning Commission</li> </ul> <p>Note, all Tier #2 projects within a 300 foot radius of a Designated Historical Resource shall be referred to the Historical Resources Management Commission prior to mailing of “Intent to Approve Letter”</p>
<p style="text-align: center;"><b>Tier #3</b></p> <ul style="list-style-type: none"> <li>• Two-story accessory structures</li> <li>• New projects involving the merger of two or more parcels</li> <li>• New structures or additions greater than two-stories or 32-feet in the mixed use areas and greater than three stories in the core commercial areas</li> <li>• Project that include the proposed demolition of primary buildings 45 years of age or older.</li> <li>• Projects requiring Conditional Use Permit review as required in the City’s Zoning Ordinance.</li> <li>• Parking waiver requests in conjunction with accessory structure applications in Old North and University Ave/Rice Lane.</li> </ul>	<p style="text-align: center;"><b>Planning Commission Report and Hearing</b></p> <ul style="list-style-type: none"> <li>• Mandatory Preliminary Concept Review</li> <li>• Submittal of all required plans and information</li> <li>• Staff review and determination regarding project consistency with guidelines and zoning. Staff preparation of a report to the Planning Commission</li> <li>• Report will focus on compatibility of proposed buildings in relation to surrounding properties as well as consistency of the proposal with the intent of the guidelines</li> <li>• Public notice: posting the site, publishing in newspaper and mailing of the “Notice of Public Hearing”</li> <li>• A copy of the on-site posting and notice shall be provided to adjacent neighbors.</li> <li>• Planning Commission public hearing and action</li> </ul>	<p><b>Mandatory Review by the Planning Commission with option to appeal action to the City Council</b></p> <ul style="list-style-type: none"> <li>• Staff reviews proposal and makes recommendation to Planning Commission</li> <li>• Planning Commission holds hearing to review and take action on the proposal</li> <li>• Planning Commission actions can be appealed to the City Council</li> </ul> <p>Note, all Tier #3 projects within a 300 foot radius of a Designated Historical Resource shall be referred to the Historical Resources Management Commission prior to public hearing.</p>

# Submittal Requirements

One of the most important considerations in the evaluation of a proposed project is that it respect the existing scale, pattern and character of Traditional Davis. To facilitate this, submittal requirements emphasize conveying the context of the project. In addition, the quality of the submittal materials will help facilitate understanding and review of the proposed project.

## **Concept Review Requirements: Tiers #1 optional, Tiers #2 and #3 mandatory**

- Context Board – The Context Board will include photographs for buildings on either side of the project and a site plan diagram. For Tier #2 review, staff may request additional information be added to the context board prior to commission review.
- Site and Building Concept Plan – Concept Review should include a preliminary site and building plan. These can be hand-drawn freehand or hard lined.
- Elevation Concepts – Representative elevations or perspective sketch is required. These can be hand-drawn freehand or hard lined. They should be in scale.

## **Staff Review: Tier #1**

- Context Board – The Context Board will include photographs of buildings on either side of the project and a site plan diagram of adjacent properties.
- Site, Building, and Roof Plans –Dimensioned and accurately scaled site, building and roof plans (at least 1"=20') are required. Setback, paving, building dimensions and landscaped areas shall be included.
- Building Elevations – Dimensioned and accurately scaled building elevations are required. Exterior color and materials samples are required.
- 8 1/2 reductions of all plans.

## **Staff and Commission Review Requirements: Tiers #2 and #3**

- Context Board – The Context Board will include photographs for buildings on either side of the project and a site plan diagram of adjacent properties showing building footprints and locations of public areas and significant trees. For Tier #2 review, staff may request that additional information be added to the context board prior to commission review. For Tier #3 review, photographs of the existing building are required. In those cases where a proposed building may impact adjacent side or rear neighbors, the context board shall include photo illustration of those properties as well.
- Site, Building, and Roof Plans – In addition to site and building plans, the submittal shall include roof plans (at least 1"=20'). Setback, paving, building dimensions and landscaped areas shall be included.
- Building Elevations – Dimensioned and scaled building elevations with material and colors. Staff may require that street elevations include adjacent buildings. Exterior color and material samples are required.
- Applicant shall be required to submit information consistent with the City's application and project filing requirements.

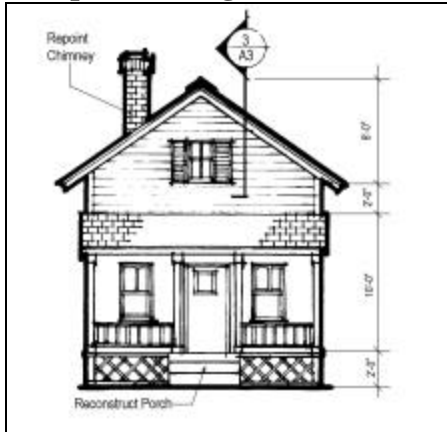
## **To facilitate in the evaluation of a new structure or addition, it may be necessary in some cases to provide additional information which might include, but is not limited to the following.:**

- A streetscape analysis could include a photo or diagram that illustrates the massing, rhythm, scale, frontage width, and/or setbacks of existing buildings on the street and evaluate the new building or addition in its larger context.
- A setback diagram provides actual setback dimensions from the property line for front, side, or rear yards of adjacent properties and/or those across the street, as necessary to evaluate the project within the appropriate neighborhood context.
- Any other information that may be determined necessary, such as scale models, perspective renderings, line-of-sight analysis, aerial photos etc...

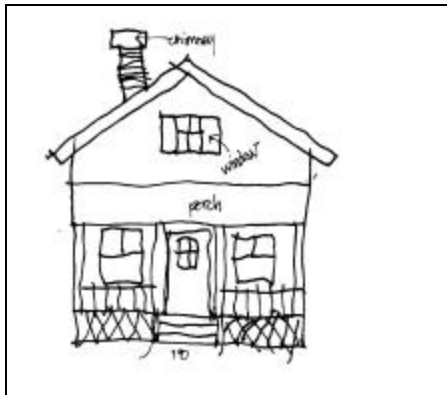
# Submittal Documentation

## Graphic Examples

### Proposed change to a house front

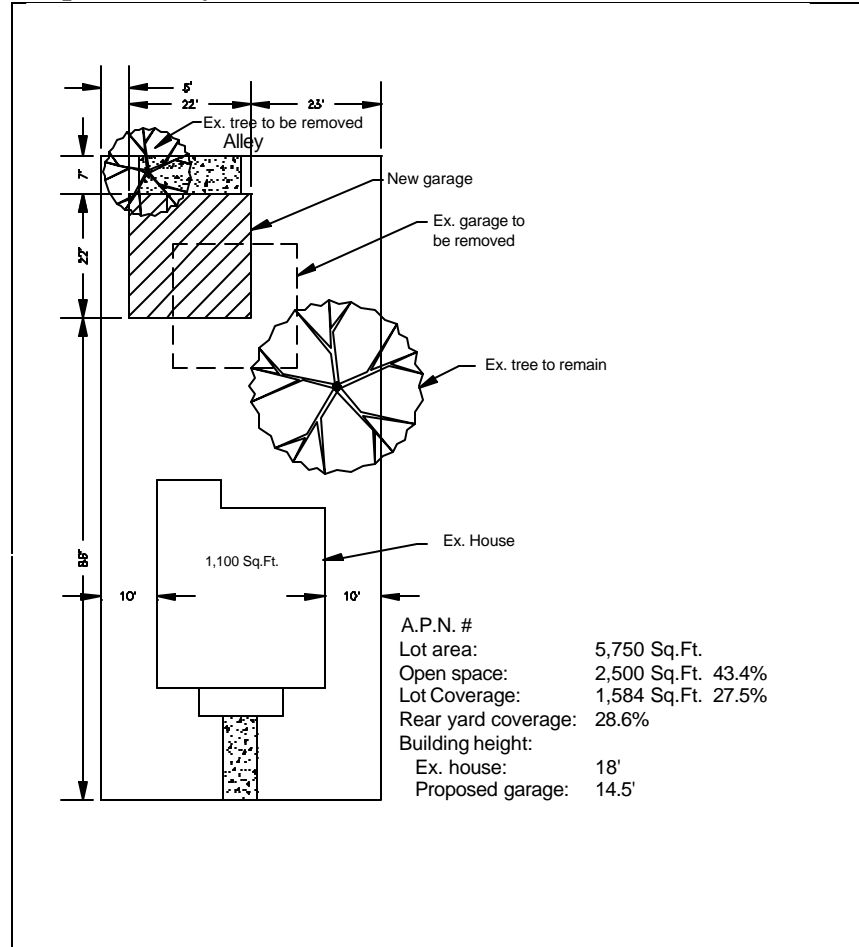


Appropriate drawing: mechanically drafted to scale, this drawing best conveys the character of the proposed work.



Inappropriate drawing: the scale and character of the proposed work are not clearly conveyed, nor are there any dimensions.

### Proposed Alley Structure



Appropriate Site Plan: A plan showing the form, location and orientation of a building or group of buildings on a site, usually including the dimensions, contours, paving, landscaping, and other significant features of the site (also called the plot plan). The plan should also include all necessary pertinent data such as lot area, structure size, open space, lot coverage, parking data and structure heights. The plan should clearly show all proposed new work, as well as existing structures and vegetation that is either proposed to be removed or that will remain.

# DESIGN REVIEW CHECKLIST

## Residential Project

This checklist is intended to lead applicants through the Design Guideline requirements for residential projects in traditional Davis. Applicants should use the applicable Design Guidelines to fill in this form. This form should be included as part of the submittal package and it will become part of the staff report on this project.

### Step 1: Location and Type of Project

Using the maps on pages 3 and 4 in the Design Guidelines, identify your projects location by district and character area if applicable. Also, indicate the type of review required for the proposed project based on the table included in the Appendix on page 120

Design District and Character Area: \_\_\_\_\_

Project Address: \_\_\_\_\_ APN# \_\_\_\_\_

Project Type and Review Required: Tier # \_\_\_\_\_ Review Process: \_\_\_\_\_

### Step 2: Urban Design Framework

According to Part 1: Urban Design Framework, does your project require any of the following?

- Ground Floor Retail: Yes \_\_\_\_\_ No \_\_\_\_\_
- Special Streetscape: Yes \_\_\_\_\_ No \_\_\_\_\_

### Step 3: Neighborhood Character Area Guidelines

Included in Part 3: Traditional Residential Neighborhoods is an overview of the specific characteristics and design guideline requirements for the individual neighborhood character areas: Old East, Old North, and University Avenue/Rice Lane. Identify the neighborhood character requirements for your project.

1. \_\_\_\_\_

5. \_\_\_\_\_

2. \_\_\_\_\_

6. \_\_\_\_\_

3. \_\_\_\_\_

7. \_\_\_\_\_

4. \_\_\_\_\_

8. \_\_\_\_\_

**Step 4: General Guidelines**

The general guidelines for residential projects are contained in the first portion of Part 3: Traditional Residential Neighborhoods. List those guidelines that have relevance to your project.

Subject Area

Guideline Numbers

Site Design:

---

---

Primary Building  
Scale and Form

---

---

Additions

---

---

Secondary  
Structures

---

---

Other

---

**Step 5: Project Scope and Submittal Requirements**

Included in the Appendix is a section on the Submittal Requirements for the various types of project review. These materials and documents should be included with the submittal package. Are they?

Yes \_\_\_ No \_\_\_

Context Board

Yes \_\_\_ No \_\_\_

A site plan, showing the location of existing features and proposed improvements

Yes \_\_\_ No \_\_\_

Drawings as needed, to illustrate the character of the proposed work. (e.g. plans, elevations, details)

Yes \_\_\_ No \_\_\_

Product literature and specifications

Yes \_\_\_ No \_\_\_

Early consultation with adjacent neighbors

# DESIGN REVIEW CHECKLIST

## Commercial or Mixed Use Project

This checklist is intended to lead applicants through the Design Guideline requirements for commercial and mixed use projects in traditional Davis. Applicants should use the applicable Design Guidelines to fill in this form. This form should be included as part of the submittal package and it will become part of the staff report on this project.

### Step 1: Location and Type of Project

Using the maps on pages 3 and 4 in the Design Guidelines, identify your projects location by district and character area if applicable. Also, indicate the type of review required for the proposed project based on the table included in the Appendix on page 120

Design District and Character Area: \_\_\_\_\_

Project Address: \_\_\_\_\_ APN # \_\_\_\_\_

Project Type and Review Required: Tier # \_\_\_\_\_ Review Process: \_\_\_\_\_

### Step 2: Urban Design Framework

According to Part 1: Urban Design Framework, does your project require any of the following?

- Ground Floor Retail: Yes \_\_\_\_\_ No \_\_\_\_\_
- Special Streetscape: Yes \_\_\_\_\_ No \_\_\_\_\_
- Residential Uses: Yes \_\_\_\_\_ No \_\_\_\_\_

### Step 3: Character Area Guidelines

Included in Part 2: Downtown Core Commercial and Mixed Use Properties is an overview of the specific characteristics and design guideline requirements for the individual character areas: Identify below the specific character area requirements for your project.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_

**Step 4: General Guidelines**

The general guidelines for core commercial and mixed use projects are contained in the first portion of Part 2: Downtown Core Commercial and Mixed Use Properties. List those guidelines that have relevance to your project.

Subject Area

Guideline Numbers

Site Design:

---

---

Building Mass  
Scale Form & Roofline

---

---

Building Form  
And Roof line

---

---

Building Entries  
Material and Color

---

---

Architectural  
Features/ Signs  
And Lighting

---

---

Outdoor Spaces

---

**Step 5: Project Scope and Submittal Requirements**

Included in the Appendix is a section on the Submittal Requirements for the various types of project review. These materials and documents should be included with the submittal package. Are they?

Yes \_\_\_ No \_\_\_  
Yes \_\_\_ No \_\_\_  
Yes \_\_\_ No \_\_\_  
Yes \_\_\_ No \_\_\_  
Yes \_\_\_ No \_\_\_

- Context Board
- A site plan, showing the location of existing features and proposed improvements
- Drawings as needed, to illustrate the character of the proposed work. (e.g. plans, elevations, details)
- Product literature and specifications
- Early consultation with adjacent neighbors

# Residential Building Types in Traditional Davis

The following building types are found in the Davis neighborhoods.

## American Four-Square

The American Four-Square is traditionally square in plan, with a hip roof and dormers. A one-story porch, projecting from the front, is typical. Brick and wood clapboard versions occur. The design is often plain, but can have stylistic influences in porch, window and door details.

- simple rectangular form
- hip roof
- broad roof overhangs
- projecting one-story porch



This American Four Square home located in the Old East Neighborhood, has neo-classical stylistic influences at the cornice, bracketed window details and porch columns.

## **Bungalow**

Built from 1900 to 1930, The Bungalow is one of the most common house styles found in the Old North, Old East and University neighborhoods. They range in height from one to one-and-a-half stories in height. Materials include brick and stucco, but most have wood siding. Some of the most distinct types of Bungalows that are found include the Craftsman and Cottage Bungalow. The differences are seen in porch designs and in some of the stylistic details that are added. However, most bungalow have these features.

- simple overall building shape, with few attachments
- broad, shallow-pitched, hip and gable roof forms
- deep overhangs with exposed rafter tails
- large dormers
- large porch- cut in from the front, or projecting out from it



A bungalow with a full-width. inset porch.



A bungalow with craftsman details.

## Cottage

A variety of buildings are defined as "cottages." Most were built between 1890 and 1915 and they represent some of the earliest structures in the neighborhood. The layout is generally asymmetrical, with a variety of room sizes. They are usually wood frame, with clapboard siding. Most are one or one-and-a-half stories in height. Some have Craftsman, Queen Anne and Colonial Revival stylistic influences. Typical features include:

- irregular massing
- intersecting roofs
- multiple gables
- bay windows
- projecting porches



A Queen Anne cottage

## Victorian

Technically the word "Victorian" refers to the long reign of Queen Victoria, which lasted from 1833 to 1901 and encompassed the rich variety of architectural styles that were popular during the nineteenth century. Architecturally the word "Victorian" evokes the complexity and irregularity seen in the massing and materials of modest homes to large mansions. Those in Davis have Queen Anne or Italianate details.

- complex, asymmetrical massing
- stone foundations
- hipped roof over the main mass form with projecting wings with front facing gable
- front porch with ornamental scrollwork
- bay windows



A Victorian-era, two story house.

# Glossary

**Accessory Structure:** A structure detached from a principal (main) structure located on the same lot and incidental and subordinate to the principal structure of use, including but not limited to garages, carports, storage sheds, gazebos, guest houses, and second dwelling units.

**Bay Window:** A window or set of windows which project out from a wall forming an alcove or small space in a room: ordinarily begins at ground level, but may be carried out on brackets or corbels. .

**Board and Batten:** Vertical siding composed of wide boards that do not overlap and narrow strips or battens, nailed over the intersections between the boards.

**Bracket:** A supporting member for a projecting element or shelf, sometimes in the shape of an inverted L and sometimes as a solid piece or triangular truss.

**Canopy:** A roofed structure constructed of fabric or other material placed so as to extend outward from a building providing a protective shield for doors, windows, and other openings, supported by the building and supports extended to the ground directly under the canopy or cantilevered from the building.

**Clapboards:** Narrow, horizontal, overlapping wooden boards, usually thicker along the bottom edge, that form the outer skin of the walls of many wood frame houses. The horizontal lines of the overlaps generally are from four to six inches apart in older houses.

**Compatible:** Capable of existing together without conflict or detrimental effects.

**Conservation:** Historic conservation is an approach that is designed to preserve and maintain neighborhood character, fabric and setting while planning for reasonable growth. A historic conservation district can provide a sense of neighborhood stability to modest, well-maintained neighborhoods, such as those within Davis' 1917 boundaries. A historic conservation district is typically a zoning designation that supports planning policy to ensure that new development and renovation are compatible and complementary to the traditional character of the existing neighborhood areas by thorough identification of specific character defining features such as size, mass, scale, façade width, set backs, landscaping, lot coverage and rhythm. . Conservation district guidelines assure that the values the community holds for these neighborhoods will be addressed in future community planning.

**Coping:** A finishing or protective cap or course to an exterior wall, usually sloped or curved to shed water.

**Corner board:** A board against which siding is fitted at the corner of a frame structure.

**Cornice:** A continuous, molded projection that crowns a wall or other construction, or divides it horizontally for compositional purposes.

**Deck:** An open, unroofed porch or platform extending from a house or other building.

**Design Elements:** The individual visual components within an architectural composition.

**Dormer:** A structure set upright in a sloping roof, usually housing a vertical window or ventilating louver.

**Eave:** The underside of a sloping roof projecting beyond the wall of a building.

**Elevation:** A mechanically accurate “head-on” drawing of a face of a building or object, without any allowance for the effect of the laws of perspective. Any measurement on an elevation will be in a fixed proportion, or scale, to the corresponding measurement on the real building.

**End Post:** (corner board) Located at the ending point or corner against which siding is fitted.

**Façade:** The front or principal face of a building, an side of a building that faces a street or other open space.

**Fascia:** A flat board with a vertical face that forms the trim along the edge of a flat roof, or along the horizontal, or eaves, sides of a pitched roof. The rain gutter is often mounted on it.

**Fenestration:** The arrangement and design of windows in a building.

**Floor Area Ratio:** The relationship of the total floor area of a building to the land area of its site, as defined in a ratio in which the numerator is the floor area and the denominator is the site area.

**Guest House:** Living quarters or conditioned space within an accessory building for the use of persons living or employed on the premises, or for temporary use by guests of the occupants of the premises. Such quarters may have bathroom facilities, but no kitchen facilities. Such quarters shall not be rented or otherwise be used as a separate dwelling.

**Guidelines:** Describes the preferred appearance and the expected quality. These are qualitative statements.

**Human Scale:** The size or proportion of a building element or space relative to the structural or functional dimensions of the human body. Used generally to refer to building elements that are smaller in scale, more proportional to the human body, rather than monumental (or larger scale).

**Molding:** Any of various long, narrow, ornamental surfaces with uniform cross sections and a profile shaped to produce modulations of light, shade, and shadow. The term also refers to a slender strip of wood or other material having such a surface and used for ornamentation and finishing.

**Parapet:** A low, protective wall at the edge of a terrace, balcony or roof, typically part of an exterior wall fire wall or party wall that rises above the roof.

**Perspective (drawing):** A method for representing three-dimensional objects and spatial relationships on a two-dimensional surface as they might appear to the eye.

**Pitch:** The slope of a roof commonly expressed in inches of vertical rise per foot of horizontal run.

**Planter Strip (parkway):** A landscape area located between the curb and sidewalk, that is typically 6 to 7 feet in width, where street trees and plant materials are provided. Typical of many of the streets in the 1917 district.

**Porch:** An exterior appendage to a building, forming a covered approach or vestibule to a doorway.

**Preservation:** Historic preservation is defined as the act or process of applying measures necessary to sustain the existing form, integrity and materials of recognized historical properties. Historic preservation districts are generally created to protect entire areas or groups of historic structures. The majority of structures in a district would be of such historic significance as to meet all of the City's criteria for landmark designation. Guidelines for historic districts address similar issues as those found in conservation guidelines regarding the importance of retaining traditional community character, but also go further by focusing on preserving the historic integrity of individual structures, building sites and their related features.

**Public View:** The visual perspective of a building or structure from the vantage of a public right-of-way, sidewalk or land used in common.

**Roof:** The top covering of a building. Following are some types:

- **Gable roof** has a pitched roof with ridge and vertical ends.
- **Hip roof** has sloped ends instead of vertical ends.
- **Shed roof** (lean-to) has one slope only and is built against a higher wall.
- **Jerkin-head** (clipped gable or hipped gable) is similar to gable but with the end clipped back.
- **Gambrel roof** is a variation of a gable roof, each side of which has a shallower slope above a steeper one.
- **Mansard roof** is a roof with a double slope; the lower slope is longer than the upper.

**Second Dwelling Unit:** Living quarters within an accessory building for owner occupancy or rental. Such quarters may have bathroom facilities and kitchen facilities. An additional parking space is required based on ability to rent and maximum size restriction apply.

**Siding:** A weatherproof material as shingles, boards or units of sheet metal, used for surfacing the exterior walls of a frame building.

**Sightline:** Any of the lines projecting from the eye of the viewer to various points on any object in linear perspective.

**Site Plan:** A plan showing the form, location, and orientation of a building or group of buildings on a site, usually including the dimensions, contours, paving, landscaping, and other significant features of the site (also called the plot plan).

**Special Character Area:** Streets or neighborhoods within the City that have special character defining aspects such that they can be identified as a unique or separate area. Characteristics may include such things as age of structures, type of construction or types of uses.

**Standards:** Sets the minimum/maximum requirements based on quantifiable criteria. Usually contained in zoning.

**String Course:** A horizontal course of brick or stone flush or projecting beyond the face of a building, often molded to mark a division in the wall

**Traditional:** Reflective of past traditions and customs with regard to the built and social environment. Architecture that is reflective of older building techniques and conventions, such as the placement of parking in a secondary location, from a time when automobile use was less prevalent.

**Transom:** A window located above a door or larger window.

**Visual Continuity:** A sense of unity or belonging together exhibited by elements of the built environment because of similarities among them.

# List of Public Process Participants

Jeff Adamski  
Mike Adsmick  
Edwin Alagozian  
Lindsey Alagozian  
Tim Allis  
James Austin  
Andy Bale  
Rose Ann Banninger  
H. Bennett  
L. Bennett  
Cheryl Blanquist  
Barbara Boehler  
Ann Bonham  
John Bouthitt  
Mike Braswell  
Jacqueline Brentanu  
Karen Brey  
John Bric  
Michael Brown  
Lynn Campbell  
Marcel Campos  
Marsha Carlton  
Heather Caswell  
Bill Cavins  
Val Connor  
Tor Cross  
Tom Cross  
Robin Datel  
Debbie Dills  
Dennis Dingemans  
Julie Donkud  
Eric Doud  
Mark Francis  
Greg Frantz  
Christy Friederich  
Mel Gagnon  
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