



ZONING CHECKLIST

PROJECT ADDRESS: _____ ZONING: _____

LOT SIZE (sq ft): _____ TYPE OF PROJECT: _____

		Code Standard	Shown on Plans
❖ Minimum Setbacks for One Story (First Floor)			
➤ Front	ROWBOW _____	_____	_____
➤ Street Side	ROWBOW _____	_____	_____
➤ Interior Side(s) (Right)		_____	_____
➤ Interior Side(s) (Left)		_____	_____
➤ Total for Both Sides		_____	_____
➤ Rear		_____	_____
❖ Minimum Setbacks for Two Story (Second Floor)			
➤ Front	ROWBOW _____	_____	_____
➤ Street Side	ROWBOW _____	_____	_____
➤ Interior Side (Right)		_____	_____
➤ Interior Side (Left)		_____	_____
➤ Rear		_____	_____
❖ Maximum Building Height / Number of Stories (see Definitions sheet)		_____	_____
❖ Maximum Lot Coverage % (see Definitions sheet)		_____	_____
❖ Threshold Floor Area Ratio % (see Definitions sheet)		_____	_____
❖ Minimum Usable Open Space % (see Definitions sheet)		_____	_____
❖ Threshold % of Existing Gross Square Footage		_____	_____
❖ Threshold Numbers of Bedrooms / Bathrooms (see Definitions sheet)		_____	_____
❖ Minimum Off-street Parking Spaces (covered / uncovered)		_____	_____
❖ Maximum Size Square Footage / % of Primary Structure		_____	_____
❖ Maximum Required Rear Yard Coverage %		_____	_____
❖ Minimum Separation of Structures		_____	_____
❖ _____		_____	_____
❖ _____		_____	_____
❖ _____		_____	_____

STAFF/Approved By: _____ Date: _____

DEFINITIONS

Building height. The vertical distance from the average contact ground level at the front wall of the building to the highest point of the structure, excluding vents and fireplaces.

Lot coverage. The percentage of the total lot area that is covered by structure as herein defined. For the purposes of lot coverage, structures are anything constructed, the use of which requires permanent location on the ground, or attachment to something having a permanent location on the ground. For the purposes of lot coverage, "structures" include buildings and accessory structures, storage sheds, patio covers and gazebos with solid roofs, and decks which are thirty inches or more above grade (as defined in the building code). For the purposes of lot coverage, "structures" shall not include architectural features (including cornices, canopies, and eaves) supported from the structures; trellis and arbors which do not have solid roofs and/or solid sides; and decks which are less than thirty inches above grade.

Floor area ratio. A ratio between the area of permitted floor space in a structure in terms of its outside dimensions (gross floor area) and the area of the lot on which it is situated.

1. For clarification, the following areas are included in gross floor area:

- Exterior walls (that is, the thickness is included).
- Laundry rooms, mechanical rooms, closets, storage rooms, built-in cabinets and media niches.
- Mezzanines and lofts.
- Floor areas used by interior and exterior stairways, elevators, escalators and similar features. The floor area of each run of stairs shall be counted once (not twice by counting on two floor levels). Usable spaces (generally defined as having a 5' minimum height) such as rooms, closets and cabinets under a run of stairs shall also be counted.
- First-story porches, patios, and breezeways with a "solid" cover and enclosed by "solid" walls on more than two sides.
- In single family and duplex residential uses, attached or detached garages and carports (**that portion in excess of 500 sq. ft.**)
- Accessory buildings that are deemed habitable space, including guest houses and second units.
- All balconies, decks, and verandas above the first story. (Resolution #1-2006, adopted 8/9/2006 by Planning Commission)

2. For clarification, the following areas are excluded from gross floor area:

- Basement, underground parking, and attic spaces.
- First-story porches, balconies, patios, breezeways, and decks (as well as overhangs, eaves, cantilevers, awnings and similar features) with a "solid" cover but not enclosed by "solid" walls on more than two sides.
- First-story porches, balconies, patios, breezeways, decks and gardens which do not have a "solid" cover.
- Air spaces within buildings such as vaulted ceilings (the floor area shall be counted at the actual floor area only and not in the air spaces above).
- Garages (that portion up to 500 square feet).

Usable open space. Outdoor area on the ground which is designed and used for outdoor living, recreation including swimming, utility space, pedestrian access or landscaping. Such areas shall be readily accessible to building occupants and shall be effectively separated from automobile circulation and parking. Such areas shall not include the required front yard, off-street parking space or driveways nor shall any such area have a dimension of less than twelve feet. Atria or courtyards may be credited as open space providing that the enclosed area is a minimum of twelve feet in both length and width. Balconies may be credited as open space providing they have a minimum dimension of five feet. Sun decks may be credited as open space up to a maximum of twenty-five percent in the R-3 districts and a maximum of fifty percent in the R-HD of the total open space requirement.

Bedroom. Any room in a dwelling unit used or intended or designed to be used for sleeping purposes with no less than seventy square feet of floor area and no dimension less than seven feet other than bathroom(s), kitchen, living, dining, family or any other room that meets the definition of a den.

Den (or family room, sewing room, study, loft studio or similar rooms). A room which is open (has no door and has one wall that is at least fifty percent open to the interior portion of the dwelling) on at least one side, does not contain a wardrobe, closet or similar facility, and which is not designed or used for sleeping purposes.

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