

**ATTACHMENT B: ANNOTATED DRAFT SECTION 7.0003 UPDATES**

**7.0003 Applications**

An application for Design Review is subject to the highest possible level of review, given the thresholds for different reviews described below. Design Review A is the lowest level Design Review; Design Review E is the highest level. For uses not listed in **Table 7.0003**, the Manager shall determine which level of Design Review is appropriate.

When there is a conflict in the noted Design Review permit types, the more restrictive shall apply.

For exemptions and exceptions see Section 7.0002, Section 8.0200 Changes to Nonconforming Uses and Development, the applicability statements in individual design review district sections, for exceptions, and Section 11.0200 Initiation and Classification of Applications, and also Table 11.0204 Land Use Applications and Review Authorities.

**Commented [MP1]:** Note: Language updated for clarity, moved from after table to before table, and a more complete reference of applicable sections related to DR classification added

**Table 7.0003 Design Review Categories**

A. DESIGN REVIEW A (DR-A)	
<b>1. Process</b>	Type I, reviewed with the building permit <u>as applicable.</u>
<b>2. Conditions</b>	a. <u>Developments in Design Districts use all clear and objective standards</u>
<b>3. Types<sup>1</sup></b>	The Design Review may include the following development types: <ul style="list-style-type: none"> <li><b>a. All Districts:</b> <ul style="list-style-type: none"> <li>i. <u>Changes in primary use when the proposed use is not listed as Limited or Special Use Review</u></li> <li>ii. Interior tenant improvements</li> <li>iii. Additions or alterations to canopies, awnings, or other mounted structures to an existing façade or roof</li> <li>iv. Addition, elimination, or change in window or door locations</li> <li>v. <u>New floor area, or floor area additions, of no more than 1,000 sq. ft.</u></li> <li>vi. <u>New outdoor areas, or outdoor area additions, of no more than 1,000 sq. ft.</u></li> <li>vii. New structures without floor area, or additions to structures without floor area, of no more than 1,000 sq. ft. in size and not visible from a public place</li> <li>viii. Accessory Dwellings meeting the standards of Section 10.0100 and located within the existing primary home</li> <li>ix. <u>New parking lots and parking lot additions that do not include the use of the provisions in 9.0853(D – G) or 9.0854</u></li> </ul> </li> <li><b>b. Design Districts:</b> <ul style="list-style-type: none"> <li>i. New floor area, or floor area additions, of no more than 1,000 sq. ft., and adding less than 50 ft. of building frontage on a street.</li> <li>ii. Accessory structures of no more than 1,000 sq. ft., and adding less than 50 ft. of building frontage on a street.</li> <li>iii. Changes to facades of one story buildings no more than 160 ft. in</li> </ul> </li> </ul>

**Commented [MP2]:** Note: Building permit language simplified to avoid policy conflicts

**Commented [MP3]:** Note: Language consistency edit, “project” “construction” and “development” now all read “development”

**Commented [MP4]:** Note: This policy was moved from a footnote to the “types” section of the table, and the language simplified.

**Commented [MP5]:** Note: Updated per the April 9, 2014 Procedure:  
*“The Code clearly intends small outdoor area proposals to be reviewed under Design Review - A, and allows the Manager to select Design Review - A for additions less than 1,000 square feet.”*  
 Note: The procedure simplifies classifying projects at the DR-A level by effectively removing the existing 5% threshold from the DR-A

**Commented [MP6]:** Note: Updated per 2/20/18 Procedure:  
*“RECOMMENDATION: The City will permit the review of new parking lots and parking lot additions that do not include the use of the provisions in 9.0853(D – G) or 9.0854 to be processed under the Type I procedure (DR-A). New parking lots and/or parking lot additions that include the use of the provisions in 9.0853(D – G) and/or 9.0854 shall be processed under the Type II procedure (DR-C).”*

width

- iv. Facade changes of any scale proposing only a change in materials, where the proposed materials meet the clear and objective standards and do not include the use of metal siding
  - v. Structures under 200 sq. ft. visible from a public place.
- c. DCC, DMU, DTM, DRL-1, DRL-2, CNRM:**
- i. Accessory Dwellings of no more than 750 sq. ft.
- d. Downtown Districts:**
- i. Duplexes

**Commented [MP7]:** Note: Update per 10/28/18 Procedure:  
*"The City will permit the review of façade changes exceeding one story in height or 160 feet in length, when changes are limited to exterior materials that meet the clear and objective standard of the Design District for the primary, secondary, and accent materials, (not including metal siding and panels) under the Type I procedure (DR-A)."*

**Commented [MP8R7]:** Note: Per the Design District Standards, on an existing building the Standards are met for materials if the update maintains or increases compliance with the requirements

**Commented [MP9]:** Note: Clarification that that Downtown duplexes meeting clear and objective standards are reviewed as a DR-A.

**Commented [MP10]:** Note: Updated text to clarify greenfield construction outside of design districts is a DR-D (to maintain appropriate notification levels).

**Commented [MP11]:** Note: Language consistency edit: "designations" and "land uses" now read "use"

**Commented [MP12]:** Note: Added policy for outdoor areas for Industrial uses which was previously missing

**Commented [MP13]:** Note: Corrected typo in current code

**Commented [MP14]:** Note: The condition for "No increase in residential density that requires an increase in building floor area" was removed as it was no longer necessary

**B. DESIGN REVIEW B (DR-B)**

- 1. Process** Type I application.
- 2. Conditions**
- a. Thresholds of DR-A exceeded
  - b. Not located in a Design District
  - c. No new structures development on a vacant site
  - d. The primary use is not proposed to change
  - e. Existing parking, landscaping, and buffering requirements met
  - f. Existing public facilities adequate
  - g. No new residential units proposed

**3. Types<sup>1</sup>**

- The Design Review may include the following development types:
- a. Industrial Use:**
- i. Floor area additions over 1,000 sq. ft. and not exceeding 25,000 sq. ft. or 25 percent of the existing floor area on the entire site whichever is less.
  - ii. Outdoor area additions over 1,000 sq. ft. and not exceeding 25,000 sq. ft. or 25 percent of the existing outdoor area of the entire site, whichever is less.
- b. Non-Industrial Use:**
- i. Floor area additions over 1,000 sq. ft. and not exceeding 10,000 sq. ft. or 25 percent of the existing floor area of the entire site, whichever is less.
  - ii. Outdoor area additions over 1,000 sq. ft. and not exceeding 10,000 sq. ft. or 25 percent of the existing outdoor area of the entire site, whichever is less.

**C. DESIGN REVIEW C (DR-C)**

- 1. Process** Type II application.  
Pre-application meetings required only for development described in 7.0003(C)(3)(b) and (c) below.  
No Neighborhood Meeting required.
- 2. Conditions**
- a. Thresholds of DR-A and/or DR-B exceeded

- b. In non-design districts no new ~~buildings are~~ floor area or outdoor use area is proposed
- c. Development in Design Districts use no more than three discretionary guidelines

**Commented [MP15]:** Note: This condition was updated to clarify projects outside a design district involving new area move from DR-B to DR-D.

**3. Types<sup>1</sup>**

The Design Review may include the following development types:

**a. All Districts:**

- i. A change in primary use when the proposed use is listed as Limited
- ii. Change to public facility requirements
- iii. Changes to buffers including alternate buffers
- iv. New driveway access
- v. Change in landscaping requirements
- vi. New parking lots and parking lot additions using the provisions in 9.0853(D – G) or 9.0854

**Commented [MP16]:** Note: Language clarity edit: These previously read “discretionary standards”

**b. Design Districts:**

- i. Structures under 200 sq. ft. visible from a public place
- ii. Addition of no more than 50 ft. of building frontage along a street
- iii. Exterior façade changes ~~exceeding one story or 160 ft. in length~~
- iv. New structures or additions with a total of no more than 2,000 sq. ft. of floor area
- vii. New structures or additions without floor area of no more than 2,000 sq. ft. in area.
- viii. New outdoor areas or additions to outdoor areas exceeding those allowed in DR-A and DR-B

**Commented [MP17]:** Note: Update per 2/20/18 Procedure “RECOMMENDATION: The City will permit the review of new parking lots and parking lot additions that do not include the use of the provisions in 9.0853(D – G) or 9.0854 to be processed under the Type I procedure (DR-A). New parking lots and/or parking lot additions that include the use of the provisions in 9.0853(D – G) and/or 9.0854 shall be processed under the Type II procedure (DR-C).”

**Commented [MP18]:** Note: Redundant text to be removed

**c. Downtown Districts:**

- i. Duplexes ~~exceeding the thresholds of DR-A~~

**Commented [MP19]:** Note: This was moved from “all districts” to “design districts” to ensure new area outside a design district moves from a DR-B to a DR-D

**Commented [MP20]:** Note: Clarification that Downtown duplexes meeting clear and objective standards are reviewed as a DR-A.

**D. DESIGN REVIEW D (DR-D)**

<b>1. Process</b>	Type II application. Pre-application Meeting required. Neighborhood Meeting required unless otherwise noted.
<b>2. Conditions</b>	a. Thresholds of DR-A through DR-C exceeded b. DR-E threshold not met c. Developments in Design Districts use no more than three discretionary guidelines
<b>3. Types<sup>1</sup></b>	The Design Review may include the following development types: <b>a. All Districts:</b> i. Multi-family residential; ii. Single-family attached residential; iii. Manufactured dwelling parks; iv. Commercial;

- v. Mixed Use;
- vi. Institutional Use; or
- vii. Parking garages.

**b. Industrial Districts:**

- i. Uses not requiring a Neighborhood Meeting:
  1. Industrial Office
  2. Information Services
  3. Manufacturing
  4. Trade Schools
  5. Transportation/Distribution
  6. Warehousing/Storage
- ii. Uses requiring a Neighborhood Meeting:
  1. Construction
  2. Exclusive Heavy Industrial
  3. Miscellaneous Industrial
  4. Waste Management
  5. Wholesale Trade

**c. Design Districts:**

- i. Developments exceeding the thresholds of DR-C and not subject to a DR-E.

**E. DESIGN REVIEW E (DR-E)**

<b>1. Process</b>	Type III application with Design Commission hearing. Pre-application and Neighborhood Meeting required.
<b>2. Conditions</b>	<ul style="list-style-type: none"> <li>a. Design Districts only</li> <li>b. Thresholds of DR-A through DR-D exceeded</li> </ul>
<b>3. Types<sup>1</sup></b>	<p>The Design Review may include one of the following development types:</p> <p><b>a. Design Districts:</b></p> <ul style="list-style-type: none"> <li>i. Any other development, regardless of size, using more than three discretionary guidelines.</li> </ul>

**Table Notes**

1. If another application is submitted for additional area of the same type less than 12 months after any previous application submittals, the total ~~floor~~ area increase for all applications within that 12-month period must be added together to determine the appropriate level of review.

**Commented [MP21]:** Note: Table note language updated to be clear that outdoor area and floor area increases do not combine