

CHAPTER 28.1. "DR" DISTRICTS **(DESIGN REVIEW DISTRICTS)**

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SECTION 6565.1. ESTABLISHMENT AND PURPOSE OF DESIGN REVIEW DISTRICT.

- A. In any district which is combined with the "DR" District, the regulations of this Chapter shall apply.
- B. In addition to the regulations set forth in Chapter 27, Section 6550 et seq., proceedings for the determination of an area for the application of these regulations may also be initiated by a petition of the majority of the property owners in a given area. Upon receipt of such a petition, the Planning Director shall set a date of hearing thereof, and give a notice as set forth in Section 6551 of the San Mateo County Ordinance Code.

C. In establishing the Design Review District, the Board of Supervisors hereby determines that:

1. Many communities, neighborhoods and areas in this County have deteriorated through poor planning, neglect of proper design standards, and the erection of buildings and structures unrelated to the sites, incompatible with the character of the neighborhood and insensitive to the natural environment, especially in older undeveloped or partially developed platted areas, existing and proposed communities, clustered developments and areas with unique environmental and/or resource value.
2. These conditions promote disharmony, reduce property values, and impair the public health, comfort, convenience, happiness and welfare.
3. The lack of appropriate guidelines and criteria for the design of new buildings and structures contributes to these conditions.
4. It is necessary and desirable to alleviate these conditions by providing appropriate guidelines and criteria for the maintenance and enhancement of property values, the visual character of especially fragile communities, the natural environmental resources and the public health, safety, comfort, convenience, happiness and welfare of the citizens of the County.
5. The review procedures of this Chapter will more effectively preserve and enhance the property values, the visual character of especially fragile communities, the natural environmental resources, and the public health, safety, comfort, convenience, happiness, and welfare of the citizens of the County.

D. The purposes of this Chapter are:

1. To recognize the interdependence of land values and aesthetics and to provide a method by which the County may encourage builders to develop land so that its value and attractiveness will endure.
2. To encourage development of private property in harmony with the desired character of the community or area in conformance with an adopted set of community design principles as well as the County General Plan and other Precise Plans.
3. To avoid and prevent community deterioration and to encourage the preservation and enhancement of property values and the visual character of communities and natural resources.

4. To improve the general standards of orderly and stable development in the County through review of the design of individual buildings, structures and their setting.
5. To improve and augment the regulations now included in ordinances related to planning, building and health in order to promote development which is in the best interest to the public health, safety and welfare of the County.
6. To establish standards and policies that will promote, preserve, and enhance building design, proper site development, and other environmental characteristics in communities and areas where previous planning and zoning controls have been found inadequate for these purposes and the economic and physical stability is threatened by new development.

It is not the purpose of this Chapter that regulation of design should be so rigidly interpreted that individual initiative is precluded in the design of any particular building or substantial additional expense is incurred. It is the intent of this Chapter that any regulation exercised shall be that necessary to achieve the overall objectives of this Chapter.

- E. Furthermore, it is the intent of this Board that, prior to the review of any application under the procedures set forth in this Chapter, a set of specific design review standards shall be developed for the communities in which the regulations of this Chapter apply. The design review standards shall be developed in accordance with procedures that will insure opportunity for the citizens of such communities to present their view. The design review standards so developed shall be incorporated as part of these regulations and shall be supplemental to the Community Design Manual approved and adopted by the Board of Supervisors as policy for the application of this Chapter.

SECTION 6565.2. ESTABLISHMENT OF DESIGN REVIEW COMMITTEE, DESIGN REVIEW ADMINISTRATOR AND DESIGN REVIEW OFFICER.

- A. There is hereby established a Design Review Committee consisting of three members to be appointed by the Board of Supervisors.
 1. Appointments shall be for three-year terms, except that the initial members shall be appointed to a one-year, a two-year and a three-year term so that subsequently one appointment shall expire each year. The Board of Supervisors may adjust the terms of any appointment to assure such overlap in terms occurs.
 2. Members shall be residents of San Mateo County. Two members shall be licensed architects or landscape architects. The third member shall be a resident of the unincorporated community in which the project being reviewed is located, as listed in Section 6565.7.2. For communities where

an advisory council has been established by the Board of Supervisors, the advisory council shall make a recommendation on resident third member candidates prior to appointment by the Board of Supervisors. The terms of the residents designated to serve on the Design Review Committee shall be three years.

3. Two members present shall constitute a quorum and two votes shall be required for action.
 4. The Board of Supervisors will appoint alternates for each member with the same terms and qualifications.
 5. The Design Review Committee shall adopt rules for the conduct of its business and a conflict of interest code.
 6. Members shall be paid \$50.00 per meeting not to exceed \$50.00 per month.
- B. The Director of Planning is the Design Review Administrator and may appoint in writing an assistant to act as the Design Review Officer, who may exercise all of the powers of the Design Review Administrator.

SECTION 6565.3. REQUIREMENT FOR DESIGN REVIEW AND APPROVAL. This Chapter shall apply in any district which is combined with the “DR” District, and shall apply to all new exterior construction which requires a building permit, grading or land clearing that requires a grading permit, or tree cutting that requires a tree cutting permit, unless the activity is determined to be exempt in accordance with Section 6565.4 below. All applicable activities shall be reviewed for conformance with this Chapter. No such applicable activity shall commence unless the design of the project has been approved.

SECTION 6565.4. EXEMPTIONS. The Design Review Administrator (DRA) may exempt activities which otherwise require design review from the requirements of this Chapter when such activities, in the judgment of the DRA, are minor in nature and will not have an adverse effect on compliance with design standards or guideline or zoning regulations applicable to the property or structure in question. Applications for exemption shall be filed in the manner prescribed by the DRA and shall be accompanied by a fee set by resolution of the Board of Supervisors. Exemptions shall be documented by the DRA, whose decision of exemptions shall be final.

SECTION 6565.5. PRE-DESIGN CONFERENCE. Prior to beginning design of a project in the Design Review District and submitting an application for Design Review, the project designer and owner shall request and shall participate in a pre-design conference with the Design Review Administrator. During the pre-design conference, the Design Review Administrator shall provide the designer and owner with written copies of the zoning regulations and design review standards and guidelines applicable to the property and project in question, shall review same with the designer and owner and shall answer any questions concerning appropriate design of the project. The

intent of the pre-design conference is to assure that the designer and owner are aware of the design standards and expectations of the County prior to commencing design of a project.

SECTION 6565.6. APPLICATION REQUIREMENTS. Applications for Design Review shall be submitted on forms supplied by the Design Review Administrator who may prescribe the form and scope of all applications and establish filing deadlines subject to any provisions of State statutes or County ordinances or policies.

The application for Design Review shall contain or be accompanied by the following information. (Plans and specifications submitted with an application for design review shall accurately reflect the entire exterior appearance of the proposal, but should be preliminary rather than construction drawings, as they may be subject to revision in whole or in part during the design review process.)

- A. Location map showing the building site, adjacent lots and streets. Indicate if adjacent lots are developed or vacant.
- B. Site plan, at a minimum scale of 1 inch = 20 feet, clearly showing:
 - 1. Property lines.
 - 2. Size of parcel.
 - 3. Existing and proposed ground contours.
 - 4. All existing trees and those to be removed and their size.
 - 5. Easements and utility lines.
 - 6. Percentage of lot coverage.
 - 7. Dimensions of setbacks.
 - 8. All existing and proposed improvements, including buildings, structures, decks, paving, fences, signs, etc.
 - 9. Where applicable, proposed septic leach field lines.
- C. Building elevations, at a minimum scale of 1/4 inch = 1 foot, clearly showing:
 - 1. All exterior walls.
 - 2. Natural grade in relation to all exterior walls.
 - 3. Building heights of all elevations.

4. Roof equipment, trash enclosures, fences, signs, exterior lights, and other structures or fixtures.
 5. Type of roof and exterior materials to be used.
 6. Color of materials or finish.
- D. Landscape plans. All submitted landscape plans shall follow minimum standards set by the Planning Director available at the offices of the San Mateo County Planning Division.
- E. A written explanation of how and why the design of the project conforms to the standards and guidelines for design review applicable to the location of the project.
- F. Floor area ratio as specified in the Residential Hillside (RH) zoning district regulations (Emerald Lake Hills and Oak Knoll Manor only).
- G. Building floor area as specified in the S-70, S-90, and S-100 zoning district regulations (Palomar Park and Devonshire).
- H. All proposed grading (cut and fill) and the total amount of grading in cubic yards (Emerald Lake Hills and Oak Knoll Manor only).
- I. Any additional information as determined by the Design Review Administrator necessary for evaluation of the development plans.
- J. Fees as set by resolution of the Board of Supervisors.

SECTION 6565.7. ACTION ON APPLICATION FOR DESIGN REVIEW.

- A. Review or action on an application for Design Review shall be taken by the Design Review Committee for projects located in the following communities:
1. Emerald Lake Hills and Oak Knoll Manor (areas zoned RH/DR only).
 2. Palomar Park.
 3. Devonshire.
 4. Midcoast (areas zoned R-1 only).

In all other areas within the Design Review District, review or action shall be by the Design Review Administrator.

- B. When the project in question requires another permit or approval, such as (but not limited to) a use permit, variance or subdivision, to be acted upon by the Zoning Hearing Officer, Planning Commission or Board of Supervisors, then the action of the Design Review Committee or Design Review Administrator shall be in the form of a recommendation to the decision-maker on the other permit(s), who shall act upon the application for design review only after receiving and considering such recommendation. In such cases, the decision-maker may refer any revisions to the design of the project back to the Design Review Committee or Design Review Administrator for further recommendation prior to taking action on the project.
- C. The Design Review Committee or Design Review Administrator may refer any matter directly to the Planning Commission when, in their opinion, such action will be in the public interest.
- D. Action on an application for Design Review shall be to: (a) approve the application and plans as submitted, (b) approve them with modifications, or (c) disapprove the application and plans.

SECTION 6565.8. PUBLIC HEARING AND COMMENT.

- A. When action or recommendation on an application for Design Review is to be by the Design Review Committee, the Committee shall first hold a public hearing to receive comments on the project. Such hearings shall be sufficiently structured to assure that the comments of any interested person are considered and recorded prior to action, but shall be conducted in a manner which encourages the free and informal exchange of ideas between the project designer and the Design Review Committee.
- B. When action or recommendation is to be by the Design Review Administrator, the Administrator shall consider any comments received from any interested party prior to action and shall consult with the project designer or owner prior to taking any action or making any recommendation other than approval as submitted.

SECTION 6565.9. NOTICE.

- A. Public notice of each application for Design Review shall be provided at least ten (10) calendar days prior to any of the following:
 - 1. Public hearing and action by the Design Review Committee on a Design Review application.
 - 2. Public hearing and recommendation by the Design Review Committee to another decision-maker on a Design Review application.

3. Action by the Design Review Administrator on a Design Review application.
- B. Notice required by Section 6565.8.1, above, shall be provided by written mailed notice to:
1. The owner of the property which is the subject of the application.
 2. The project applicant as listed on the application.
 3. The project designer as listed on the application.
 4. All owners of property, as shown on the last equalized assessment roll, within three hundred (300) feet (or the notification area required for any other permit required for the project, whichever is greater) of the exterior limits of the property and any adjoining property owned by the same owner for which the application is proposed.
 5. Any person who has requested notice of all Design Review applications within that community within the preceding year.
- C. A notice of pending applications for building or grading permits which require design review under this Chapter, and tree cutting permits shall be conspicuously posted at eye level at the front of the property nearest the street in a manner outlined in paragraph 1, above of this section. Such notices shall be on forms provided by the County.
- D. Written notice of the findings and the decision on an application for Design Review shall be mailed to the applicant by first-class mail at the address set forth in the application and to any other person who has filed a written request therefore with the Design Review Administrator.

SECTION 6565.10. FINDINGS.

- A. The burden shall be on the property owner, project designer and permit applicant to demonstrate that the design of the project conforms to the standards and guidelines for design review applicable to the location of the project.
- B. In acting on an application for Design Review, the Design Review Committee, the Design Review Administrator or other decision-maker on the application shall make written findings stating how and why the project does or does not conform to the standards and guidelines for design review applicable to the location of the project.
- C. In making such findings, the decision-maker shall apply the following principles:

1. Regulation of design should not be so rigidly enforced that individual initiative is precluded in the design of any particular building or substantial additional expense incurred. The regulation exercised should be that necessary to achieve the overall objectives as set forth in Section 6565.1.4.
2. Appropriate design is based upon the suitability of a building for its purposes, upon the appropriate use of sound materials and upon the principles of harmony and proportion in the elements of the building.
3. Appropriate design is not based on economic factors alone.

SECTION 6565.11. APPEALS.

- A. Decisions on Design Review made by the Design Review Committee, the Design Review Administrator or the Zoning Hearing Officer may be appealed to the Planning Commission within ten (10) working days only by aggrieved persons. Notice of the public hearing shall be provided as specified in Section 6565.9. The Planning Commission shall review and consider points of appeal for each Design Review application. The decision of the Planning Commission may be appealed to the Board of Supervisors following the same procedures as for appeals to the Planning Commission.
- B. For purposes of this section, "aggrieved person" means any person who, in person or through a representative, appeared at a public hearing or by other appropriate means prior to action on an application for Design Review informed the County of his or her concerns about an application for such permit or who for good cause was unable to do either, and who objects to the action taken on such permit and wishes to appeal such action to a higher authority.

SECTION 6565.12. AMENDMENT.

- A. Subsequent to the granting of a design approval pursuant to this Chapter, the Design Review Administrator may approve amendments to the approved plans which, in the judgment of the Design Review Administrator, are minor in nature, without the public notice, hearing or appeal otherwise required or authorized by this Chapter. Such approval shall be in writing. Other amendments shall be processed as for new applications.
- B. Minor amendments may include, but are not limited to: interior modifications; relocations of doors and windows; adjustments in roof pitch or design; minor relocations of walls, fences or signs; and other adjustments in design, all only to the extent that they will not, in the judgment of the Design Review Administrator, have an adverse effect on compliance with design standards or guidelines or zoning regulations applicable to the project.

SECTION 6565.13. EXPIRATION.

- A. Design approvals granted pursuant to this Chapter shall expire five (5) years from the date of approval if all other permits required for the project have not been obtained and construction begun.
- B. Upon written request of the property owner, and for good cause, the Design Review Administrator may extend the expiration period for design approvals one year at a time.

SECTION 6565.14. INSPECTION AND OCCUPANCY. Before an occupancy permit is issued, the completed building must be inspected for compliance with the decision on the Design Review application.

SECTION 6565.15. STANDARDS FOR DESIGN IN EMERALD LAKE HILLS AND OAK KNOLL MANOR (AREAS ZONED RH/DR) AND DEVONSHIRE. The following design standards shall apply within Emerald Lake Hills and Oak Knoll Manor (areas zoned RH/DR only) and within Devonshire.

A. Site Planning

As much as possible, site new buildings on a parcel in locations that:

1. Minimize tree removal;
2. Minimize alteration of the natural topography;
3. Respect the privacy of neighboring houses and outdoor living areas;
4. Minimize the blockage of sunlight on neighboring buildings; and
5. Minimize alteration of streams and natural drainage channels.

B. Architectural Styles

Design new buildings that are architecturally compatible with existing buildings by requiring them to reflect and emulate, as much as possible, the predominant architectural styles and the natural surroundings of the immediate area (e.g., bungalow, craftsman, ranch). Avoid revivalist historical styles.

C. Building Shapes and Bulk

Design buildings with shapes that respect and conform to the natural topography of the site by requiring them to step up or down hillsides in the same direction as the natural grade. Control the bulk of buildings on hillsides by requiring them to be terraced up or down the hill at a uniform height.

D. Unenclosed Spaces

As much as possible, avoid the creation of unattractive, useless space beneath buildings by prohibiting buildings that are predominantly built on stilts.

E. Facades

Design well articulated and proportioned facades by:

1. Avoiding the dominance of garages at street level;
2. Considering the placement and appearance of garages and the width of garage doors;
3. Prohibiting massive blank walls by creating aesthetic and proportioned patterns of windows and shadows; and
4. Relating the size, location, and scale of windows and doors to adjacent buildings.

F. Roofs

Design buildings using primarily pitched roofs. Design buildings with roofs that reflect the predominant architectural styles of the immediate area.

G. Materials and Colors

Make varying architectural styles compatible by using similar materials and colors which blend with the natural setting and the immediate area. Avoid the use of building materials and colors which are highly reflective and contrasting by requiring them to blend and harmonize with the natural woodland environment and vegetation of the area.

1. Use colors such as warm grays, beiges, natural woods, and muted greens. Prohibit the use of cool grays, blues, pinks, yellows, and white.
2. Encourage the use of building materials that are compatible with the predominant architectural styles of the immediate area. In areas where bungalow, craftsman, and ranch architectural styles are predominant, use real wood and stone building materials such as board and batten, wall shingles, fire-resistant roof shingles, flagstone, and rock. Avoid such materials as simulated stone and T-111 plywood. Ensure that all roof materials have Class "C" or better fire resistive ratings.

H. Utilities

Install all new service lines underground.

I. Signs

Control the use of signs so that their number, location, size, design, lighting, materials, and colors harmonize with their surroundings and are compatible with the architectural style of the building.

J. Paved Areas

As much as possible, keep the amount of visible paved areas (e.g., driveways, walkways, etc.) to a minimum.

SECTION 6565.16. STANDARDS FOR DESIGN IN PALOMAR PARK. The following design standards shall apply within Palomar Park.

A. Site Planning

As much as possible, site new buildings on a parcel in locations that:

1. Minimize tree removal;
2. Minimize alteration of the natural topography;
3. Respect the privacy of neighboring houses and outdoor living areas;
4. Minimize the blockage of sunlight on neighboring buildings; and
5. Minimize alteration of streams and natural drainage channels.

B. Architectural Styles

Design new buildings that are architecturally compatible with existing buildings by requiring them to reflect and emulate, as much as possible, the predominant architectural styles and the natural surroundings of the immediate area. Avoid revivalist historical styles.

C. Building Shapes and Bulk

Design buildings with shapes that respect and conform to the natural topography of the site by requiring them to step up or down hillsides in the same direction as the natural grade.

Control the bulk of buildings on hillsides by requiring them to be terraced up or down the hill at a uniform height.

D. Unenclosed Spaces

As much as possible, avoid the creation of unattractive, useless space beneath buildings by prohibiting buildings that are predominantly built on stilts.

E. Facades

Design well articulated and proportioned facades by:

1. Avoiding the dominance of garages at street level;
2. Considering the placement and appearance of garages and the width of garage doors;
3. Prohibiting massive blank walls by creating aesthetic and proportioned patterns of windows and shadows; and
4. Relating the size, location, and scale of windows and doors to adjacent buildings.

F. Roofs

Design buildings using primarily pitched roofs. Design buildings with roofs that reflect the predominant architectural styles of the immediate area.

G. Materials and Colors

Make varying architectural styles compatible by using similar materials and colors which blend with the natural setting and the immediate area. Avoid the use of building materials and colors which are highly reflective and contrasting by requiring them to blend and harmonize with the natural woodland environment and vegetation of the area.

1. Use colors such as warm grays, beiges, natural woods, and muted greens.
2. Encourage the use of building materials that are compatible with the predominant architectural styles of the immediate area. In areas where bungalow, craftsman, and ranch architectural styles are predominant, use real wood and stone building materials such as board and batten, wall shingles, fire-resistant roof shingles, flagstone, and rock. Ensure that all roof materials have Class "C" or better fire resistive ratings.

H. Utilities

Install all new service lines underground.

I. Signs

Control the use of signs so that their number, location, size, design, lighting, materials, and colors harmonize with their surroundings and are compatible with the architectural style of the building.

J. Lighting

Exterior lighting should be subdued and indirect, and glaring fixtures should be avoided.

K. Retaining Walls

Retaining walls should be surfaced, painted, landscaped or otherwise treated to blend with their surroundings.

L. Paved Areas

As much as possible, keep the amount of visible paved areas (e.g., driveways, walkways, etc.) to a minimum.

SECTION 6565.17. STANDARDS FOR DESIGN IN OTHER AREAS. The following design standards shall apply in other areas zoned Design Review.

- A. Proposed structures are designed and situated so as to retain and blend with the natural vegetation and landforms of the site and to ensure adequate space for light and air to itself and adjacent properties.
- B. Where grading is necessary for the construction of structures and paved areas, it blends with adjacent landforms through the use of contour grading rather than harsh cutting or terracing of the site and does not create problems of drainage or erosion on its site or adjacent property.
- C. Streams and other natural drainage systems are not altered so as to affect their character and thereby causing problems of drainage, erosion or flooding.
- D. Structures are located outside flood zones, drainage channels and other areas subject to inundation.
- E. Trees and other vegetative land cover are removed only where necessary for the construction of structures or paved areas in order to reduce erosion and impacts on natural drainage channels, and maintain surface runoff at acceptable levels.

- F. A smooth transition is maintained between development and adjacent open areas through the use of natural landscaping and plant materials which are native or appropriate to the area.
- G. Views are protected by the height and location of structures and through the selective pruning or removal of trees and vegetative matter at the end of view corridors.
- H. Construction on ridgelines blends with the existing silhouette by maintaining natural vegetative masses and landforms and does not extend above the height of the forest or tree canopy.
- I. Structures are set back from the edge of bluffs and cliffs to protect views from scenic areas below.
- J. Public views to and along the shoreline from public roads and other public lands are protected.
- K. Varying architectural styles are made compatible through the use of similar materials and colors which blend with the natural setting and surrounding neighborhoods.
- L. The design of the structure is appropriate to the use of the property and is in harmony with the shape, size and scale of adjacent building in the community.
- M. Overhead utility lines are placed underground where appropriate to reduce the visual impact in open and scenic areas.
- N. The number, location, size, design, lighting, materials, and use of colors in signs are compatible with the architectural style of the structure they identify and harmonize with their surroundings.
- O. Paved areas are integrated into the site, relate to their structure, and are landscaped to reduce visual impact from residential areas and from roadways.

SECTION 6565.18. STANDARDS FOR THE DESIGN OF COMMERCIAL STRUCTURES ON MIDDLEFIELD ROAD IN NORTH FAIR OAKS. The following design standards shall apply to parcels along Middlefield Road (areas zoned C-1/NFO and C-2/NFO) in North Fair Oaks.

A. Site Planning

1. Locate development on a parcel so that: (1) commercial uses abut the front property line, with the exception of recessed entryways, and directly face the street, (2) pedestrians have direct access to retail uses from the street,

and (3) storage areas are located towards the rear of the parcel (see Figure 1).

2. Perpetuate the existing pattern of small scale commercial development by requiring 25-foot or 50-foot wide building or storefronts within larger buildings which face the street (see Figure 2).
3. On corner parcels, locate development on both property lines; however, encourage the corner to be recessed up to a maximum of six (6) feet from the front and side property lines in order to create: (1) pedestrian plazas, (2) increased site distances, (3) prominent building entrances, and (4) more architecturally-interesting buildings (see Figure 3).

B. Mixed-Use Development

Encourage mixed-use development with commercial uses on the ground level and offices and/or residences on upper levels (see Figure 4).

C. Architectural Styles

Encourage architecture that strongly enhances the overall appearance of the street and allow varying architectural styles.

D. Building Scale and Height

Harmonize building scale and height of commercial buildings with any adjacent residential buildings (see Figure 5).

E. Building Facades

1. Design building facades with doors, windows, walls, and/or other elements that proportionately fit together and are humanly scaled in order to create a harmonious composition where no one element dominates or overwhelms another.
2. Encourage the use of door and window canopies and awnings (see Figure 6).
3. Encourage recessed entryways (see Figure 7).
4. Require that transparent windows which are seen by pedestrians be at least sixty (60) percent of the length of the building facade facing the street.
5. Prohibit opaque or reflective window tints and glazes.

Insert Figure(s), page 1

Insert Figure(s), page 2.

6. Encourage the use of special architectural features on corner building, including corner entries at ground level and projecting windows, towers, turrets, and cupolas on the corners of upper levels (see Figure 8).

F. Materials and Colors

Use building materials and colors that are compatible with the design of the building and enhance surrounding development. Minimize the use of materials and colors that are highly contrasting and reflective.

1. Use building materials of durable quality.
2. Use exterior building materials that are in harmony with surrounding neighborhood and enhance the building style, e.g., red brick or other masonry, painted or stained wood, or textured painted stucco surfacing materials. Prohibit the use of unfinished cinder or cement block or corrugated metal siding when visible from a public street or residential use (see Figure 9).
3. Minimize the use of colors that are brilliant, deep, highly contrasting and reflective (e.g.: pink, orange, blue, purple) by allowing them: (1) for only design and/or accent purposes, and (2) to cover no more than twenty-five (25) percent of any one exterior side of a building.

G. Off-Street Parking

1. Where possible, locate off-street parking at the rear of the parcel and behind buildings (see Figure 10).
2. Screen off-street parking when visible from a public street or residential use (see Figure 11).
3. Encourage the use of common driveways providing access to more than one parcel (see Figure 11).

H. Signs

1. Limit the number, location, size, design, lighting, materials, and colors of signs so that they are compatible with the building style (see Figure 12).
2. Require the content and design of signs, illustrations, and murals painted on exterior building walls to be compatible with the building and the surrounding environment.

I. Landscaping

Encourage the growing of:

1. Vines on walls and trellises; and
2. Flowers in planter boxes to enhance the appearance of blank walls when visible from a public street or residential use (see Figures 13 and 14).

J. Lighting

Require exterior lighting fixtures, standards, and all exposed accessory lighting to be compatible with building design (see Figure 15).

K. Utilities

Install new distribution lines underground.

SECTION 6565.19. STANDARDS FOR DESIGN IN PLANNED COLMA DISTRICT.

The following design standards shall apply to all land designated High Density Residential, Medium High Density Residential and Neighborhood Commercial (Residential Above) within the Planned Colma (PC) Zoning District:

A. Relationship to BART Station Area Specific Plan

The provisions of this section implement the BART Station Area Specific Plan. The BART Station Area Specific Plan provides further guidance in complying with the requirements of this section. The Specific Plan shall be used in conjunction with this section to design and evaluate development proposals.

B. Definitions

For the purposes of this subsection, the following terms are defined:

Courtyard Apartment Building. A multiple-story building containing multiple-family dwellings with shared entrances off a central courtyard.

Duplex. A building containing two-family dwellings with individual entrances.

Flat. A multiple-story building containing two-family or multiple-family dwellings with each dwelling on a separate floor.

Kiss-N-Ride Area. Designated curbside areas for passenger drop-off and pick-up.

Podium Apartment Building. A multiple-story building containing multiple-family dwellings with shared entrances over subsurface or ground floor parking.

Single-Family Home. A building containing a one-family dwelling.

Single-Loaded Apartment. Apartment unit configured to run the entire depth of a building from front to back.

Single-Story Commercial Building. A building containing commercial uses within one story.

Small Apartment Building. A multiple-story building containing multiple-family dwellings with shared entrances.

Townhouse. A multiple-story building containing one-family dwellings with each unit side-by-side and individual entrances.

C. General Residential Design Guidelines

The following guidelines shall apply to all building types.

1. Building Orientation

Require:

- a. Building entrances on streets, pedestrian ways, kiss-n-ride areas, central courtyards and parks and plazas rather than the interior of blocks or parking lots.
- b. Buildings to be placed along the frontage of the BART bus turnaround and kiss-n-ride area.

Encourage: Single-loaded apartments along the BART bus turnaround with service areas facing the BART area and active spaces facing an interior courtyard.

Prohibit: Street-facing facades consisting of a blank wall or an unbroken series of garage doors, or lined with off-street uncovered parking spaces.

2. Building Form

Require:

- a. Buildings to follow the natural topography by terracing up slopes.

- b. Variations in floor level, facades, roof patterns, architectural details, and finishes of large buildings to create the appearance of several smaller buildings.

Encourage:

- a. Unobstructed views along east-west street corridors, from the Planned Colma (PC) District to San Bruno Mountain and from surrounding areas to the area.
- b. Vertical, rather than horizontal, building forms.

3. Facades

Encourage:

- a. Grand entries, such as porches.
- b. Corner entries.
- c. Landmark features, such as towers, at corners of large buildings.
- d. Porches, patios, bays, solariums, and balconies.
- e. Vertical, rather than square or horizontal, windows.
- f. Casement or divided windows with individual panes of glass.
- g. High quality wooden windows and door frames.
- h. Windows and doors to be recessed one to three inches from the front facade.

Prohibit: Exterior stairs to upper floor units on street facing facades and the front half of side facades.

4. Roofs

Require: Mechanical equipment to be screened with parapets or the roof form.

Encourage:

- a. Roofs that are integral to the structure of the building and the design of the facade, rather than ornamental.

- b. Gable roofs.

Prohibit:

- a. Mansard roofs.
- b. Buildings covered entirely by a flat roof.

5. Materials

Encourage:

- a. Identical building materials on all sides of a building.
- b. Smooth-finish stucco.
- c. Horizontal wood siding.
- d. Light tints and bright accents, rather than earthtones.

Prohibit: Walls entirely of glass, reflective glass, textured stucco, and scored plywood.

6. Walls, Fences and Landscaping

Require: Trees to be planted every 30 feet in the setback along the frontage of the BART bus turnaround and kiss-n-ride area.

Encourage:

- a. Low walls or fences of light-colored stucco, concrete, masonry, or wood along front property lines.
- b. Low hedges along front property lines.

D. Specific Residential Design Guidelines

In addition to the General Design Guidelines, the following guidelines shall apply to specific residential building types.

1. Podium Apartments

Require:

- a. Street entries placed every 50 to 60 feet.

- b. Porches, patios, bays, solariums, and balconies overlooking streets to be placed every 25 to 30 feet.
- c. Where necessary, second floor residential bays to be placed a minimum of 3 feet above retail awnings.
- d. A minimum 20-foot by 20-foot open courtyard area on the podium above parking.
- e. A tree survey for development in the eucalyptus grove north of D Street and east of the Colma BART Station.

Encourage:

- a. One entrance to serve no more than 16 units.
- b. Courtyards to contain shared facilities and paths, surrounded by porches, patios, and entry porticos.
- c. Courtyard landscaping to provide both common and private open space.
- d. Steps to connect courtyards to the street.
- e. Ground-level open space where possible.
- f. Roof decks integrated into overall building design, with wind screens and landscaping.
- g. Preservation of existing eucalyptus trees.
- h. Openings between parking levels and podium courtyards for sunlight and ventilation.

2. Podium Apartments, Small Apartment Buildings and Courtyard Apartments

Encourage:

- a. Porches, patios, solariums, and balconies to be a minimum of 6 feet deep and 50 square feet in size.
- b. Porches and patios to be accessible directly from the street or courtyard.
- c. Second floor residential bays to be placed a minimum of 3 feet above retail awnings.

Prohibit: Open railings on balconies.

3. Small Apartment Buildings and Courtyard Apartments

Require:

- a. Street entries placed every 25 to 30 feet.
- b. A minimum 20-foot by 20-foot open space area as a combination parking and open space area.

Encourage:

- a. One entrance to serve no more than 16 units.
- b. Pavement patterns and material to emphasize the combined pedestrian and auto use of parking and open space areas.
- c. Hard-surface playgrounds in parking and open space areas.

4. Duplexes, Flats and Townhouses

Require: Street entries placed every 25 to 30 feet.

Encourage:

- a. One entrance for every one to two units.
- b. Street-facing porches.
- c. Porches to be a minimum of 6 feet deep and 50 square feet in size.
- d. Porch support columns and roofs to appear integral to the structure of the building and the design of the facade, rather than ornamental.

E. Commercial Design Guidelines

The following guidelines shall apply to all commercial uses.

1. Building Orientation

Require: Buildings to face streets, pedestrian ways, kiss-n-ride areas, and parks and plazas rather than the interior of blocks or parking lots.

Encourage: Benches and small tables along ground floor retail frontages outside the public right-of-way.

Prohibit: Street-facing facades to consist of a blank wall.

2. Building Form

Require: Variations in floor level, facades, roof patterns, architectural details, and finishes of large buildings to create the appearance of several smaller buildings.

Encourage:

- a. Unobstructed views along east-west street corridors, from the Planned Colma (PC) District to San Bruno Mountain and from surrounding areas to the area.
- b. Vertical, rather than horizontal, building forms.

3. Facades

Require:

- a. Storefront floor to ceiling height of 12 feet.
- b. Street entries to ground floor retail shops placed every 25 to 30 feet.
- c. The design of residential entries to be clearly distinct from retail entries.
- d. Display windows of clear glass.
- e. Display windows to begin no higher than 30 inches above finished sidewalk grade.
- f. No more than 6 feet of blank, non-window, wall space in every 25 feet of storefront.

Encourage:

- a. Corner entries.
- b. Separate awnings for each shop, hanging 9 to 12 feet above the sidewalk.
- c. Columns or other vertical definition placed at least every 25 to 30 feet, alternating with entries.

- d. Storefront entries to be accented by 3- to 4-foot recesses for door swing space and associated display bays.

4. Roofs

Require: Mechanical equipment to be screened with parapets or the roof form.

Encourage:

- a. Roofs that are integral to the structure of the building and the design of the facade, rather than ornamental.
- b. Gable roofs.

Prohibit:

- a. Mansard roofs.
- b. Buildings covered entirely by a flat roof.

5. Materials

Encourage:

- a. Identical building materials on all sides of a building.
- b. Light tints and bright accents, rather than earthtones.

Prohibit: Glass curtain walls, reflective glass, textured stucco, and scored plywood.

SECTION 6565.20. STANDARDS FOR THE PROTECTION OF TREES AND VEGETATION.

The following standards shall apply in all areas zoned DR. In Emerald Lake Hills, Oak Knoll Manor, Palomar Park and Devonshire, the following standards shall apply to trees 6 inches or more in diameter or 19 inches or more in circumference (measured at 4 1/2 feet above the ground), while in all other areas the following standards shall apply to trees 12 inches or more in diameter or 38 inches or more in circumference (measured at 4 1/2 feet above ground).

- A. Prohibit the removal of a tree unless:
 - 1. There is no alternative building site for a house, driveway, or accessory structure, or

2. Except for any property in the Coastal Zone, tree removal is necessary: (a) to utilize the property in a manner which is of greater public value than any environmental degradation caused by the action, or (b) to allow reasonable economic or other enjoyment of the property, or
3. A tree: (a) is diseased, (b) could adversely affect the general health and safety, (c) could cause substantial damage, (d) is a public nuisance, (e) is in danger of falling, (f) is too closely located to existing or proposed structures, (g) acts as a host for a plant which is parasitic to another species of tree which is in danger of being infested or exterminated by the parasite, or (h) is a substantial fire hazard.

The Planning Director or other reviewing body for the project shall have the authority to request a written report substantiating the removal of any tree in accordance with this subparagraph.

- B. The replacement of lost trees when required shall be in a manner prescribed by the Design Review Committee or Design Review Administrator, as is applicable, but shall not exceed the following specifications:
1. For each loss of a significant indigenous tree there shall be a replacement with three (3) or more trees of the same species using at least five (5) gallon size stock.
 2. For each loss of a significant exotic tree there shall be a replacement with three (3) or more trees from a list maintained by the Planning Director. Substitutes for trees listed by the Planning Director may be considered but only when good reason and data are provided which show that the substitute tree can survive and flourish in the regional climatic conditions.
 3. Replacement trees for trees removed shall require a surety deposit for both performance (installation of tree, staking, and providing an irrigation system) and maintenance. Maintenance shall be required for no less than two (2) and no more than five (5) years.
 4. Loss of any particular replacement prior to the termination of the maintenance period shall require the landowner at his/her expense to replace the lost tree or trees. Under such circumstances, the maintenance period will be automatically extended for a period of two (2) additional years.
 5. Release of either the performance or maintenance surety shall only be allowed upon the satisfactory installation or maintenance and upon inspection by the County.
 6. Where a tree or trees have been removed on undeveloped lands and no existing water system is available on the parcel, the replacement tree or

trees, if required to be installed, shall be of sufficient size that watering need not be done by automatic means. Under such circumstances, water can be imported by tank or some other suitable method which would ensure tree survival in accordance with subparagraphs (4) and (5), above.

7. Postponing the planting of replacement trees can be done if approved by the Design Review Administrator.
- C. Plant additional drought-tolerant trees from a list maintained by the Planning Director and shrubs as may be required for screening to minimize and soften the appearance and impact of development on the street, adjacent homes, and the community. Substitutes for trees listed by the Planning Director may be considered but only when good reason and data are provided which show that the substitute tree can survive and flourish in the regional climatic conditions.
 - D. On parcels with no or few trees, plant additional indigenous or other drought-tolerant trees and shrubs as may be required. All trees shall be at least five (5) gallon size stock unless otherwise required by the Design Review Committee or Design Review Administrator, as is applicable.
 - E. Protect all existing significant and heritage trees (as defined in Parts Two and Three of Division VIII of the San Mateo County Ordinance Code) from damage during construction activities including grading. Additional protective measures shall be required for landscaping around significant or heritage trees. The following criteria are to be followed unless topography, proximity of proposed structures, or other valid reason determined by the Design Review Committee or Design Review Administrator, as is applicable, are found to restrict construction so much that protecting any particular significant or heritage tree is not practicable and would mandate less restrictive measures. Any exception to the below listed criteria shall be determined in advance by a licensed landscape architect and best management practices in lieu shall be presented to the decision maker for review and approval:
 1. Compaction of soils within the dripline of the tree is to be avoided. Only very limited use of heavy equipment within the dripline shall be allowed and should be brought to the attention of the Design Review Administrator prior to such incursion.
 2. Grading in the vicinity of any indigenous significant or heritage oak, bay or madrone tree shall be done with detailed plans provided in advance by a licensed landscape architect. Under no circumstances will fill or excavation at the base of any significant or heritage oak, bay or madrone tree exceed four (4) inches from existing grade.

3. Additional protective measures such as fencing shall be required to prevent damage to the trunks and root systems of trees during grading and construction.
4. Trimming of low lying limbs of indigenous trees should be avoided by rerouting construction equipment or by bracing or guying such limbs out of the way of construction equipment. Any such work to shift limbs shall be done under the strict supervision of a licensed landscape architect or arborist.
5. The transplanting of significant sized or heritage trees is not considered practicable and is to be avoided.
6. Existing significant or heritage trees shall be protected from damage by construction equipment and during felling operations while trees are being removed. Any damage to such a tree shall require the immediate attention of a licensed landscape architect or arborist to determine the extent of the damage and to determine if replacement trees will be required in accordance with the provisions of subparagraph B, above, of this section. In order to assist construction crews in protecting existing trees, a licensed landscape architect or arborist will fence off the trees in advance of any construction work in order to meet the intent of this section. Any such required fencing shall be removed when all construction work has been terminated.
7. Existing significant or heritage trees shall be protected from improper landscape management practices. A program shall be developed by a licensed landscape architect or arborist intended to provide the landowner with guidelines for the care, maintenance and protection of any existing significant and heritage trees.

SECTION 6565.21. DROUGHT. In the event that a declared drought and a water rationing program is instituted by the San Mateo County Board of Supervisors or by the purveyor or other provider of water in a water district, any landscaping required by this Chapter shall be held in abeyance until such time as the water rationing program is terminated and the drought is found to be over. Under such unusual circumstances, the Design Review Committee shall have the applicant enter into an agreement to postpone all landscaping activity for the duration of the declared water emergency and rationing program. Such postponement will terminate when the emergency is declared over and the water rationing program ended at which time the landowner shall install the approved landscape plan.

SECTION 6565.22. VIOLATIONS. Any tree cut, removed, trimmed, or otherwise seriously damaged in violation of this Chapter shall be considered a violation of the provisions of either Part Two (Heritage Tree Ordinance) or Three (Significant Tree

Ordinance) of Division VIII of the San Mateo County Ordinance Code, whichever is applicable.

(Chapter 28.1, Sections 6565.1 through 6565.9 - Added by Ordinance No. 2378 - July 29, 1976)

(Chapter 28.1, Sections 6565.1 through 6565.9 - Amended by Ordinance No. 3191 - and Sections 6565.10 through 6565.16 - Added by Ordinance No. 3191 - October 24, 1989)

(Section 6565.2 - Amended by Ordinance No. 3983 - August 8, 2000)

(Section 6565.2.1.B - Amended by Ordinance No. 3321 - April 29, 1991)

(Section 6565.4 - Amended by Ordinance No. 3983 - August 8, 2000)

(Sections 6565.6, 6565.9, 6565.15.8 and 6565.16.5 - Amended by Ordinance No. 3228 - May 15, 1990)

(Section 6565.6.2.I - Added by Ordinance No. 3321 - April 29, 1991)

(Section 6565.6.7 - Added by Ordinance No. 3321 - April 29, 1991)

(Section 6565.7 - Amended by Ordinance No. 3983 - August 8, 2000)

(Section 6565.7.1 - Amended by Ordinance No. 3321 - April 29, 1991)

(Section 6565.11 - Amended by Ordinance No. 4158 - February 25, 2003)

(Section 6565.15.8 - Deleted by Ordinance No. 3321 - April 29, 1991)

(Section 6565.16 - Amended and Renumbered to Section 6565.17 by Ordinance No. 3321 - April 29, 1991)

(Section 6565.16 - Added by Ordinance No. 3321 - April 29, 1991)

(Sections 6565.17 and 6565.20 - Added by Ordinance No. 3228 - May 15, 1990)

(Section 6565.17 - Renumbered to Section 6565.19 by Ordinance No. 3321 - April 29, 1991)

(Section 6565.18 - Added by Ordinance No. 3321 - April 29, 1991)

(Chapter 28.1 - Amended by Ordinance No. 3499 - June 8, 1993)

(Chapter 28.1 - Repealed by Ordinance No. 3604 - September 27, 1994)

(Chapter 28.1 - Added by Ordinance No. 3604 - September 27, 1994)

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FOR COASTAL ZONE ONLY

CHAPTER 28.1. “DR” DISTRICT (DESIGN REVIEW)

NOTE: For the regulation of Design Review Districts outside the Coastal Zone, the reader is referred to page 28.1.1.

SECTION 6565.1. GENERAL. In any district which is combined with the “DR” District, the regulations specified in this Chapter shall apply.

In addition to the regulations set forth in Chapter 27, Section 6550 et seq., proceedings for the determination of an area for the application of these regulations may also be initiated by a petition of the majority of the property owners in a given area. Upon receipt of such a petition, the Planning Director shall set a date of hearing thereof, and give a notice as set forth in Section 6551 of the San Mateo County Ordinance Code. This Chapter shall apply to all new exterior construction or remodeling of residential, commercial or industrial structures. No such permit shall be issued in any area subject to the regulations of this Chapter as determined by the Board of Supervisors unless the design of the project has been approved by the Design Review Administrator in compliance with this Chapter. Before an occupancy permit is issued, the completed building must be inspected by the Zoning Investigator for compliance with the decision of the Design Review Administrator.

Grading shall not be started until after a grading permit has been approved by the Design Review Administrator in compliance with this Chapter, if a grading permit is required under Chapter 70, Unified Building Code or under the provisions of Section 8600 of the County Ordinance.

SECTION 6565.2. FINDINGS. The Board of Supervisors hereby finds that:

1. Many communities, neighborhoods and areas in this County have deteriorated through poor planning, neglect of proper design standards, and the erection of buildings and structures unrelated to the sites, incompatible with the character of the neighborhood and insensitive to the natural environment, especially in older undeveloped or partially developed platted areas, existing and proposed communities, clustered developments and areas with unique environmental and/or resource value.
2. These conditions promote disharmony, reduce property values, and impair the public health, comfort, convenience, happiness and welfare.

3. The lack of appropriate guidelines and criteria for the design of new buildings and structures contributes to these conditions.
4. It is necessary and desirable to alleviate these conditions by providing appropriate guidelines and criteria for the maintenance and enhancement of property values, the visual character of especially fragile communities, the natural environmental resources and the public health, safety, comfort, convenience, happiness and welfare of the citizens of the County.
5. The review procedures of this Chapter will more effectively preserve and enhance the property values, the visual character of especially fragile communities, the natural environmental resources, and the public health, safety, comfort, convenience, happiness, and welfare of the citizens of the County.

SECTION 6565.3. PURPOSES. The purposes of this Chapter are:

1. To recognize the interdependence of land values and aesthetics and to provide a method by which the County may encourage builders to develop land so that its value and attractiveness will endure;
2. To encourage development of private property in harmony with the desired character of the community or area in conformance with an adopted set of community design principles as well as the County General Plan and other Precise Plans;
3. To avoid and prevent community deterioration and to encourage the preservation and enhancement of property values and the visual character of communities and natural resources;
4. To improve the general standards of orderly and stable development in the County through design review of individual buildings, structures and their setting;
5. To improve and augment the regulations now included in ordinances related to planning, building and health in order to promote development which is in the best interest to the public health, safety and welfare of the County;
6. To establish standards and policies that will promote, preserve, and enhance building design, proper site development, and other environmental characteristics in communities and areas where previous planning and zoning controls have been found inadequate for these purposes and the economic and physical stability is threatened by new development.

It is not the purpose of this Chapter that regulation of design should be so rigidly interpreted that individual initiative is precluded in the design of any particular building or substantial additional expense is incurred. Rather, it is the intent of this Chapter that

any regulation exercised be the minimum necessary to achieve the overall objectives of this Chapter.

Furthermore, it is the intent of this Board that, prior to the Design Review Administrator's reviewing any application under the procedures set forth in this Chapter, a set of specific design review guidelines shall be developed for the communities in which the regulation of this Chapter apply. The design review guidelines shall be developed in accordance with procedures that will insure opportunity for the citizens of such communities to present their view. The design review guidelines so developed shall be supplemental to and a part of the Community Design Manual approved and adopted by the Board of Supervisors as policy for the application of this Chapter.

SECTION 6565.4. REVIEW OF PLANS. All applications for building or grading permits for any construction in any district which is combined with the "DR" District must be submitted for approval by the Design Review Administrator in accordance with this Chapter.

SECTION 6565.5. ESTABLISHMENT OF DESIGN REVIEW ADMINISTRATOR.

1. The Director of Planning is the Design Review Administrator. He may appoint in writing an assistant to act as the Design Review Officer, who may exercise all of the powers of the Design Review Administrator.

2. Duties

The Design Review Administrator shall be empowered to review applications for building and grading in any area subject to the provisions of this Chapter. He may refer any matter directly to the Planning Commission when, in his opinion, such action will be in the public interest.

3. Applications

Applications shall be submitted on forms supplied by the Design Review Administrator. He may prescribe the form and scope of all applications and establish filing deadlines subject to any provisions of State statutes or County ordinances or policies.

The Design Review Administrator shall: (a) approve the application as submitted; (b) approve the application with modifications; (c) refer the application to the Planning Commission; or (d) disapprove the application. If modifications are required of the proposed design, or if it is disapproved, the Administrator shall state reasons in writing for his actions. The Administrator shall act upon each application within fifteen (15) days from filing unless the applicant consents to longer period of time. The approval of the Design Review Administrator is

valid for no longer than one (1) year, at the end of which time, if a building permit has not been issued, the design approval is void.

4. Decisions

Written notice of the decision and the findings, if required, shall be mailed to the applicant by first-class mail at the address set forth in the application and to any other person who has filed a written request therefore with the Design Review Administrator.

SECTION 6565.6. APPLICATION. The application submitted for review by the Design Review Administrator shall contain the following information:

1. Site Plan Showing: (Minimum scale: 1 inch = 20 feet)
 - a. Property lines.
 - b. Existing and proposed ground contours.
 - c. Easements and utility lines.
 - d. Existing and proposed buildings.
 - e. All proposed improvements, including paving, fences, etc.
 - f. All existing trees and size.
 - g. Trees to be removed.
2. Building Elevations Showing: (Minimum scale: 1/4 inch = 1 inch)
 - a. All exterior walls.
 - b. Type of roof and exterior materials to be used.
 - c. Color of materials.
 - d. Location or roof equipment, trash enclosures, fences, exterior lights, or other structure or fixtures to be located outside the building.
 - e. Sign location showing relationship to building's architecture.
3. Location map showing the building site, adjacent lots and streets. Indicate if adjacent lots are developed or vacant.

4. Any additional information as determined by the Design Review Administrator necessary for evaluation of the development plans.

SECTION 6565.7. STANDARDS FOR REVIEW.

1. The Design Review Administrator and, on appeal, the Planning Commission and Board of Supervisors, in reviewing proposals under this Chapter, shall find that the proposal conforms with the following guidelines and standards before approving issuance of a permit:
 - a. proposed structures are designed and situated so as to retain and blend with the natural vegetation and landforms of the site and to insure adequate space for light and air to itself and adjacent properties;
 - b. where grading is necessary for the construction of structures and paved areas, it blends with adjacent landforms through the use of contour grading rather than harsh cutting or terracing of the site and does not create problems of drainage or erosion on its site or adjacent property;
 - c. streams and other natural drainage systems are not altered so as to affect their character and thereby causing problems of drainage, erosion or flooding;
 - d. structures are located outside flood zones, drainage channels and other areas subject to inundation;
 - e. trees and other vegetation land cover are removed only where necessary for the construction of structures or paved areas in order to reduce erosion and impacts on natural drainage channels, and maintain surface runoff at acceptable levels;
 - f. a smooth transition is maintained between development and adjacent open areas through the use of natural landscaping and plant materials which are native or appropriate to the area;
 - g. views are protected by the height and location of structures and through the selective pruning or removal of trees and vegetative matter at the end of view corridors;
 - h. construction on ridgelines blends with the existing silhouette by maintaining natural vegetative masses and landforms and does not extend above the height of the forest or tree canopy;
 - i. structures are set back from the edge of bluffs and cliffs to protect views from scenic areas below;

- j. public views to and along the shoreline from public roads and other public lands are protected;
 - k. varying architectural styles are made compatible through the use of similar materials and colors which blend with the natural setting and surrounding neighborhoods;
 - l. the design of the structure is appropriate to the use of the property and is in harmony with the shape, size and scale of adjacent building in the community;
 - m. overhead utility lines are placed underground where appropriate to reduce the visual impact in open and scenic areas;
 - n. the number, location, size, design, lighting, materials, and use of colors in signs are compatible with the architectural style of the structure they identify and harmonize with their surroundings;
 - o. paved areas are integrated into the site, relate to their structure, and are landscaped to reduce visual impact from residential areas and from roadways.
2. In making such findings, the Design Review Administrator and, on appeal, the Planning Commission and the Board of Supervisors shall apply the following principles:
- a. regulation of design should not be so rigidly enforced that individual initiative is precluded in the design of any particular building or substantial additional expense incurred; rather, the regulation exercised should only be the minimum necessary to achieve the overall objectives as set forth in Section 6565.3;
 - b. appropriate design is based upon the suitability of a building for its purposes, upon the appropriate use of sound materials and upon the principles of harmony and proportion in the elements of the building;
 - c. appropriate design is not based on economic factors alone.

SECTION 6565.8. FINAL ACTION. No building permit for a building, sign, or other structure coming within this ordinance, nor any grading permit, shall be issued until the plans either as submitted or as modified by agreement with the applicant are approved by the Design Review Administrator or upon appeal by the Planning Commission or Board of Supervisors. Upon approval, and provided all other provisions of law are complied with, the Director of Building Construction shall issue a permit for such building, sign, or structure, or for such grading.

SECTION 6565.9. APPEALS. All decisions of the Design Review Administrator shall be subject to appeal by the applicant or any interested party to the Planning Commission within fifteen (15) calendar days of the decision. Appeals shall be by written notice to the Director of Planning on a form provided by the Planning Division. The fee for such appeal shall be the same as for filing an appeal from a decision of the Planning Commission, as set forth in Section 6583 of the Zoning Annex. The decision of the Planning Commission may be appealed to the Board of Supervisors in accordance with the provisions of the San Mateo County Ordinance Code.

(Chapter 28.1, Sections 6565.1 through 6565.9 - Added by Ordinance No. 2378 - July 29, 1976)

NOTE

Chapter 28.1 (Design Review District) regulations in force within the Coastal Zone were adopted as part of the original implementation of the Local Coastal Program and have not been amended since. Outside of the Coastal Zone, Design Review District regulations have been amended considerably.

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