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DEPARTMENT OF  
PLANNING AND DEVELOPMENT

CITY OF SACRAMENTO  
CALIFORNIA

1231 I STREET  
ROOM 200  
SACRAMENTO, CA  
95814-2998

BUILDING INSPECTIONS  
916-449-5716

PLANNING  
916-449-5604

February 5, 1991

Transportation and Community Development Committee  
Sacramento, California

Honorable Members in Session:

**SUBJECT: Various requests associated with the Revised Design Review Guidelines Plan (All Council Districts)**

- A. Ordinance Amending Section 16 of the City Zoning Ordinance, Design Review Districts, as per attached Exhibit A (MF88-003)
- B. Ordinance Amending Chapter 32 of the Sacramento City Code, as per attached Exhibit B (MF88-003)
- C. Resolution Adopting Revised Design Review Guidelines Plan, as per attached Exhibit C (MF88-003)

**LOCATION: A. Design Review Districts:**

1. The Central City

North: S. P. Mainline Levee  
South: Broadway  
East: Alhambra Boulevard  
West: Sacramento River

2. Del Paso Heights Redevelopment Area:

North: Interstate 80  
South: Arcade Creek  
East: Marysville Boulevard and parcels to the east  
West: Norwood Avenue and parcels to the west

3. Strawberry Manor:

North: Morrison Avenue  
South: Arcade Creek  
East: Del Paso Heights Redevelopment Area, west boundary  
West: East Main Drainage

4. Oak Park Redevelopment Area:

North: Y and X Streets and some property to the north  
South: Fruitridge Road and 14th Avenue  
East: 45th Street, Stockton Boulevard, east side of Christian Brothers High School and Oakdale Elementary School, Sacramento Boulevard and a line half way between Warwick Avenue and Mendocino Boulevard  
West: U.S. 50 and 99 Freeways

5. Other PUDs and building move locations throughout the City

B. Preservation of Historic Structures:

1. The Central City

North: S. P. Mainline Levee  
South: Broadway  
East: Alhambra Boulevard  
West: Sacramento River

2. Other Areas, as it may apply through the interdiction of the City at a property owners request

**SUMMARY**

The revised Design Review Guidelines Plan has been prepared by the Design Review/Preservation Board and staff. The revised plan will greatly assist the public in preparing plans and the Board and staff in evaluating them. Section 16 of the Zoning Ordinance and Chapter 32 of the City Code have been revised to facilitate the movement of projects through the City review process. Section 16 and chapter 32 have been augmented to coincide with the revised Design Review Guidelines Plan.

**BACKGROUND**

The Design Review/Preservation Board has long felt the need to update their ordinances and the Design Guidelines. To this end, the Board, through staff and subcommittees of the Board, commenced work on the Design Guidelines over two years ago. The final document, as presented in this packet, owes its form and content to Mr. Michael Malinowski, past member of the Architectural Review Board and the Design Review/Preservation Board and a local architect. The Design Review Guidelines Plan was enlarged and illustrated to better assist the general public and the Board in evaluating projects for the betterment of the City.

**Section 16 of the Zoning Ordinance**

In order to implement the new guidelines, Section 16 of the Zoning Ordinance was modified so that compliance could be achieved. The dollar amount of a project, which may be approved at staff level, has been increased from \$40,000 to \$100,000. This will allow projects to move through the City review process at a faster rate and remove minor projects from the agenda; thereby, releasing valuable Board time for more important matters. The revisions also allow for the Board to review and approve color and materials on any project and bring notification processing into a workable standard.

### Chapter 32 of the City Code

Chapter 32 of the City Code, the Preservation of Historic Structures chapter, will be amended to allow property owners outside of the Central City to place their buildings on the City Official Register, a listing of historic structures. This will benefit the City through the continuing retention of older historic buildings outside of the Central City and it will allow the City to use the State Historic Building Code when issuing a building permit affecting the historic structure.

Public interior spaces, which have strong historicity, will be brought under Board review prior to the issuance of a building permit affecting their historic fabric.

Article XI, setting out the interim review process in Alkali Flat, is deleted in its entirety. This article is no longer needed. Listed Structures and Preservation Areas in Alkali Flat have been adopted by the City Council.

### VOTE OF THE DESIGN REVIEW/PRESERVATION BOARD

The Design Review/Preservation Board on January 18, 1989, by a vote of 8 ayes; 1 vacancy, voted to recommend the Council adopt the code and ordinance amendments and the revised Design Review Guidelines Plan.

### VOTE OF THE PLANNING COMMISSION

The City Planning Commission on November 29, 1990, by a vote of 9 ayes, voted to recommend the Council adopt the ordinance amendments and the revised Design Review Guidelines Plan and ratified the negative declaration.

### ENVIRONMENTAL DETERMINATION

The Environmental Services manager has published a negative declaration for amendments to Section 16 of the Zoning Ordinance, Chapter 32 of the City Code and the revision of the Design Review Guidelines Plan.

### FINANCIAL DATA

No additional financial cost to the City is anticipated.

### POLICY CONSIDERATIONS

These guidelines are intended to support the following City's General Plan Goals and Policies:

"It is the policy of the City to enhance and maintain the quality of life by adhering to high standards for project and plan evaluation, as these relate to the following characteristics that help define the quality of life in the City". (GP, Sec. 1, pg. 30)

The image a community projects is partly reflected in the quality and design of its development. Design and development guidelines are authorized in some communities in the City. In some areas which lack guidance, the character and integrity of the community is threatened since design and compatibility are features often overlooked. To create pleasant,

attractive neighborhoods, it may be necessary to develop minimum standards and guidelines for residential, commercial and industrial development that reflect the image and needs of affected communities. (GP, Sec. 1, pg. 30)

"It is the policy of the City to promote, reuse and rehabilitation of existing urban development as a means to meet projected growth". (GP, Sec. 1 pg. 34)

"Improve the quality of residential neighborhoods Citywide by protecting, preserving and enhancing their character". (GP, Sec. 2, Goal A, pg. 10)

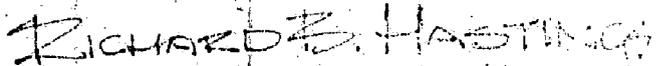
**MBE/WBE IMPACTS**

There are no MBE/WBE impacts associated with this item.

**RECOMMENDATION**

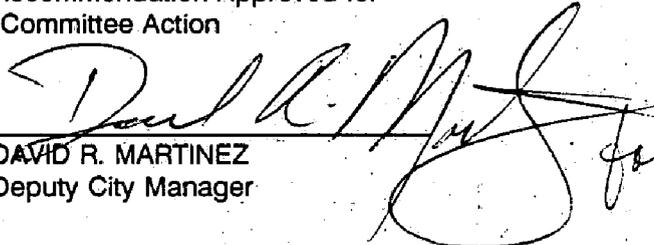
The Planning Commission, the Design Review/Preservation Board and staff recommend that the Transportation and Community Development Committee approve and forward the attached City Code amendments, the attached Zoning Ordinance amendments and the revised Design Review Guidelines Plan to the City Council.

Respectfully submitted,



Richard B. Hastings  
Senior Planner  
Design Review/Preservation

Recommendation Approved for  
Committee Action



DAVID R. MARTINEZ  
Deputy City Manager

Approved



MICHAEL M. DAVIS, DIRECTOR  
Planning & Development Department

Contact Person:

Richard Hastings  
(916) 449-5604

RBH:hp

February 19, 1991  
All Districts

# RESOLUTION NO.

ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON DATE OF \_\_\_\_\_

## RESOLUTION ESTABLISHING THE REVISED DESIGN REVIEW GUIDELINES FOR DESIGN REVIEW DISTRICTS THROUGHOUT THE CITY (MF88-003)

**WHEREAS**, design guidelines for new construction rehabilitation, relocation, landscaping and signage are needed to ensure orderly, well-designed and environmentally sensitive development throughout the City; and

**WHEREAS**, the Design Review/Preservation Board and the City Planning Commission have held public hearings to receive public testimony and have recommended that the Design Review Guidelines Plan be transmitted to the City Council for adoption.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Sacramento that the Design Review Guidelines Plan included as Exhibit C (on file at the City Clerk's office) shall be used in the processing and review of development applications within Design Review Districts and other locations requiring design review within the City as stated within Chapter 32 of the City Code and Section 16 of the City Zoning Ordinance.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

MF88-003

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**FOR CITY CLERK USE ONLY**

RESOLUTION NO.: \_\_\_\_\_

DATE ADOPTED: \_\_\_\_\_

**ORDINANCE NO.**

ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON DATE OF \_\_\_\_\_

**AN ORDINANCE AMENDING SECTION 16 OF THE  
COMPREHENSIVE ZONING ORDINANCE NO. 2550,  
FOURTH SERIES, RELATING TO DESIGN REVIEW  
DISTRICTS (MF88-003)**

BE IT ENACTED by the Council of the City of Sacramento:

Section 16 of the Comprehensive Zoning Ordinance of the City of Sacramento, Ordinance No. 2550, Fourth Series, is amended to read as follows:

**SECTION 16: DESIGN REVIEW DISTRICTS**

Articles 1 through 4 3 - Reserved  
Paragraph 4.01 - *Definitions*

*For the purposes of this section, the following words and phrases shall have the meaning respectively ascribed to them by this paragraph unless otherwise specifically provided:*

- A. **"Board"** shall mean the Design Review and Preservation Board. (Ord. No. 81-094, §1; Ord. No. 81-119, §1)
- B. **"Director"** shall mean the Design Review and Preservation Director. (Ord. No. 81-094, §1; Ord. No. 81-119, §1)
- C. **"Essential Structure"** shall mean one or more buildings or structures on a single lot or parcel having the most significant historic or architectural worth and designated as such by the council pursuant to the provisions of this chapter.
- D. **"Priority Structure"** shall mean one or more buildings or structures on a single lot or parcel having significant historic and architectural worth and designated as such by the council pursuant to the provisions of this chapter.
- E. **"Preservation Area"** shall mean a district within the city having special historic and architectural worth and designated as such by the council pursuant to the provisions of this chapter.
- F. **"Listed Structure"** shall mean any designated essential structure or priority structure.
- G. **"Central City"** shall mean all the property lying between the Sacramento River on the west, the Southern Pacific main line railroad levee on the north, Alhambra Boulevard on the east, and Broadway on the south. The properties fronting upon the eastern side of Alhambra and the southern side of Broadway are within the Central City. (Ord. No. 81-094, §1; Ord. No. 81-119, §1)

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- H. **"Official Register"** shall mean the inventory of structures and areas designated by the council as essential structures, priority structures, priority structures and preservation areas listed by common address.
- I. **"Proposed Designation"** shall mean building, structures or areas tentatively nominated for essential structure, priority structure or preservation area status by the board. (Ord. No. 3469, §1; Ord. No. 4404, §1)
- J. **"the City"** shall mean all the area within the boundary of the City of Sacramento.

**Article 5 - PARAGRAPH 5 - DESIGN REVIEW DISTRICTS**

**PARAGRAPH 5.01 PURPOSE**

Design review districts, hereinafter districts, established under the provisions of this article are for the protection of the value, appearance, and use of public and private property; the maintenance of a high level of community development and the achievement of orderly, harmonious and integrated development in specific areas within the City of Sacramento.

**PARAGRAPH 5.02 CENTRAL CITY DISTRICT ESTABLISHED**

There is hereby established the "Central City" design review district which includes within its boundaries all properties within the "Central City" of Sacramento as defined in Section 13.101(g) of the Sacramento City Code.

**PARAGRAPH 5.03 FUTURE ESTABLISHMENT OF DISTRICTS**

The City Council shall have the authority to request the Planning Commission to initiate proceedings to establish additional districts; or the Planning Commission, on its own motion, may initiate such proceedings. The procedure to be followed by the Commission for establishment shall be as follows:

- A. It shall prepare a map designating the boundaries of the proposed district, and
- B. It shall hold a public hearing on the proposed district. The procedures governing such public hearing and notice thereof shall be those specified in paragraphs 5.07 and 5.08 of this article.
- C. It shall recommend to the City Council the approval of the proposed district, or
- D. It shall recommend conditions approval of the proposed district, or
- E. It shall recommend disapproval of the establishment of the proposed district. Except where the proceeding was initiated by the Council, the recommendation of the disapproval of the proposed district shall terminate the proceedings.

**PARAGRAPH 5.04 SAME - NECESSITY OF RESOLUTION**

The recommendation approving, or conditionally approving, any proposed district shall be by resolution of the Planning Commission.

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DATE ADOPTED: \_\_\_\_\_

PARAGRAPH 5.05 TRANSMITTED TO COUNCIL

The Planning Commission shall transmit to the City Council its recommendation concerning the proposed district unless the proceedings were initiated and subsequently terminated by action of the Planning Commission.

PARAGRAPH 5.06 ACTION BY THE CITY COUNCIL

Upon receipt of a copy of recommendations of the Planning Commission concerning the proposed district, the City Council may, by Ordinance, adopt the Plan designating the boundaries of the district. Before adoption, however, the City Council shall hold a public hearing. The procedures governing such public hearing and notice thereof shall be those specified in paragraphs 5.07 and 5.08 of this Article.

PARAGRAPH 5.07. HEARINGS

- A. Whenever the Planning Commission or the City Council is required to hold a public hearing with regard to the establishment of any district pursuant to the authority of this Article, the Planning Director, or in the event that such hearings is to be held by the City Council, the City Clerk shall schedule such hearing and provide notice at least 10 days prior to the date of the hearing by at least one publication thereof in the official newspaper of the City of Sacramento.
- B. In addition to the provisions enumerated in subparagraph (1) of this paragraph, the City Clerk shall also provide written notice to those persons requesting in writing such notice, and to those persons who appear and identify themselves for the record at any prior public hearing held by the Planning Commission on the proposed district, or as the same may thereafter have been modified. Such additional notice shall be given at least 10 days prior to the date set for the hearing.

PARAGRAPH 5.08 NOTICE - CONTENT

Notice of a hearing shall include:

- A. The time and place of the hearing.
- B. The boundaries of the specific property involved in the proceedings.
- C. A general description of the matter to be considered.
- D. The action that may be taken.
- E. Appeals that may be taken therefrom.
- F. Whether or not the matter must subsequently be heard by another body.
- G. A statement that any person may appear and be heard.
- H. A statement that those persons who appear and identify themselves at the hearing, or who make a written request to the Planning Director or the City Clerk, shall be notified of any further proceedings on the matter.

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The Planning Commission shall ~~prepare~~ *approve* a Design Review ~~District~~ *Guidelines* Plan. Such plans shall be consistent with the General Plan, applicable Community Plans and the intent of this Article.

PARAGRAPH 5.10 SAME - ADOPTION

The Design Review ~~District~~ *Guidelines* Plan shall be adopted in accordance with the procedures prescribed in Section 56.503 of Chapter 53 of the Sacramento City Code.

PARAGRAPH 5.11 SAME - CONTENTS

The Design Review ~~District~~ *Guidelines* Plan adopted in accordance with the provisions of this Article shall contain:

- A. A statement of the goals for architectural review within each Design Review District.
- B. A representation of existing land use within each Design Review District.
- C. A statement of the standards and criteria to be utilized in determining the appropriateness of any proposed building or structure or alteration thereof for each Design Review District.
- D. Any additional material as may, in the judgment of the Planning Commission, be required for the systematic execution of the purposes enumerated in paragraph 5.01 of this Article.

PARAGRAPH 5.12 REVIEW BY DESIGN REVIEW AND PRESERVATION BOARD

Except as to those exemptions provided in paragraph 11.08 of Article 11, no Building Permit for any new structure or building, or for the remodeling or alteration of the exterior of any structure or building within any district shall be issued unless and until reviewed and approved or conditionally approved by the Design Review and Preservation Board in accordance with the procedures enumerated in Article 11.

PARAGRAPH 5.13 PROHIBITION

No person shall build or construct any structure or building requiring any permit, or remodel the exterior of any existing structure or building requiring a permit within any district unless and until approval or conditional approval thereof has been given by the Design Review and Preservation Board pursuant to the procedure enumerated in Article 11.

ARTICLE II. DESIGN REVIEW PRESERVATION BOARD

PARAGRAPH 11.01 PURPOSE

The City Council hereby finds and declares that a disregard for the integration of design with the general appearance, scale, capacity, use and character of certain neighborhoods, districts, and environments within the City of Sacramento adversely affects the health, safety, welfare and economy of the residents of the City of Sacramento in the following manner:

- A. The desirability of adjacent and surrounding properties for users for which they are zoned is adversely affected.

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- B. The benefits of occupancy of other property in the vicinity are impaired.
- C. Property values within the vicinity do not retain their stability.
- D. The most appropriate development of other properties within the vicinity is impaired.
- E. The maintenance or improvement, or both, of surrounding properties is discouraged with the result that these properties degenerate and there is an accompanying deterioration of conditions which affect the health, safety, comfort, and general welfare of the inhabitants of the area and the inhabitants of the City at large.
- F. The proper relationship between the taxable value of real property in the vicinity and the cost of municipal services to these properties are destroyed.
- G. The unsightliness which exists causes a decrease in the value of surrounding properties.

The City Council further declares that the City of Sacramento is the Capitol City for the State of California, that as the Capitol City, Sacramento should reflect the values, beauty and heritage of the entire State to the rest of the State that the physical appearance, quality of design and interrelationship land development should epitomize these values and should serve as a valuable asset and benefit for the citizenry.

PARAGRAPH 11.02 DESIGN REVIEW AND PRESERVATION BOARD

(Amended Ordinance 81-094, October 6, 1981)

The Design Review and Preservation Board, created and composed pursuant to Chapter 32 of the Sacramento City Code, shall exercise the review authority set forth in this Article.

The Board shall have nine members, appointed by the Mayor subject to the approval of the City Council, as follows:

- A. One member who is a licensed landscape architect.
- B. One member who is a licensed architect.
- C. One member who is a licensed structural engineer.
- D. One member who is active in property development within the Central City.
- E. One member who is knowledgeable in local history, architecture and cultural development, the list of applicants to be reviewed by the City-County Museum and History Commission.
- F. One member who is qualified by reason of training or experience in design.
- G. One member who is knowledgeable in architectural history.
- H. Two at large members; if none of the above members is a resident within the Central City, then one of the at large members shall be a Central City resident.

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The terms of office, procedure for the removal of members and for the filing of vacancies, and the compensation of members of the Board shall be as set forth in Chapter 32 of the Sacramento City Code.

PARAGRAPH 11.03 REPEALED 81-094

PARAGRAPH 11.04 REPEALED 81-094

PARAGRAPH 11.05 REPEALED 81-094

PARAGRAPH 11.06 SAME - RULES AND PROCEDURES

The rules of procedure adopted pursuant to Section 32.207 of the Sacramento City Code shall govern the Board in the exercise of its powers under this Article, provided that the Board may adopt additional rules or procedure as it deems necessary to facilitate the discharge of its duties under this Article. The Board shall act by a majority of its members present *who have not been required to abstain due to a conflict of interests* (Ordinance No. 81-094).

PARAGRAPH 11.07 AUTHORITY TO REVIEW

Prior to issuance of any permit or any entitlement, for which review is hereinafter required, the Board or the Director shall review and approve, or conditionally approve or deny the architectural plans and renderings for the following:

- A. Any proposed building or structure or modification of any existing building or structure within the boundaries of a design review district established pursuant to Article 5.
- B. Any proposed use requiring a Special Permit, where the Planning Commission determines that architectural review is a reasonable and necessary condition for the issuance of said Special Permit.
- C. Any proposed use requiring architectural review under the provisions of any section of this Ordinance.
- D. Any proposed use within any design review corridor district as may hereafter be established.
- E. Any building move review as required by Chapter 9 of the Sacramento City Code.

The Board or Director shall have review authority over all exterior architectural design, site design and sign design as enumerated in paragraph 11.10 of this Article and as set forth in Chapter 32 of the Sacramento City Code.

PARAGRAPH 11.08 EXEMPTIONS

(Ordinance No. 3754, Fourth Series, October 12, 1976).

Notwithstanding the provisions of Paragraph 11.07 to the contrary, required permits shall not be subject to prior approval by the Board Director for the following:

- A. Single-family or two-family residences ~~in a residential zone~~, either new construction or rehabilitation, appurtenances and accessory improvements and additions and repairs thereto,

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except where said single-family or two-family residences and appurtenances and accessories thereto are located within any planned unit development, *requiring Board review.*

- B. Additions or repairs to the exterior of any existing buildings or structures or improvements ~~excluding advertising structures~~ if the value of any exterior additions and repairs to such improvement does not exceed ~~\$40,000~~ \$100,000 in any 12-month period. However, if in the ~~Planning~~ Director's discretion, the proposed addition or repair is a substantial modification of the existing building, structure or improvement, then the Director shall forward the permit applicant to the Board for review pursuant to this Article. *(The applicant or a third party may also request the project be forwarded to the Board for review if a disagreement between the applicant or third party and staff is found to occur as to the appropriateness of the project or the project as conditioned. (Amended Ordinance No. 87-068, June 9, 1987)*

*Notwithstanding the provisions of Paragraph 11.07 to the contrary, required permits shall not be subject to prior approval by the Board for the following:*

- CA. Modifications, alterations, repairs to the interior of any existing improvement.
- DB. Modifications, alterations, and repairs to any existing improvement where required by law.

**PARAGRAPH 11.09 IMPROVEMENT - DEFINITION**

The term "improvement" as used in this Article shall be liberally interpreted, and shall include the construction, alteration and repair of all buildings, structures, facilities, accessory buildings, and appurtenances thereto.

**PARAGRAPH 11.10 PROCEDURES - APPLICATIONS FOR REVIEW - PLANS**

Any person proposing to construct or locate any building, structure, improvement or use subject to architectural review under the provisions of this Article or any other Article shall, prior to filing for a Building Permit or entitlement of use, file an application for architectural review with the Design Review and Preservation Director. Such application shall be in the form as required by the Design Review and Preservation Director, and shall include the following where applicable: *as further outlined in the Design Review Guidelines Plan:*

- A. Site Plan
  - 1. Location of existing and proposed structures, including signs.
  - 2. Location of existing trees ~~or~~ and other natural attributes.
  - 3. Location of off-street parking and loading facilities, *and services and utilities.*
  - 4. Location of adjacent public right-of-way and private easements for ingress and egress if any.
  - 5. Location of points of entry and exits for vehicles and internal circulation patterns.
  - 6. Location of walls and fences and the indication of their height and material of construction.

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7. Exterior lighting standards and devices.
8. Grading and slopes where they affect the relationship of the buildings.
9. *Landscape*
10. *Irrigation*
11. *Lighting*
12. *Paving/hardscape*
13. *Street furniture*
14. *Any proposed use of public right-of-way*

**B. *Composition and Design Concept***

1. *Overall design concept*
2. *Form, rhythm and massing*
3. *Relationships to adjacent structures and surrounding areas*
4. *Historic appropriateness for listed structures/areas*

**C. *Elements***

1. *Materials*
2. *Color and texture*
3. *Entry*
4. *Pedestrian edge*
5. *Advertising signage*
6. *Directional signage*

**D. *Services/Utilities***

1. *Auto access and circulation*
2. *Auto parking*
3. *Automobile screening*
4. *Service access*

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5. *Emergency exits*
  6. *Bicycle storage*
  7. *Trash storage*
  8. *Roof and wall mounted equipment*
  9. *Antennas*
  10. *Helipads*
  11. *Site equipment*
  12. *Ventilation equipment*
- E. Two (2) copies of architectural drawings, including:
1. Plans to scale.
  2. Four (4) elevations to include all sides of developments.
  3. Roof *plan*/details indicating the location and size of mechanical equipment.
- F. Drawings indicating the location, size, color, shape and type of illumination of each proposed sign.
- G. Preliminary landscaping plan.
- H. Site photographs.
- I. Color, materials, and texture palette.
- J. Other information which is pertinent and which the Board may, by general policy, require all applicants to furnish.
- K. Proof that the applicant has given notice of the request for architectural review to the owners of all the property abutting the property subject to the application. The notice shall describe the scope and nature of the architectural review and shall state the date and time of the hearing, if known, or that any person interested in attending the hearing on the application should contact the City Planning Department for information. (Ordinance No. 4283, Fourth Series Effective December 27, 1979)
- L. *Further amplification of the above may be found in the Design Review Guidelines Plan.*

**PARAGRAPH 11.11 ~~RESERVED~~ PROCEDURE FOR SINGLE, TWO-FAMILY DWELLINGS**

(Ordinance No. 85-029, Fourth Series; Effective May 3, 1985)

- (a) Any person proposing to construct, alter, or rehabilitate any one- or two-family residential building or structure in a design review district shall, prior to filing for a building permit or

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any other entitlement of use, file an application for review with the Design Review and Preservation Director pursuant to Paragraph 11.10. The Planning Director shall approve, or deny the application, using the criteria set forth in Paragraph 11.15, criteria adopted pursuant to Paragraph 11.19, and criteria referred to in Paragraph 11.21, in making such decision.

- (b) The following procedure shall apply: No public hearing shall be required. The application shall be accompanied by proof that the applicant has given notice to the owners of all property which adjoins the property in the same ownership as that involved in the proceedings or which is separated by a street, alley, public right-of-way or other easement, public use or recreational use. Same ownership exists when any legal or equitable interest is held in such adjoining property. The notice shall generally describe the scope and nature of the application. After decision by the Planning Director, the owners of all property adjoining the property, which was the subject of the decision, and shall be notified of their right to appeal the decision to the Planning Commission within five (5) days of the notice. Notwithstanding any other provision of this ordinance to the contrary, the decision of the Planning Commission shall be final. No fee shall be charged for such appeal by any aggrieved person other than the applicant.

PARAGRAPH 11.12 SAME - NOTICE - HEARINGS

(Ordinance No. 4283, Fourth Series Effective December 27, 1979)

Hearings shall be conducted for the consideration of applications for architectural review. Notice of hearing shall be given to the applicant for architectural review either at the time an application is filed or by registered mail. The Planning Director applicant shall post notice of the hearing on the property involved in the architectural review in a conspicuous place for a period of ~~seven (7) days~~ ten (10) days prior to the date of the hearing.

PARAGRAPH 11.13 SAME - DECISION AND NOTIFICATION

(Ordinance No. 4283, Fourth Series Effective December 12, 1979)

After consideration of the architectural plans at said hearing, the Board shall issue its written determination setting forth its approval, conditional approval, or its disapproval of the plans, and shall then transmit or cause to be transmitted to the applicant written notice of its decision. ~~The Board shall provide written notice by mail to the owners of all the property abutting the subject property of the Board's determination and of the rights of aggrieved persons to appeal.~~

PARAGRAPH 11.14 FINAL PLAN AND CERTIFICATION

(Amended Ordinance No. 81-094, October 6, 1981)

- A. When the Board approves the architectural plan and the applicant has been informed and has accepted the conditions of approval which may be imposed by the Board, the applicant shall file final working drawings and a landscaping plan.
- B. The Design Review and Preservation Director, upon receipt of said drawings and plans, shall certify that the final plans submitted under this paragraph are in accord with the architectural

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plans as approved by the Board. After such certification any permits or entitlements may thereafter be issued in accordance with the provisions of the Sacramento City Code.

PARAGRAPH 11.15 STANDARDS AND CRITERIA FOR EVALUATION

The Board shall evaluate each application for architectural review in accordance with the ~~standards and criteria listed herein~~ *Design Review Guidelines Plan*, the findings and declaration of purpose contained in paragraph 11.01 of this Article, and any *other* applicable land use plans. ~~The Board shall also evaluate each application for review where the subject property is within any design review district in accordance with the design review district plan.~~ These standards are intended to provide a frame of reference for the applicant as well as a method of review for the Board. These standards and criteria shall not be regarded as inflexible requirements. They are not intended to discourage creativity, invention, and innovation. The specifications of one or more particular architectural styles is not included in these standards nor is it intended that these standards dictate a particular theme, or motif of design. *The guidelines address the issues listed herein:*

- ~~A. Review of Landscape: The landscaping shall be developed with due regard for the aesthetic qualities of the natural terrain and landscape by minimizing tree and soil removal and any grade changes shall be in keeping with the general appearance of neighboring developed areas. Landscaped areas shall not be limited to providing open space but shall be utilized for the purpose of separating or screening service or storage areas from the street and adjoining building sites breaking large expanses (sic) of paved areas, separating or screening parking lots from the streets and adjoining sites and separating building areas from paved areas.~~
- ~~B. Relation of Proposed Buildings to Environment: Proposed structures shall be related harmoniously to the terrain and to existing buildings in the vicinity that have a visual relationship to the proposed buildings. The achievement of such relationship may include the enclosure of space in conjunction with other existing buildings or other proposed buildings and the creation of focal points with respect to avenues of approach, terrain features or other buildings.~~
- ~~C. Drives, Parking and Circulation: With respect to vehicular and pedestrian circulation, including walkways, interior drives and parking, consideration shall be given to location and number of access points to the public streets, width of interior drives and access points, general interior circulation, separation of pedestrian and vehicular traffic, and arrangement of parking areas that are safe and convenient and, insofar as practicable, do not detract from the design of proposed buildings and structures and the neighboring properties.~~
- ~~D. Utility Service: Electric and telephone lines may be underground. Any utility installations remaining above ground shall be located so as to have a harmonious relation to neighboring properties and the site.~~
- ~~E. Advertising Features: The size, location, design, color, texture, lighting and materials of all permanent signs and outdoor advertising structures or features shall not detract from the design of proposed buildings and structures and the surrounding properties. The size, height, and location shall not inhibit the view of adjacent building or streets. The design, color and texture shall be coordinated with the building on the site to which it is advertising. All signs shall conform to the regulations for any redevelopment area or special sign district in which such signs are located.~~

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~~F. Special Features: Exposed storage areas, exposed machinery installations, service areas, truck loading areas, utility buildings and structures, and similar accessory areas and structures shall be subject to such setbacks, screen plantings or other screening methods as shall reasonably be required to prevent their being incongruous with the existing or contemplated environment and the surrounding properties.~~

~~G. Lighting: Review of all lighting on the exterior of the building including free standing pole signs and lights shall be to insure that they are so arranged or shielded to prevent glare or reflection onto adjacent properties or public rights-of-way.~~

I. Composition and Design Concept

- A. Overall Design Concept
- B. Form, Rhythm and Massing
- C. Relationships to Adjacent Structures and Surrounding Areas
- D. Historic Appropriateness for Listed Structures/Areas

II. Elements

- A. Materials
- B. Color and Texture
- C. Entry
- D. Pedestrian Edge
- E. Advertising Signage
- F. Directional Signage

III. Site

- A. Landscape
- B. Irrigation
- C. Lighting
- D. Paving/Hardscape
- E. Street Furniture
- F. Use of Public Right-of-Way

IV. Services/Utilities

- A. Auto Access and Circulation
- B. Auto Parking
- C. Automobile Screening
- D. Service Access
- E. Emergency Exits
- F. Bicycle Storage
- G. Trash Storage
- H. Roof and Wall Mounted Equipment
- I. Antennas

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- J. Helipads
- K. Site Equipment
- L. Ventilation Equipment

PARAGRAPH 11.16 TERM - EXTENSION AND MODIFICATION

- A. Approval for any project subject to the provisions of this Article shall be deemed automatically revoked unless required permits have been issued within 2 years of the date of such approval. Prior to such expiration, however, the Board has the authority to grant an extension of time upon written request of the applicant or his successor in interest.
- B. Upon written request of the applicant or his successor in interest, modifications in the approval plan may be permitted by the Board if it determines that said modifications are consistent with the provisions of this Article.

PARAGRAPH 11.17 APPEAL

(Amended Ordinance No. 81-094, October 6, 1981)  
 (Ordinance No. 4096, Fourth Series, Effective July 29, 1978)

Any party aggrieved by any action of the Board under this Article may appeal to the Planning Commission within 5 days after notice of the decision is given. Such appeal is taken by filing a Notice of Appeal with the Design Review and Preservation Director. Upon the filing of a Notice of Appeal, the Design Review and Preservation Director shall within 10 days transmit to the Secretary of the Commission all papers and documents on file with the Design Review and Preservation Director relating to the appeal. The Notice of Appeal shall include and be accompanied by a fee, set by resolution of the City Council, to cover the costs of processing the appeal.

PARAGRAPH 11.18 PROHIBITION

(Amended Ordinance No. 81-094, October 6, 1981)

No Building Permit, or other approval or entitlement shall be issued or given by the City or any department or employee thereof with respect to any improvement or use subject to architectural review until the design of the improvement or use has been approved as provided in this Article. No certificate of use and occupancy or similar approval shall be issued or given for any improvement subject to architectural review hereunder unless, and until, the Design Review and Preservation Director has certified that the improvement has been completed in accordance with the design approved pursuant to this Article.

PARAGRAPH 11.19 RESERVED

PARAGRAPH 11.20 ADDITIONAL AUTHORITY

- A. The Board may from time to time promulgate more specific criteria and standards for architectural review. It is the intent of this paragraph that additional standards and criteria will serve to clarify and elucidate the standards and criteria contained in Paragraph 11.15 of this Article and not modify, supersede, or alter said standards and criteria beyond the scope of architectural review.

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B. Such additional standards shall be adopted by resolution of the Board and shall become effective when approved by the Planning Commission.

PARAGRAPH 11.21    NUISANCE

Any improvement constructed, located, repaired, modified, altered, or maintained contrary to the provisions hereof is hereby declared to be unlawful and a public nuisance, and may be abated pursuant to the provisions of Chapter 61 of the Sacramento City Code, or any other remedy at law.

PARAGRAPH 11.22

In order to implement the provisions of this Ordinance and ensure the protection of those values enumerated in paragraph 11.01 herein, the Board shall utilize, for purposes of paragraph 11.15 of this Ordinance, the Old City Community Plan, the Central City Plan and General Plan of the City of Sacramento ~~until the Civic Improvement District Plan has been duly promulgated in accordance with paragraphs 5.9 and 5.10 of this Ordinance. (Ordinance No. 3464, Fourth Series) and any specific plans directed at the area under consideration.~~

PUBLISHED IN FULL:

ENACTED:

EFFECTIVE:

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

MF88-003

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DATE ADOPTED: \_\_\_\_\_

# ORDINANCE NO.

ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON DATE OF \_\_\_\_\_

## AN ORDINANCE AMENDING CHAPTER 32 OF THE SACRAMENTO CITY CODE (MF88-003)

BE IT ENACTED by the Council of the City of Sacramento:

### CHAPTER 32

Chapter 32 of the Sacramento City Code is hereby amended to read as follows:

### CHAPTER 32

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**Article I. General Provisions**

**§ 32.101 Definitions.**

For the purposes of this chapter, the following words and phrases shall have the meaning respectively ascribed to them by this section unless otherwise specifically provided:

- (a) **"Board"** shall mean the Design Review and Preservation Board. (Ord. No. 81-094, §1; Ord. No. 81-119, §1)
- (b) **"Director"** shall mean the Design Review and Preservation Director. (Ord. No. 81-094, §1; Ord. No. 81-119, §1)
- (c) **"Essential Structure"** shall mean one or more buildings or structures on a single lot or parcel having the most significant historic or architectural worth and designated as such by the council pursuant to the provisions of this chapter.
- (d) **"Priority Structure"** shall mean one or more buildings or structures on a single lot or parcel having significant historic and architectural worth and designated as such by the council pursuant to the provisions of this chapter.
- (e) **"Preservation Area"** shall mean a district within the city having special historic and architectural worth and designated as such by the council pursuant to the provisions of this chapter.
- (f) **"Listed Structure"** shall mean any designated essential structure or priority structure.
- (g) **"Central City"** shall mean all the property lying between the Sacramento River on the west, the Southern Pacific main line railroad levee on the north, Alhambra Boulevard on the east, and Broadway on the south. The properties fronting upon the eastern side of Alhambra and the southern side of Broadway are within the Central City. (Ord. No. 81-094, §1; Ord. No. 81-119, §1)
- (h) **"Official Register"** shall mean the inventory of structures and areas designated by the council as essential structures, priority structures, priority structures and preservation areas listed by common address.
- (i) **"Proposed Designation"** shall mean building, structures or areas tentatively nominated for essential structure, priority structure or preservation area status by the board. (Ord. No. 3469, §1; Ord. No. 4404, §1)
- (j) **"the City"** shall mean all the area within the boundary of the City of Sacramento.

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**§ 32.102 Judicial review--Limitation.**

Any decision of the council with respect to designations, amendments or deletions to the official register or appeals shall be final for all purposes unless a judicial review thereof is sought within thirty (30) days after such decision becomes final. (Ord. No. 3469, §1)

**§ 32.103 City Council--Finality of decision.**

Unless otherwise specified herein any decision of the council with respect to designations, amendments or deletions to the official register or appeals shall be final within ten (10) days from the date said decision is rendered. (Ord. No. 3469, §1)

**§ 32.104 Finality of decision--Board.**

Any decision or order of the board under this chapter shall become final if no appeal is taken from such order or decision within the time limits prescribed by the applicable appeal provisions of this chapter. No permit regulated by the provisions of this chapter shall issue, nor shall any rights therein vest, until the decision of the board is final or any appeal therefrom is disposed of the manner prescribed by this chapter. (Ord. No. 3469, §1; Ord. No. 81-094, §2; Ord. No. 81-119, §1)

**§ 32.105 Notice.**

Excepting public notice and notice by publication and unless otherwise specified herein any notice or service of notice may be effected by personal delivery in writing or by mail, postage prepaid and shall be deemed communicated as of mailing. Failure to receive notice shall not affect in any manner the validity of any proceedings thereafter taken. (Ord. No. 3469, §1)

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**Article II. Preservation Board**

**§ 32.201 Design Review and Preservation Board.**

There is hereby created a design review and preservation board of the City of Sacramento. (Ord. No. 3469, §1; Ord. No. 81-094, §3; Ord. No. 81-119, §1)

**§ 32.202 Same--Appointment.**

The board shall have nine (9) members, appointed by the mayor subject to the approval of the city council, as follows:

- (a) One member who is a licensed landscape architect;
- (b) One member who is a licensed architect;
- (c) One member who is a licensed structural engineer;
- (d) One member who is active in property development within the central city;
- (e) One member who is knowledgeable in local history, architecture and cultural development, the list of applicants to be reviewed by the city-county museum and history commission;
- (f) One member who is qualified by reason of training or experience in design;
- (g) One member who is knowledgeable in architectural history; and
- (h) Two at large members; if none of the above members is a resident within the central city, then one of the at large members shall be a central city resident. (Ord. No. 3469, §1; Ord. No. 81-094, §4; Ord. No. 81-119, §1)

**§ 32.203 Same--Term of office.**

- (a) The term of office for each member of the board shall be a period of four (4) years and until his or her successor has been appointed and qualified.
- (b) In order to establish staggered terms for members of the board, the nine (9) members first appointed to the board shall at their first regular meeting determine by lot which four (4) of their membership shall serve two-year terms. The remainder shall serve four-year terms. (Ord. No. 3469, §1)

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§ 32.204 Same--Removal from office.

Members of the board shall serve at the pleasure of the mayor and so long as they remain qualified as defined in Section 32.202. The mayor may, with the consent of the council, remove any member from the board with or without cause. (Ord. No. 3469, §1)

§ 32.205 Same--Vacancies.

A vacancy in membership on the board shall be filled by appointment for the remainder of the term of the former member. The appointment shall be made by the mayor and shall be subject to approval by the council. Each appointee shall possess the same required qualifications as his predecessor. (Ord. No. 3469, §1)

§ 32.206 Same--Compensation.

Each member of the board shall receive as salary the sum of \$30 for each meeting attended, provided, that the total salary of each member shall not exceed \$150 in any one month. (Ord. No. 3469, §1; Ord. No. 3981, §2; Ord. No. 81-055, §1)

§ 32.207 Same--Rules and procedures.

The board shall select a chairman from its membership annually. The board shall adopt its own rules of procedure. ~~Five (5) members shall constitute a quorum.~~ The board shall act by a majority vote of its members present *who have not been required to abstain due to a conflict of interest.* (Ord. No. 3469, §1)

§ 32.208 Same--Powers and duties.

Unless otherwise specified herein the powers and duties of the board shall be as follows:

- (a) Adopt criteria for the identification of essential structures, priority structures and preservation areas;
- (b) Prepare or cause to be prepared a comprehensive inventory of essential structures, priority structures and preservation areas within the Central City;
- (c) *Review and recommend to the council the adoption of buildings, structures and preservation areas located outside of the Central City but within the City for listing as Listed Structures or preservation areas on the Official Register;*
- (cd) Approve or disapprove applications for permits pursuant to Articles VI, VII and VIII of this chapter;

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- (de) Make recommendations to the council concerning the acquisition of development rights, facade easements, and the imposition of other restrictions and the negotiation of historical property contracts for the purposes of historic preservation;
- (ef) Increase public awareness of the value of historic, architectural and cultural preservation by developing and participating in public information programs and by recommending the update of the preservation program;
- (fg) Make recommendations to the council concerning the utilization of grants from federal and state agencies, private groups and individuals and the utilization of budgetary appropriations to promote the preservation of historic or architecturally significant structures in the central city;
- (gh) Promulgate standards for architectural review;
- (hi) Evaluate and comment upon decisions by other public agencies affecting the physical development and land use patterns in the central city;
- (ij) Recommend to the council that the city purchase a listed structure where private preservation is not feasible;
- (jk) Those powers and duties granted or imposed pursuant to the provisions of Section 16 of the Comprehensive Zoning Ordinance; and
- (kl) Any other functions which may be designated by resolution or motion of the council.

Nothing herein shall be construed to limit the powers or duties of the board when acting pursuant to Section 16 of the Comprehensive Zoning Ordinance of the City of Sacramento. (Ord. No. 3469, §1; Ord. No. 81-094, §5; Ord. No. 81-119, §1)

**§ 32.209 Same--Meetings.**

The board shall meet not less frequently than once each month. (Ord. No. 3469, §1)

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**Article III. Preservation Director.**

**§ 32.301 Design Review and Preservation Director -  
Office Established.**

To assist the board in the performance of its duties there is hereby created the office of design review and preservation director. The design review and preservation director shall be designated by the city manager. (Ord. No. 3469, §1; Ord. No. 81-094, §6; Ord. No. 81-119, §1)

**§ 32.302 Same--Duties.**

The director shall be the secretary to the board and shall perform those functions required under the provisions of this chapter or any other applicable provisions of law. (Ord. No. 3469, §1; Ord. No. 81-094, §7; Ord. No. 81-119, §1)

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Article IV. Designation and Official Register

§ 32.401 Standards for designation.

The board shall promulgate specific standards and criteria for the identification of buildings, structures, or areas within the central city for designation as essential structure, priority structures or preservation areas. (Ord. No. 3469, §1; Ord. No. 81-094, §8; Ord. No. 81-119, §1) *The board may use the standards and criteria for identification of buildings, structures or areas outside of the Central City but within the City.*

§ 32.402 Proposed designation.

- (a) Consistent with the standards established pursuant to Section 32.401, the board shall conduct or cause to be conducted a comprehensive survey within the central city. Thereafter the board shall prepare and adopt a listing of those buildings and structures which it proposes to recommend to the council for designation as essential structures and priority structures. In addition, the board shall prepare descriptions of all districts proposed for designation as preservation areas, together with a listing of all parcels of property contained within said districts. *The board may use these standards to recommend to the council buildings and areas outside the Central City but within the City for listing on the Official Register.*
- (b) Any building or structure which is proposed by the board for designation as an essential structure or priority structure pursuant to subsection (a) of this section and any parcel of property which is contained within an area proposed by the board for designation as a preservation area pursuant to subsection (a) of this section shall, during the pendency of proceedings commenced under this article, be subject to the provisions of Articles VI, VII and VIII of this chapter to the extent that such provisions would be applicable to such structure or parcel within a preservation area.
- (c) Notwithstanding subsection (b) of this section, the board shall not review entitlements enumerated in Sections 32.601(a)(i) and 32.601(b) until a listed structures plan authorized by Section 32.503 or preservation area plan as authorized by Section 32.502 applicable to the property for which said entitlements are sought has been adopted. (Ord. No. 3469, §1; Ord. No. 3720; Ord. No. 81-094, §9; Ord. No. 81-119, §1)

§ 32.402.1 Repealed by Ord. No. 81-094, §10; Ord. No. 81-119, §1

§ 32.403 Notice.

Following the adoption of the board's proposed recommendations on designations, notice shall be given by the director to all owners of buildings, structures or property contained in the board's listing using for this purpose the names and addresses of the owners as shown on the latest equalized assessment rolls.

In addition, the director shall cause notice of the board's recommendations on designations to be published once in the official newspaper of the city within thirty (30) days from the board's action. (Ord. No. 3469, §1; Ord. No. 3719, §1)

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**§ 32.404 Same--Contents of notice.**

Notice sent to property owners pursuant to Section 32.403 shall include, but need not be limited to, the following:

- (a) Common address, if any, of the affected property.
- (b) The proposed designation of the building, structure, or property.
- (c) A general explanation of the proposed designation and the restrictions it imposes upon the building or structure and the development of the property.
- (d) The reasons for the proposed designation, in terms of the historic, architectural, and cultural significance of building, structure or property involved.
- (e) The date and place of the public hearing before the board on the proposed recommendations on designations. (Ord. No. 3469, §1)

**§ 32.405 Hearing by Board.**

The board shall conduct a public hearing or hearings not less than twenty (20) days following the mailing of notice to property owners as required by Section 32.403. At the conclusion of the hearing or hearings, the board may affirm, modify or rescind its proposed recommendations or designations. A notice of decision and recommendations in support thereof shall be filed in the office of the director. (Ord. No. 3469, §1; Ord. No. 3719, §2)

**§ 32.406 Notification of decision--Posting.**

- (a) Upon receipt of a notice of decision and recommendations the director shall send notice thereof to the owner of the proposed designated property.
- (b) The director shall also post a copy of the decision and recommendations of the board in a conspicuous place in the city. (Ord. No. 3469, §1)

**§ 32.407 Adoption by council.**

- (a) The board shall cause to be transmitted to the council its recommendations on designations.
- (b) Upon receipt of the recommendations on designations the council shall hold a public hearing thereon and may adopt, modify or reject the designations recommended by the board. In the alternative, the city council may refer the proposed designation to the board for further hearings, consideration or study. Adoption of any designation shall be made by uncodified ordinance which shall contain findings of fact in support of each designation.

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- (c) Notice of hearing pursuant to this section shall be sent to all property owners not less than ten (10) days prior thereto. In addition, notice shall be published once not less than ten (10) days before the hearing in the official newspaper of the city. (Ord. No. 3469, §1)

**§ 32.408 Reserved.**

**§ 32.409 Official register--Filing, posting.**

The ordinance adopting designations of essential structures, priority structures and preservation areas shall be known as the official register. The official register and any subsequent amendments or deletions thereto shall be on file with the city clerk, the planning director, the design review and preservation director, the director of building inspections, the director of the Sacramento City-County Museum and History Commission, and the main branch of the Sacramento City-County Library. (Ord. No. 3469, §1; Ord. No. 81-094, §11; Ord. No. 81-119, §1)

**§ 32.410 Demolished structure--Deletion, restrictions.**

When a listed structure has been demolished pursuant to any provisions of this code, the city clerk upon notice thereof, shall cause such listed structure to be deleted from the official register. Upon such deletion the provisions of this chapter shall not be deemed to encumber or otherwise restrict the use of the subject remaining property. (Ord. No. 3469, §1)

**§ 32.411 Amendment to official register--Additions.**

Any amendment to the official register proposing the designation of structures as essential structures or priority structures or the creation of preservation areas or the expansion or alteration of the boundaries of any preservation area may be initiated by the board on its own motion or on request by the city council and shall be treated as a proposed designation subject to the procedures set forth in Sections 32.403 through 32.407 inclusive. (Ord. No. 3469, §1)

**§ 32.412 Same--Deletions.**

Any amendment to the official register proposing deletion of an essential structure or priority structure, or deletion of property from the boundaries of any preservation area may be initiated by the board on its own motion or on request by the council. The procedure governing an amendment under this section shall be as follows:

- (a) The board shall hold a public hearing on any amendment to the official register initiated under this section;
- (b) Not less than ten (10) days prior thereto notice of such hearing shall be published once in the official newspaper of the city; and

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- (c) In addition to the notice provided in subsection (b) of this section, if the proposed amendment deletes property from a preservation area, notice of such hearing shall be set not less than ten (10) days prior thereto to all property owners within said preservation area as shown on the latest equalized assessment roll; or
- (d) If the proposed amendment deletes an essential structure or priority structure from the official register then in addition to the notice required under subsection (b) of this section, notice of such hearing shall be sent not less than ten (10) days prior thereto to the property owner of the structure as shown on the latest equalized assessment roll. (Ord. No. 3469, §1)

§ 32.413 Council action--Deletion.

- (a) Unless the proposed amendment for deletion of designations was initiated and subsequently disapproved by the board, the board shall cause to be transmitted to the council its recommendations concerning the proposed amendment for the deletion of designations.
- (b) Upon receipt of such proposed amendment and recommendations thereon the council shall hold a public hearing thereon and may adopt, modify, or reject the amendment. In the alternative the city council may refer the amendment to the board for further hearings, consideration or study. Adoption of the amendment shall be by uncodified ordinance which shall contain findings of fact in support thereof.
- (c) Notice of a hearing pursuant to subsection (b) of this section shall be given in the manner provided in subsection (c) of Section 32.407. (Ord. No. 3469, §1)

§ 32.414 Amendment of official register.

Upon passage of an ordinance amending the official register pursuant to Sections 32.411 and 32.413 the clerk shall amend the official register to reflect such additions or deletions and shall distribute copies of the amendments to all interested departments and agencies. (Ord. No. 3469, §1)

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Article V. Architectural Review

§ 32.501 Architectural review.

The board or the director shall exercise review authority over those entitlements specified in Section 32.601 exclusively under the provisions of this chapter and subject to the requirements of this article. (Ord. No. 3469, §1; Ord. No. 81-094, §12; Ord. No. 81-119, §1)

§ 32.502 Preservation area plan.

In order to implement the authority granted under Section 32.501 of this article and prior to the exercise thereof, the board shall promulgate a preservation area plan for each preservation area, which shall contain, but is not necessarily limited to, the following elements:

- (a) A statement of the goals for architectural review;
- (b) A representation of existing land uses;
- (c) A statement of findings, including the following:
  - i. The historical period to which the area is significant,
  - ii. The predominant architectural periods or styles of the buildings therein, and
  - iii. The specific features of said architectural periods or styles, as represented in the preservation area, including, but not limited to, building height, bulk, distinctive architectural details, materials, textures, and landscaping; and
- (d) A statement of the standards and criteria to be utilized in determining the appropriateness of any proposed building or structure or alteration thereof within the preservation area. (Ord. No. 3469, §1)

§ 32.503 Listed structures plan.

In order to implement the authority granted under Section 32.501 of this article and prior to the exercise thereof, the board shall promulgate a listed structures plan which shall contain, but is not necessarily limited to, the following:

- (a) A statement of the goals for architectural review of proposed renovations or alterations to listed structures.
- (b) A statement of the standards and criteria to be utilized in determining the appropriateness of any proposed renovations or alterations of a listed structure. (Ord. No. 3469, §1)

§ 32.504 Repealed by Ord. No. 81-094, §13; Ord. No. 81-119, §1

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Article VI. Scope of Regulation

§ 32.601 Approval of permits.

No permit or entitlement listed hereafter shall issue for any work on a listed structure, its site, or within any preservation area unless and until the board, or Director has approved the issuance thereof pursuant to the procedures set forth in this chapter.

(a) Building permits for the following:

- i. New construction and the exterior alteration of existing buildings or structures, excepting however, building permits issued for work regulated under Chapters 14, 20 and 29 of this code, and repairs under Chapter 9 of this code as required by law.
- ii. *Rehabilitation or modification of historic interiors of essential structures when those interiors are commonly used as public spaces such as, lobbies, meeting rooms, gathering rooms, public hallways, greathalls, bank lobbies or any other public space area which has strong historicity.*
- iii.
- iii. Relocation of any structure.
- iii.
- iv. Demolition or wrecking of any building, or structure.
- iv.
- v. Sewer disconnection excepting those disconnections ordered by the health officer or the manager of the division of water and sewer and further excepting those disconnections for repair or maintenance of existing sewer connections.

(b) Sign permits for the erection of a sign not otherwise exempt under Section 3.140 of this code; and

(c) Demolition permits. (Ord. No. 3469, §1)

§ 32.602 Dangerous buildings.

(a) The provisions of this chapter shall not be construed to regulate, restrict, limit or modify the authority of the city and the director of building inspections to issue permits under Chapter 9 of the code for the abatement of dangerous and immediately dangerous buildings or structures pursuant to the provisions of Chapter 50 of this code.

(b) Except as specifically provided in Article IX of this chapter the provisions of this chapter shall not be construed to regulate, restrict, limit or modify the authority of the city and the director of building inspections to issue permits for the abatement of nuisances and abate nuisances pursuant to Chapters 9, 49 and 61 of this code. (Ord. No. 3469, §1)

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§ 32.603 Function of building division.

The director of building inspections shall forward all applications for those permits regulated pursuant to Section 32.601 of this article (hereinafter regulated permits) and not exempt from regulation under Section 32.602 to the board for action thereon and shall so inform the applicant. (Ord. No. 3469, §1)

§ 32.604 Review procedure--Director.

Upon receipt of an application for a regulated permit pursuant to Section 32.603 the design review and preservation director shall inform the applicant of the nature of the proceedings and the authority of the board. The director may require the submission of additional plans, specifications and data by any applicant if in the opinion of the director such additional plans, specifications, and data are reasonably necessary for proper review of the regulated permit by the board. (Ord. No. 3469, §1; Ord. No. 81-094, §14; Ord. No. 81-119, §1)

§ 32.605 Hearings.

The director shall schedule a public hearing before the board on the application for a regulated permit. Said hearing shall be scheduled not more than sixty (60) days from the date of the ~~director's receipt of the application~~ *release of the required environmental document from the Environmental Section of the City Department of Planning and Development*, or not more than sixty (60) days from the date of the director's receipt of additional information required by the director pursuant to Section 32.604, whichever date is later. (Ord. No. 3536, §1)

§ 32.606 Notice.

The director shall give notice of the hearing on the regulated permit to the applicant not less than ten (10) days prior to the date of the hearing. In addition, notice of the hearing shall be published once in the official newspaper of the city not less than ten (10) days prior to said hearing date. (Ord. No. 3469, §1)

§ 32.607 Director's report.

The director shall prepare a written report on the application based upon a field investigation of the site, and consultation with any interested agencies or persons. This report shall be made available to the public prior to or at the beginning of the hearing. (Ord. No. 3469, §1)

§ 32.608 Hearing decision.

The board shall hold a public hearing on said application. At the conclusion thereof it shall render its decision approving or disapproving the issuance of the regulated permit in accordance with the provisions of Article VIII. The board shall cause to be prepared and adopted a written notice of decision and findings of fact in support thereof. Upon adoption such notice and findings ~~shall be publicly posted in a conspicuous place in the city~~ shall also be served on the applicant. (Ord. No. 3469, §1)

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§ 32.609 Expiration of right.

Whenever the board approves the issuance of a demolition permit or a building permit for demolition and rights thereunder have not been exercised for a period of one (1) year from the effective date of issuance, said approval is deemed to have expired and said permit is void notwithstanding any other provision of the Sacramento City Code to the contrary. For purposes of this section the term "exercise of rights" shall mean substantial expenditures in good faith reliance upon said permit. (Ord. No. 3469, §1)

§ 32.610 Term extension and modification.

- (a) Approval for any project subject to the review of the Board other than demolition shall be deemed automatically revoked unless required permits have been issued within 3 years of the date of such approval. Prior to such expiration, however, the Director has the authority to grant an extension of up to 3 years upon written request of the applicant or a successor in interest.
- (b) Upon written request of the applicant or a successor in interest, modifications in the approval plan may be permitted or required by the Director if it is determined that said modifications are consistent with the provisions of this Article.

§ 32.611 Prohibition.

No Building Permit, or other approval or entitlement shall be issued or given by the City or any department or employee thereof with respect to any improvement or use subject to review of this board until the design of the improvement or use has been approved as provided in this Article. No certificate of use and occupancy or similar approval shall be issued or given for any improvement subject to architectural review hereunder unless, and until, the Design Review and Preservation Director has certified that the improvement has been completed in accordance with the design approved pursuant to this Article.

§ 32.612 Exemptions.

Notwithstanding provisions of Section 32.501 and Section 32.601 to the contrary, required permits for the following may be reviewed and approved by the Design Review and Preservation Director provided that the applicant, any aggrieved third party or the Director may request or require a project be subject to a public hearing before the Design Review/Preservation Board:

- (a) Any restoration or rehabilitation project which continues the historic detail and character based on clearly documented historic research provided the value of the work as documented by building permit valuation is less than \$100,000 in any 12 month period.
- (b) Any project which consists of minor revisions, alterations or repairs due to building code requirements.

§ 32.613 Reserved

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**Article VII. Appeals**

**§ 32.701 Appeal procedure.**

Any person dissatisfied with the decision of the board with respect to the board's action under Article VI on any regulated permit may appeal to the city council not later than ten (10) days of the posting of the board's notice of decision and findings. Such appeal is taken by filing a notice of appeal with the director who shall forthwith transmit to the city clerk all papers and documents on file with the director relating to the appeal. (Ord. No. 3469, §1)

**§ 32.702 Hearing--Notice.**

The clerk shall cause the appeal to be set for hearing before the council within thirty (30) days of receipt of the papers and documents enumerated in Section 32.701. Not later than ten (10) days prior to date of the hearing on the appeal, the clerk shall notify the appellant thereof and the applicant if not the same person. The clerk shall also notify all persons appearing before the board and requesting in writing such notification. (Ord. No. 3469, §1)

**§ 32.703 Action by council.**

Upon consideration of the appeal the council may take whatever action the board was authorized to take, or may refer the appeal to the board for further consideration. (Ord. No. 3469, §1)

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**Article VIII. Regulation and Nature of Decision**

**§ 32.801 Demolition of listed structures.**

In review of permits enumerated in paragraphs iii and iv of Subsection (a) of Section 32.601 and Subsection (c) of Section 32.601 sought in order to wholly or partially remove or demolish a listed structure, the board may approve the issuance of said permit or permits or may suspend action on it for a period not to exceed 180 days; provided that prior to the expiration of the original suspension period the council may by resolution and for good cause shown, extend the suspension for an additional period not to exceed 180 days. (Ord. No. 3479, §1)

**§ 32.802 Demolition of structure in preservation area.**

In review of permits enumerated in paragraphs iii and iv of Subsection (a) of Section 32.601 and Subsection (c) of Section 32.601 sought in order to wholly or partially remove or demolish a structure within a preservation area which is not a listed structure, the board may approve the issuance of said permit or permits or may suspend action on it for a period not to exceed ninety (90) days provided that prior to the expiration of the original suspension period the council may by resolution and for good cause shown extend the suspension for an additional period not to exceed 180 days. (Ord. No. 3479, §1)

**§ 32.803 Suspension period--Commencement.**

Any suspension period imposed by the board on the issuance of a regulated permit pursuant to Sections 32.801 or 32.802 shall commence from one of the following dates whichever is later:

- (a) The date of application for a regulated permit, or
- (b) The date the director receives such plans, specifications and data requested from the applicant pursuant to Section 32.604. (Ord. No. 3469, §1)

**§ 32.804 Standards for board action--Approval.**

In the exercise of its authority pursuant to Sections 32.801 and 32.802 the board shall approve the issuance of permits where it finds:

- (a) That removal of a listed building or structure within a preservation area is not inconsistent with the intent and purpose of this chapter; and
- (b) That there exists no reasonable expectation that the structure will be preserved.

Notwithstanding subsections (a) and (b) of this section, the board shall approve the issuance of any permit where the subject structure is an immediate hazard to public health, safety and welfare. (Ord. No. 3469, §1)

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§ 32.805 Relocation.

In review of permits enumerated in paragraph ii of subsection (a) of Section 32.601 sought for the relocation of a listed structure or structure within a preservation area, the board shall approve the issuance thereof where it finds:

- (a) That relocation of the subject structure is not inconsistent with the intent and purpose of this chapter; and
- (b) That such relocation is the only feasible alternative to demolition; and
- (c) That the proposed relocation is appropriate for and consistent with the effectuation of the listed structures plan or the preservation area plan or both. (Ord. No. 3469, §1)

§ 32.806 Alternatives to demolition--Board action.

In the event action on an application to remove or demolish a structure is suspended as provided in this article, the board shall take such steps as it determines are necessary to preserve the structure concerned. The board may among other things:

- (a) Consult with local trusts and other financial sources willing to purchase the structure or restoration.
- (b) Publicize the availability of the structure for purchase for restoration purposes.
- (c) Make recommendations to the council concerning the acquisition of development rights, facade easements and the imposition of other restrictions or the negotiation of historic property contracts.
- (d) Investigate possible sites for relocation of the structure.
- (e) Recommend to the council that the city purchase ~~an essential~~ a listed structure where it does not appear that private preservation is feasible. (Ord. No. 3469, §1)

§ 32.807 Architectural review.

In review of permits enumerated in paragraph i of Subsection (a) of Section 32.601 and Subsection (b) of Section 32.601, the board or Director shall approve issuance thereof if it finds:

- (a) That the proposed sign or work is appropriate for and consistent with the effectuation of the listed structures plan or the preservation area plan whichever is applicable.
- (b) That the proposed sign or work is consistent with the purpose and intent of this chapter. (Ord. No. 3469, §1)

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~~§ 32.808 Sewer disconnect permit—Interpretation.~~

~~Whenever the issuance of a building permit for a sewer disconnection has been approved by the board it shall be deemed that any demolition permit or building permit for demolition purposes applied for thereafter has also been approved by the board and the same may be issued in accordance with the provisions of the Sacramento City Code notwithstanding any provisions of this chapter to the contrary. (Ord. No. 3469, §1)~~

§ 32.809 Expiration of suspension.

At the expiration of any suspension period imposed by the board or extension thereof imposed by the council pursuant to Sections 32.801 and 32.802 of this article the subject permit or permits shall be deemed to have been approved by the board and restrictions on said permit shall terminate without further action by the board or council. (Ord. No. 3469, §1)

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**Article IX. Substandard Buildings**

**§ 32.901 Application of article.**

The provisions of this article shall apply to the review by the board of the repair or demolition of a listed structure or structure within a preservation area when such a structure has been declared a substandard building by the director of building inspections pursuant to Section 49.1101 et seq. of the Sacramento City Code. (Ord. No. 3469, §1)

**§ 32.902 Notice to director.**

The director of building inspections shall notify the director whenever he declares a listed structure or structure within a preservation area to be a substandard or dangerous building. (Ord. No. 3469, §1)

**§ 32.903 Advisory report by board.**

Upon receipt of notice from the director of building inspections, the board shall evaluate the historic and architectural merit of the structure, and shall submit an advisory report to the housing code advisory and appeals board within thirty (30) days, stating whether the board deems the structure to be of sufficient merit for an order that it be repaired or secured instead of demolished. (Ord. No. 3469, §1)

**§ 32.904 Report to board.**

If the housing code advisory and appeals board issues a repair or demolish order for a structure designated on the official register, the housing code advisory and appeals board shall so inform the design review and preservation board in writing of the reason that it found necessitating the repair or demolish order. (Ord. No. 3469, §1; Ord. No. 81-094, §15)

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**Article X.**

**Repealed by Ord. No. 81-094, §16; Ord. No. 81-119, §1**

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~~Article XI. Interim Review - Alkali Flat~~

~~§ 32.1101 Purpose.~~

~~The provisions of this article are enacted to preserve and protect the status quo until the official register adopted by the council pursuant to Section 32.407 can be amended to include those structures and buildings located in the Alkali Flat Redevelopment Project Area which are found to qualify for designation as priority or essential structures. (Ord. No. 4404, §2)~~

~~§ 32.1102 Interim review.~~

~~Subject to the limitations in Section 32.1104 the board shall approve or disapprove the issuance of any permit for the demolition of any building or structure in the Alkali Flat Redevelopment Project Area which has been identified in the Charles Hall Page Survey as eligible for listing as a priority or essential structure in the Alkali Flat Determination of Eligibility Study as eligible for listing on the National Register of Historic Places. (Ord. No. 4404, §2)~~

~~§ 32.1103 Scope of regulation.~~

~~Permits or other entitlements of use affecting those buildings or structures subject to the provisions of this article shall be reviewed and approved or disapproved by the board in accordance with the procedures set forth in Articles VI, VII, and VIII of this chapter. For purposes of this chapter buildings or structures regulated herein shall be deemed to be listed structures. (Ord. No. 4404, §2)~~

~~§ 32.1104 Limitations.~~

~~Upon amendment of the official register by the council pursuant to Section 32.411 to include those buildings and structures located in the Alkali Flat Redevelopment Project Area which are found to qualify for designation as priority or essential structures, or within ten (10) months after the effective date of this ordinance, whichever comes first, the board's authority under this article shall cease and any restrictions on property subject to the provisions of this article shall terminate unless otherwise subject to the provisions of this chapter or any other provision of the Sacramento City Code. (Ord. No. 4404, §2)~~

~~§ 32.1105 Interpretation.~~

~~The provisions of this article shall not be interpreted to encumber, burden or otherwise restrict the use of any property regulated herein which is not thereafter designated on the official register. (Ord. No. 4404, §2)~~

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PUBLISHED IN FULL:

ENACTED:

EFFECTIVE:

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MAYOR

ATTEST:

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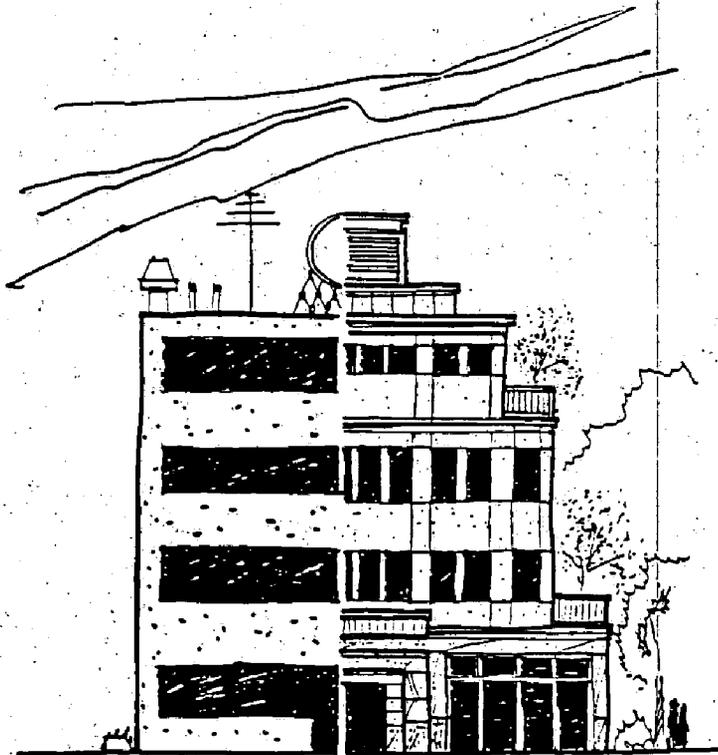
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# Design Review/Preservation Board

## Design Review Guidelines Plan



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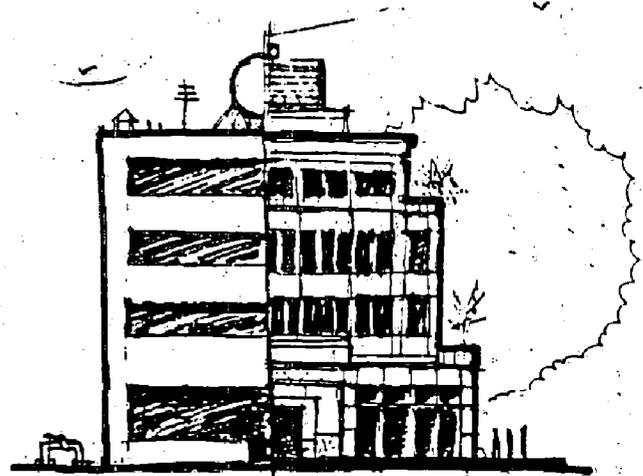
City of Sacramento

**T**he City of Sacramento Design Review and Preservation Board has developed the attached Guidelines to be useful to the design and development community, and to contribute to a more consistent, complete and concise design review process. The intent in developing these Guidelines was not to produce a "cookbook" or "set of rules", but rather a more clear basis for project design and review that still allows for creativity, flexibility and variety.

For further information contact the Design Review/  
Preservation Director, at the City Planning Department.  
Suggestions regarding content and form are welcome.

**Michael F. Malinowski , Chairperson**  
Design Review Guideline Committee  
Design Review and Preservation Board

July 29 1990



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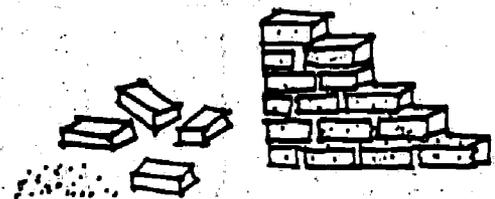
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## SECTION 1

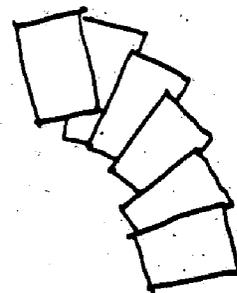
# Introduction

The Design Review Preservation Board was created by the City Council out of a concern for the integration of projects with the appearance, scale, capacity, use, and character of neighborhoods and districts within the City of Sacramento. These Concerns are based on effects on health, safety, welfare and the economy of the residents of the City. In creating the Board, the Council declared that the City of Sacramento is the capitol city for the State of California and as such should reflect the values, beauty and heritage of the entire state in physical appearance, quality of design, and interrelationship of land development, and serve as a valuable asset and benefit for the citizenry.



The Board is composed of nine members appointed by the Mayor subject to the approval of the City Council. It includes a landscape architect, a licensed architect, a licensed structural engineer, a member active in property development, a member knowledgeable in local history, a member knowledgeable in design, a member knowledgeable in architectural history, and two at large members. The Board reviews both new construction and alterations affecting existing buildings in established design review areas including the Central City area, Oak Park, Del Paso Heights, Strawberry Manor, and several other specialized areas such as planned unit developments. In addition, the Board reviews projects requiring special permits where such review is made a condition of approval the Planning Commission, and projects referred by the City Council itself.

Other planning documents exist that will affect the design of projects in specific areas; these are referenced in Section 6. Further information on these documents can be obtained from the sources indicated. When more specific design criteria apply to a particular project, they should be carefully reviewed in conjunction with these general Design Review Guidelines. In addition, the zoning ordinance and other specific codes and ordinances apply to each project. They cover a variety of issues including, but not limited



## Design Review Guidelines

to, signage, landscape, height, setbacks, materials, lighting, circulation and parking, encroachments, utilities, services, fire, public health and safety, energy use, and access. Copies of applicable ordinances should be obtained and carefully considered before starting the design process. The Design Review Board does not review projects for compliance with the various plans, codes and ordinances and cannot waive or modify any requirements contained in them.

The Design Review Guidelines are intended to contribute to a consistent, complete and concise review process in accordance with the goals and policies of the Design Review Board. They are not to be construed as a "cookbook" or a "rigid set of rules," but rather as a reference source for project design and review which still allows for creativity, flexibility, and variety. The Board does not encourage or support any one particular architectural style or design motif.

The following issues are not directly within the scope of review of the Design Review/Preservation Board in the sense that the Board does not have the power to modify zoning or building code requirements:

- Zoning related issues such as land use or parking ratios.
- Safety issues such as those contained in the uniform building codes, fire codes or housing codes.

The Board may consider these issues however, as they relate to other design issues. For example, if a ramp may be required to facilitate a code required access, that ramp could be a significant design issue affecting the appearance of the project as a whole.

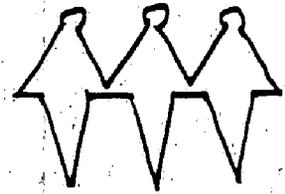
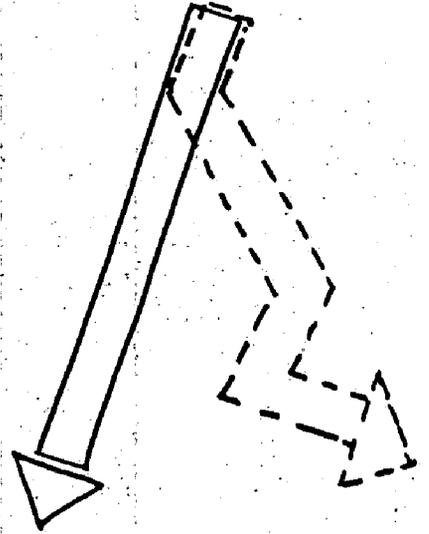
Applicants are requested to inform the Design Review/Preservation Board thru staff of any changes made to projects after they have been approved. It may be necessary in some cases, as determined by staff, to make a revised submittal to the Board. The



## Design Review Guidelines

applicant is responsible in all cases for complying with any applicable codes, ordinances or regulations. Approval by the Design Review/Preservation Board does not relieve the applicant of the responsibility to meet all zoning and building code requirements. If such requirements require a change in design, it is the applicants responsibility to inform the Design Review/Preservation Board Staff and coordinate any revised submittals required. Final plans submitted to the City for building permit must include all changes required as conditions of approval by the Board. Changes should be clearly shown by drawing revisions or notations, including the use of "clouds". The applicant is completely responsible for any delays due to incomplete submittals, failure to provide required information, or noncompliance with conditions of approval.

It is the Board's policy to serve as an information resource rather than a bureaucratic hurdle. The Board welcomes comments and suggestions that might allow it to do a better job. Ideally, each project is approached as a team effort between the Applicant, Staff and Board, with everyone working toward the same goal: the best quality finished project feasible.



## SECTION 2

# Policies and Goals

1. The Board encourages the best possible design quality on every project, but recognizes economic and other limitations to achieving the highest standard of excellence in all cases.

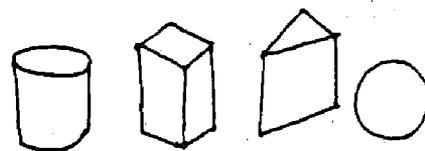
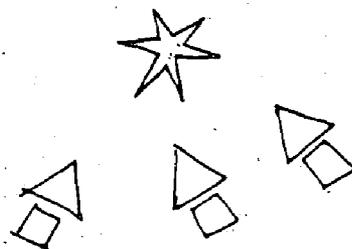
2. The Board intends to serve as an information source by sharing experience and judgment, rather than a bureaucratic hurdle. Comments and requirements are intended to be presented and taken in a positive light when possible.

3. The Board recognizes that it has not been created to promote any particular style or to demonstrate any particular set of tastes or image criteria. The Board's goal is to use experience and judgment in assessing a project relative to its adopted guidelines. The Board encourages a variety of styles and design approaches and believes that this variety contributes to the vitality and attractiveness of our City.

4. The Board attempts to be consistent in the types of issues reviewed, the discussion format and design approvals.

5. Discussion and conditions are generally limited by the Board to topics within the Board's scope of jurisdiction. Issues such as life-safety, land use and parking requirements are not within the Board scope.

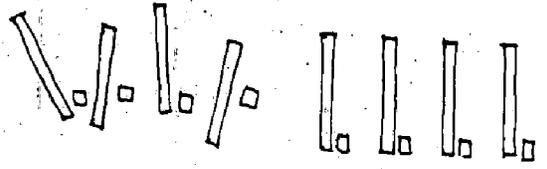
6. The Board attempts as much as possible to minimize instances where an applicant has made numerous revisions to a project to meet staff concerns, and is then faced with a new set of concerns on the same issues during the public hearing. Applicants should recognize, however, that the issuance of a favorable staff report is not a guarantee or assurance that new issues will not arise, and that the Board may disagree with positions taken by staff.



## Design Review Guidelines

7. The Board intends to keep meetings moving forward at a brisk pace, considerate of any input or commentary by the applicant or others. The Board discourages one-on-one debate during meeting format. Although the Board has adopted an informal format for meetings, Robert's Rules of Order maybe used in cases where additional formality is necessary or beneficial in the view of any Board member.

8. Individual board members are prohibited from meeting with applicants outside of the regular hearing format. The Board believes the open exchange of ideas and comments is a valuable part of the review process. State law generally prohibits board meetings unless they are properly noticed and open to the public.



**SECTION 3**

**Design Guidelines**

**I. Composition and Design Concept**

**A. Overall Design Concept**

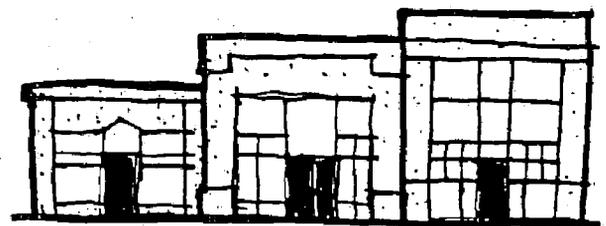
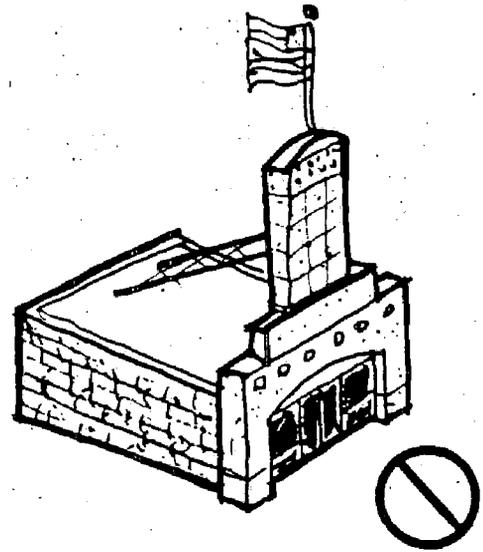
1. A design concept should be established for each project and developed on all faces of each building. Projects larger than three stories are generally not considered to have a back or rear side that could be relegated to "less expensive" or simpler treatment. In all cases, however, an alley elevation visible from the street requires particular care.

2. The design concept should be appropriate to the scale of the building. The Board discourages the use of overly dramatic features that might be out of scale on smaller scale projects. Buildings should not appear to "shout for attention".

3. The design concept should be consistently related at the various levels of elements, and/or faces of a project. There should be a continuity, but not necessarily a simple repetition of components.

4. When a project has multiple store fronts or entries, they should be strongly related to the overall design. Each entry should be treated architecturally in accordance with its importance in function and organization of the project.

5. Any accessory structures or projects incorporating more than one building, should be integrated into an overall design concept.



# Design Review Guidelines

## B. Form, Rythm and Massing

1. Structures should generally have articulation at entries, bases and tops. The organization used should break up the overall mass into smaller elements.

2. Hierarchical groupings of elements should be developed within a facade to create textures and rhythm. For example: pairs of windows grouped in clusters of three pairs per group. Break up masses with off-set, insets, and other shadow casting elements. Large surfaces without relief are discouraged. As a general rule, there should be some shadow casting articulation at each major articulation (entry, base, middle, top) and in edges of each hierarchical group

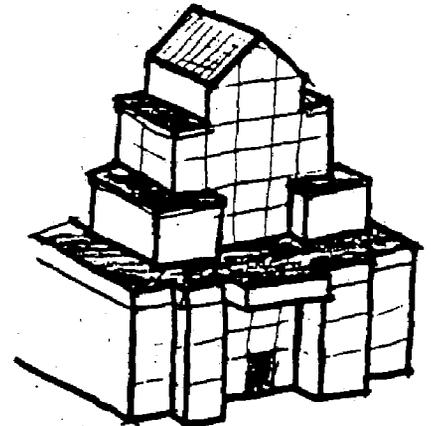
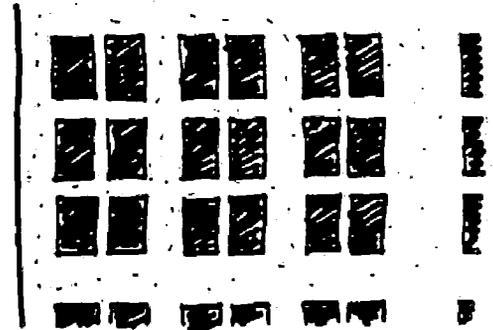
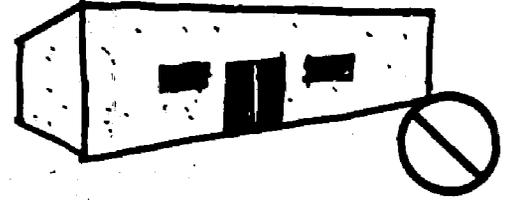
3. The Board encourages all or portions of projects to be set back from property lines to allow for treatment at edges such as landscaping, colonnades, plazas or showcase windows, when appropriate.

4. The shape, color and texture of the roof should be coordinated with the treatment of the building exterior walls. The Board encourages consideration of roof forms other than flat, and the use of color and texture in the form of a roof.

5. The Board discourages long, uninterrupted horizontal lines of parapet, unless they are integral to a building design. Generally it is preferred to break the parapet line up by vertical or horizontal off-sets or changing of roof forms.

6. Long building elements should generally be broken up into clusters, offset in plan, or otherwise articulated to prevent monotonous repetition.

7. Multi-building projects should incorporate more than one form and architectural treatment consistent with the design concept, to prevent monotonous repetition.



## C. Relationships To Adjacent Structures and Surrounding Areas

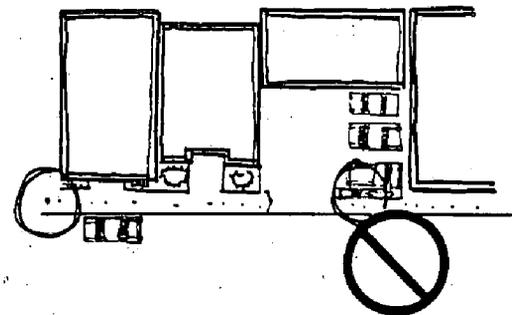
1. Proposed structures should be harmonious to the existing surroundings including existing buildings, existing landscaping, existing open space and existing view corridors. This harmony can be achieved by establishing relationships including, but not limited to, alignment of building elements; similar hierarchal grouping such as pairing of windows in groups of three; use of similar colors or materials; use of similar shadow casting or other articulating elements; use of similar building form. Existing open areas and view corridors can be related to with techniques such as careful placement of entry and other access points; focusing views thru use of arches, arcades, or other unifying elements; use of compatible landscape materials such as similar specie, form or groupings; etc.



2. As a general rule, completed projects should fit into their surroundings as an integral part. They should act to complete and compliment the existing surroundings. Structures should generally continue an established facade line; for example structures should be located toward street frontage, with parking to the rear or side when consistent with adjacent patterns.



3. Structure should generally continue an established facade line; for example structures should be located toward street frontage, with parking to the rear or side when consistent with adjacent patterns.



## D. Historic Appropriateness For Listed Structures/ Areas

1. If the proposed project is within a preservation area or affects a listed structure, the applicant should refer to the adopted Preservation Guidelines and the Secretary of Interior Standards (a separate document).

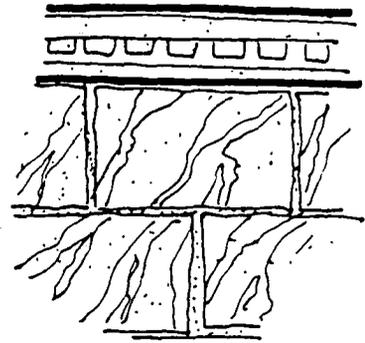
2. Projects that are not in listed preservation areas or do not directly involve listed structures, but may effect sensitive historic resources, should use the adapted Board Preservation Guidelines and Secretary of Interior Standards as a general reference.



## II. Elements

### A. Materials

1. The Board encourages use of the highest quality of building materials available. On projects over three stories, materials should be of permanent nature; these projects should generally incorporate "noble" materials such as natural stone; pre-cast concrete; architectural metals such as bronze, copper, and aluminum; integral colored glazing; masonry and terracotta.

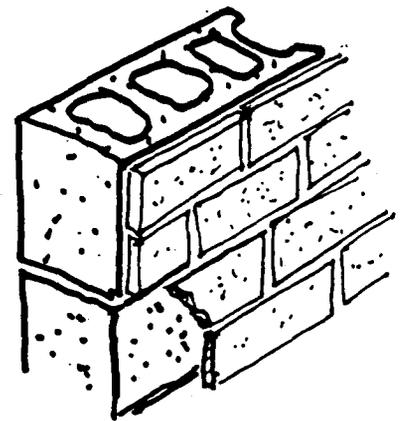


2. On Commercial buildings, the Board generally discourages uninterrupted use of plaster or synthetic plasters; plywood siding; shingled siding; corrugated metal or plastic, or other lesser quality materials.

3. On residential projects, the Board encourages high quality materials such as integral colored or painted windows (versus mill finish aluminum); tile or textured roofing (vs. "flat" asphalt composition); horizontal, shake, and masonry sidings (vs. all stucco or grooved plywood siding); casement and single hung windows (vs. horizontal sliders); and enriching elements such as shutters, planters, trellises, decorative railings and fences, etc.



4. "Natural" materials are generally considered more desirable than "imitation" materials. For example veneer brick is generally preferred to imitation brick; natural stone is generally preferred to synthetic stone. The Board does not prohibit imitation or synthetic materials, but they may pose additional challenges to the designer to integrate them into the design in a way compatible with their nature. The Board may request documentation concerning possible issues including, but not limited to, long-term durability; maintenance; color fastness; and permanent mechanical attachment.



## Design Review Guidelines

5. The applicant should be aware that although the Board encourages innovative use of materials, such use may demand significant additional research, care, and documentation on the part of the designer.

6. All materials proposed should be durable and long term maintenance should be considered in their selection.

### B. Color and Texture

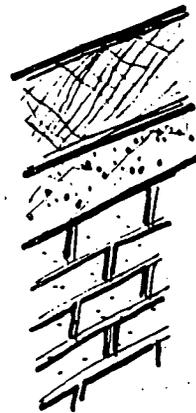
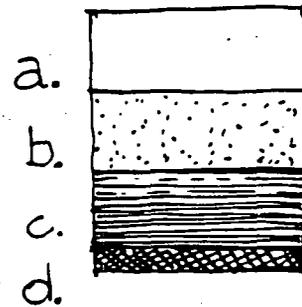
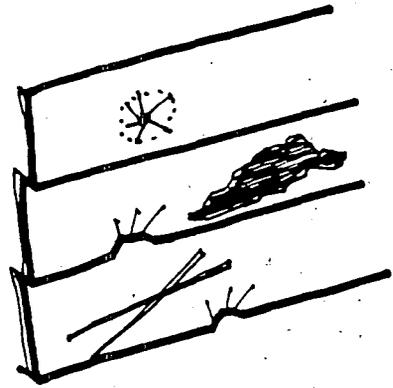
1. An integrated color palette for the entire project should be submitted with the design. The colors should be selected to achieve specific goals such as harmony, contrast, or articulation.

2. The Board encourages projects to use a variety of colors. The Board anticipates that most projects will incorporate three or more colors. Large, uninterrupted and unarticulated monochromatic expanses are generally discouraged.

3. Colors should be presented in as close to the final form as possible. The Board may request that specific colors be incorporated into an exhibit to be placed on-file at the Planning Department during construction. Colors should be specifically identified on the final documents submitted for permits.

4. Texture should be considered in selection of materials and as an additional means to articulate the design. Building materials should generally reflect a texture natural to that material.

5. The effect of texture on weathering, staining, and light reflection should be considered in the design. Heavy textures should consider the possible accumulation of dirt over the summer months. Provisions for periodic washing, including hose bibbs, should be incorporated into the design.



## Design Review Guidelines

6. When projects incorporate multiple buildings, use of more than one color palette is encouraged. Multi-family projects should incorporate a variety of color themes that are compatible and yet allow for visual interest and diversity.

### C. Entries

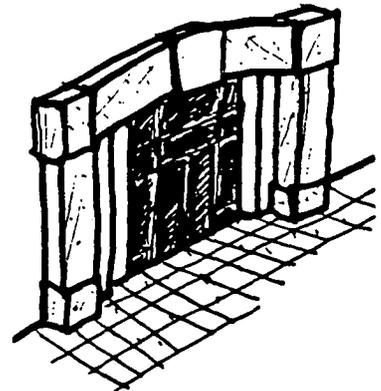
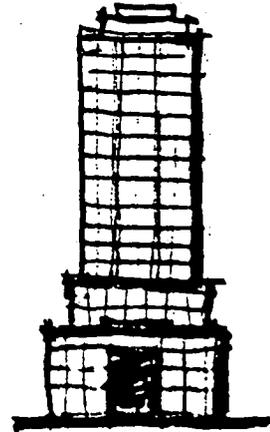
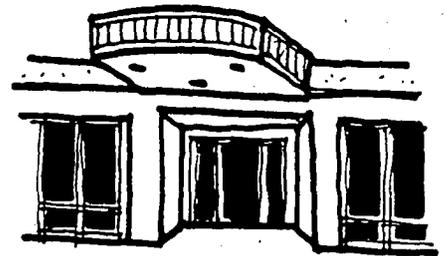
1. On every design, the main entry should be clearly identified. Elements that can be used to articulate an entry include, but are not limited to recesses, additional detailing, overhangs, lighting, changes in form, etc.

2. Consideration should be given to weather protection at the building entry. Porches are encouraged on residential projects. Residential units must have walkways from the sidewalk or driveway to the front door.

3. Entries which are not meant to be regularly utilized such as emergency exits should be downplayed. When they cannot be incorporated to the surrounding elements they should be related to surrounding design. (For example the height should align, doors should center on vertical elements, etc.)

4. The scale of the entry should be related to the building width and height. Large buildings require large entries to balance them.

5. In most cases, the main entry to a project should be relate directly to the main street frontage. In residential projects the entry should provide a feeling of "eyes on the street".



## D. Pedestrian Edges

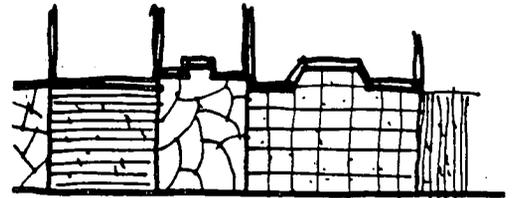
1. The Board encourages the use of clear glass as much as possible at the street level. Clear glass allows for a variety of uses including retail and consumer service related uses. Large areas of wall without glazing should be avoided.



2. The pedestrian edges of a building should consider providing protection from inclement weather including rain and summer heat.

3. Projects should allow for ample circulation width at the perimeter. Larger projects will require larger dimensions for pedestrian circulation. Special consideration should also be given to the additional congestion that can occur at corners, and to avoid blind intersections for pedestrians whenever possible.

4. Walkway textures which relate to the pedestrian scale are encouraged provided that they coordinate with adjacent properties. The use of paving textures which change dramatically with each building front are generally discouraged unless they are carefully incorporated into key elements in the building design.



## E. Advertising Signage

1. a. Materials and Colors: The materials and colors of advertising signage should be carefully coordinated with building materials and colors. When that coordination is not possible, it should be accounted for in the position and prominence of the signage (less coordinated signage may require a less prominent display.)

## Design Review Guidelines

b. "Cabinet" signs, flat plywood or signs painted directly on building siding, and other flat signs without three-dimensional character are generally discouraged unless incorporated as a special design treatment.

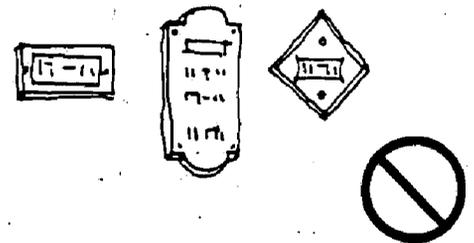
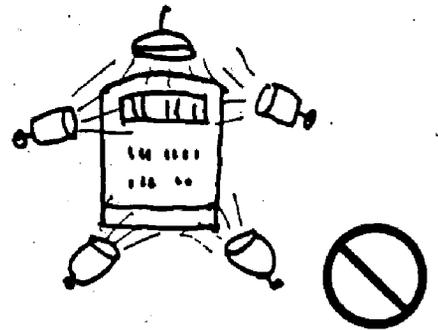
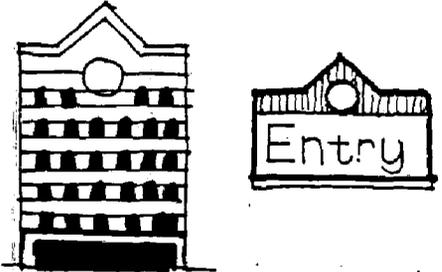
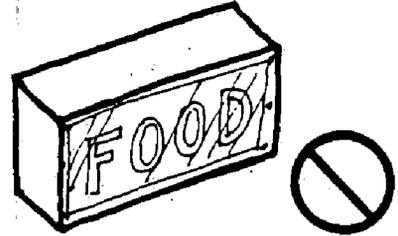
2. **Graphic Image:** The graphic imagery of signage, whenever possible, should relate to the building form and design concept. When the graphic image is dictated by pre-existing conditions such as logos, the position, placement, and size of the graphic image must be considered.

3. **Content:** The content of advertising signage must comply with the sign ordinance. The Board encourages as simple and concise of a message as possible and believes that an accumulation of advertising content can be detrimental to the design.

4. **Size:** The size of advertising signage should be coordinated with and proportional to the elements of the building.

5. **Illumination:** The illumination should be indicated. Illumination should not create excessive glare, should not use flashing or other moving lights (except for entertainment/restaurant related uses), or otherwise detract from the building architecture. The Board encourages the use of neon or other exposed lighting when it is carefully incorporated into the signage design. External flood lighting must be arranged so that the light sources are screened from view.

6. **Signage Program:** The Board strongly recommends all multi-tenant projects include a signage program which sets out guidelines for that particular project to ensure future signage is within the design concept.



## F. Directional Signage

1. **Materials and colors:** The materials and colors should be carefully coordinated with the building to allow for blending in while also allowing for adequate contrast to serve the intended function.

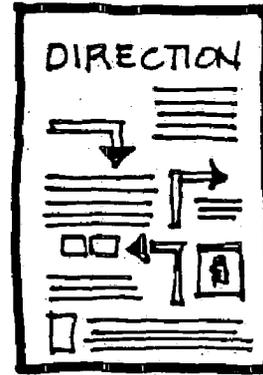
2. **Graphic Image:** The graphic image should relate to the building. The Board discourages a profusion of graphic images on a building design.

3. **Content:** The content of directional signage should be carefully considered to serve its intended purpose. Generally the content should be as short and concise as possible. The actual requirement for directional signage should be considered. Signage which is not actually necessary can be detrimental to orientation and circulation. Multi-building projects should have a centrally located directory indicating overall project organization.

4. **Size:** The size of directional signage should be just adequate to serve the intended function and no larger.

5. **Location:** The location of directional signage should be carefully considered to serve the intended purpose, but not be placed to detract from the design concept of the architecture.

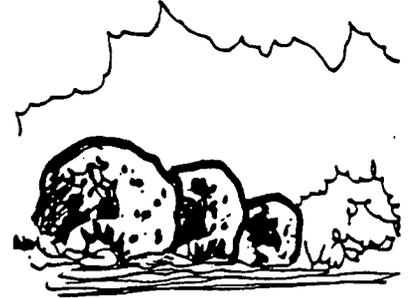
6. **Illumination:** The illumination of directional signage should be just adequate to serve the intended purpose



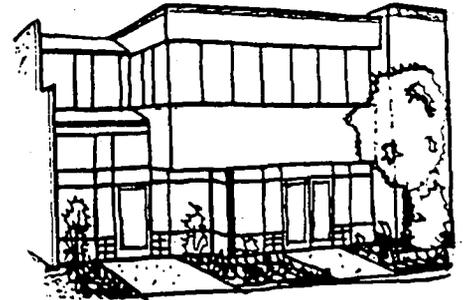
## III. Site

### A. Landscape

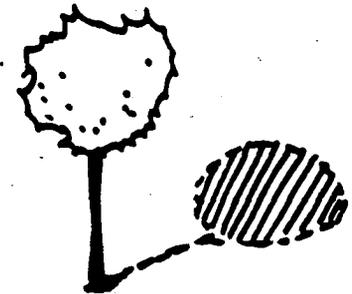
1. The Board encourages retention of the existing trees if they have been determined to be of significant value in contributing to the final landscape design. The landscaping must be designed to harmonize with the overall building design. Special landscape elements such as water elements, rock groupings, terraces, street furnishings, etc. are encouraged. When used, they must be integrated into the overall landscape design.



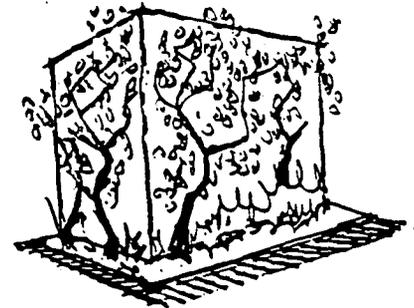
2. The Board strongly encourages as extensive landscaping on building projects as is compatible with the design concept. Every project should incorporate at least some natural plant material. The Board discourages planting limited to moveable pots or widely scattered plants. Materials are more effective grouped in masses. Provisions should be made for a maintenance program for landscaped areas.



3. The Board encourages applicants to prepare preliminary shading calculations for parking areas to verify compliance with ordinance. The board encourages use of plant materials at upper decks of parking garages.

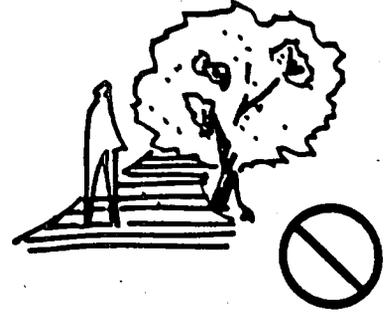


4. Landscaping should be used to screen materials not desired to be prominent to public view such as trash enclosures. The depth of planters necessary to support plant materials proposed should be considered. The larger the element desired to be concealed the deeper the planter must be to support adequate plant material. For example a 24" planter may be adequate for vines to conceal a six foot high trash enclosure wall, but a 12 foot or wider planter may be required to conceal a concrete shear wall of a parking structure.



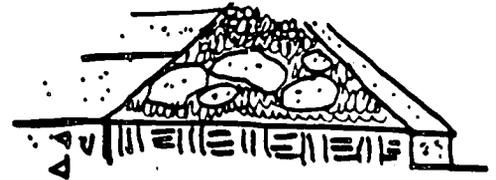
## Design Review Guidelines

5. Landscape design should consider the shape and size of the mature landscape material as well as the maintenance of the material. Pedestrian circulation should be considered adjacent to the parking areas.



6. The Board generally encourages set-backs between buildings and the property lines and encourages the use of the set-back for project landscaping.

7. The Board generally encourages areas between sidewalks and curbs to be landscaped. Consideration should be given to pedestrian access between cars and the sidewalk. When the landscape material will not withstand pedestrian traffic, and are not protected by barriers, a solid surfacing should be used at the appropriate intervals to provide for pedestrian traffic.

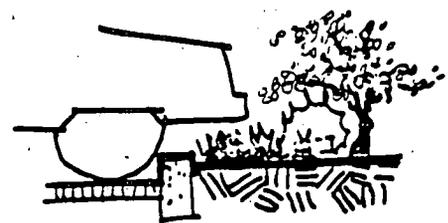


8. Earth-berming is encouraged particularly to assist in screening parking areas from view. The width of the berm area must be great enough to support the height of the berm with gradual slopes.



9. Site lines at driveway entries and intersection should be carefully considered in selection of plant materials, berm location, and landscape design for safety.

10. Planters in all parking lots should be protected with 6" raised concrete curbs.



11. Plastic or artificial plant materials are strongly discouraged by the Board.

## Design Review Guidelines

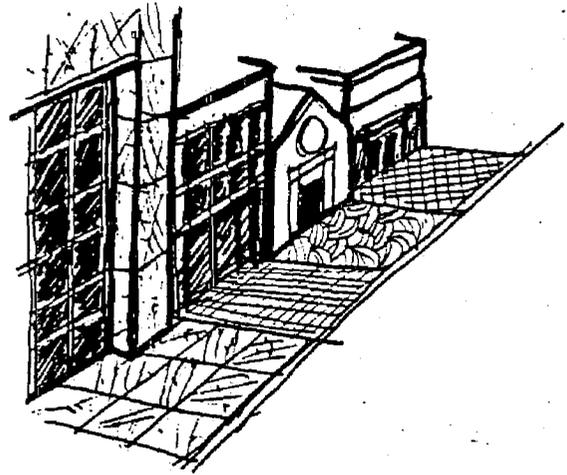
2. Lighting should be designed to compliment the architecture of the building. The Board encourages lighting the exterior of commercial buildings if part of a design concept.

3. The entire site should be adequately illuminated for security.

4. Exterior lighting fixtures mounted on the building as well as fixtures remote from the building should be compatible to the buildings color, materials, and design. Use of decorative lighting is encouraged.

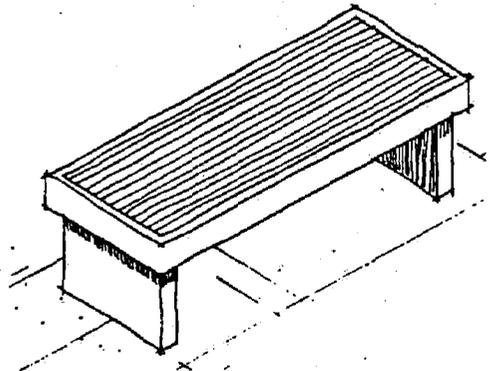
### D. Paving/Hardscape

1. On-site paving should be coordinated throughout all areas of the project. The Board discourages the arbitrary use of paving textures which change from project to project or through out the project unless as part of a design theme. Use of a paving texture should be carefully integrated into the design if it is different than the paving texture on the adjoining property.



### E. Street Furniture

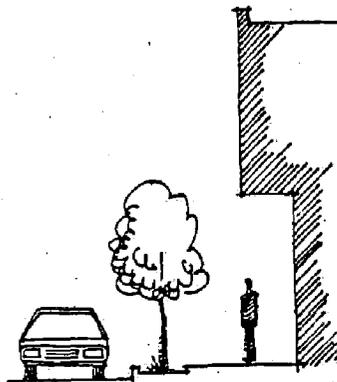
1. Street furniture should be carefully selected for durability and aesthetic appeal. The Board encourages the use of street furniture as part of the landscaping design.



### F. Use of Public Right-of-Way

1. The use of public right-of-way for landscaping is encouraged when it is not required to serve pedestrian circulation requirements.

2. The Board discourages the use of public right-of-way for building construction such as connecting walks or projection of upper levels of buildings into the public right-of-way.



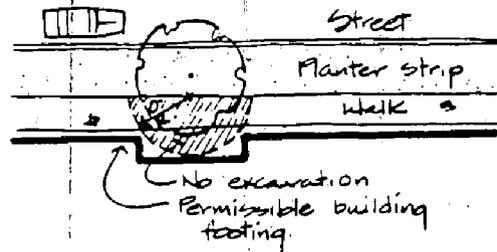
**CITY OF SACRAMENTO  
DEVELOPER GUIDELINES FOR  
CITY STREET TREES**

The City of Sacramento, Tree Services, recommends that developers adhere to the following guidelines in order to preserve and continue Sacramento's proud heritage of large shade trees throughout the downtown area.

**SOIL AREA**

Mature city street trees and newly planted street trees need adequate soil area for the preservation and development of a strong root system. City Tree Services recommends that no significant excavation occur within 10 feet of the face of the sidewalk adjacent to any existing street tree or adjacent to any designated planting location. "Significant" excavation is defined as more than 12 inches.

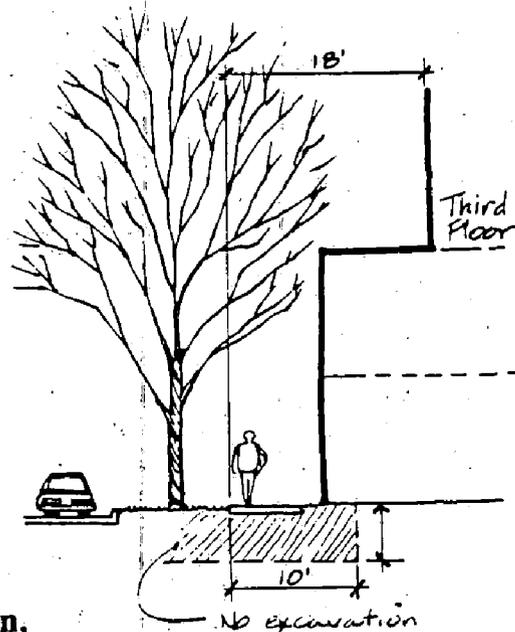
- Soil area is necessary for tree support to prevent blowing over.
- Soil area is necessary for roots to acquire necessary water and nutrients.



**AIR SPACE**

Street trees also require air space to enable the tree to develop a significant crown. Tree Services recommends that construction above the second story level be set back a minimum of 18 feet behind the face of the sidewalk adjacent to any existing street tree or adjacent to any designated street tree planting location.

- Air space is necessary for trees to have strength and balance. A tree with a 6-foot width on the building side and a 25-foot width on the street side is both awkward in appearance and in danger of blowing over.
- Air space is necessary if a tree is to receive sunlight and air to synthesize its food requirements and to provide the public with cooling shade, air purification, and beauty.



## **IV. Services/Utilities**

### **A. Auto Access and Circulation**

1. Automobile access should be carefully considered for clear and uniform traffic pattern through the project. Backout maneuvering generally is prohibited by City Ordinance and discouraged by the Board, except for 1 and 2 family residential projects. One way traffic circulation is discouraged unless careful measures are taken to control possibilities of "wrong way" traffic movement.

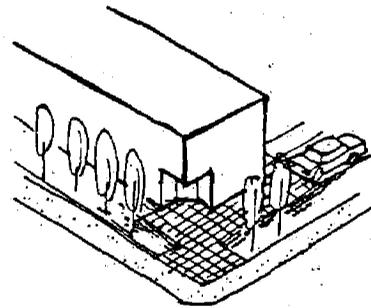
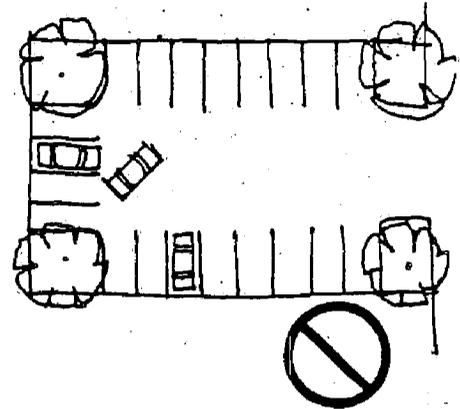
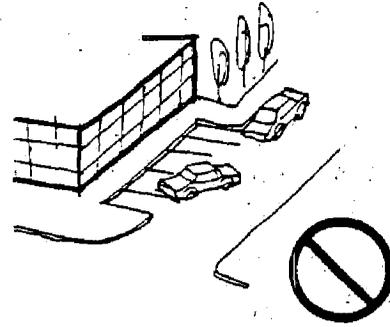
2. The Board strongly encourages projects whenever possible to incorporate a flow-through auto circulation. Dead-end or "T"-shaped arrangements and split parking lots are strongly discouraged.

3. The Board encourages applicants to consider transit access in site design. Elements which encourage use of public transit are encouraged by the Board.

### **B. Auto Parking**

1. Auto parking should be located as conveniently as possible to the building entry. The flow of pedestrians between parking and the building entry should be considered in the parking layout as well as the pedestrian circulation system design.

2. Parking areas are encouraged to be located to the rear of or the side of a projects rather than prominently placed in the front.



## C. Automobile Screening

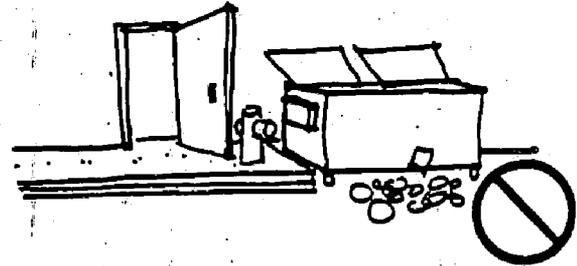
1. Automobiles are generally considered as undesirable as a prominent element of a building facade and should be screened whenever possible. Screening measures may include use of landscaping or an architectural treatment integral to the overall building design. Parking structures should be considered part of the main building architectural treatment in use of building form, roof shape, materials, colors, openings, dimensions, rhythm and other design elements. If landscape screening is proposed as an alternative to the integration of the design, adequate depth planters must be proposed with a minimum of 12 ft. required. Major parking structures should generally incorporate roof trellis, landscaping or other design elements at the top deck.



2. Security especially at off-hours should be considered for parking area. Parking structure stairways and elevator lobbies should be open to public view. Consideration should also be given to visibility of the inside of elevator cabs.

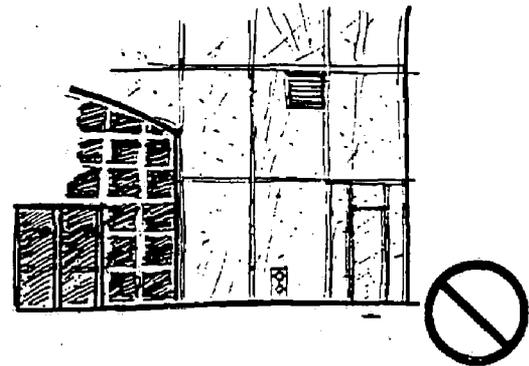
## D. Service Access

1. Service access should be located in a position so as to not to obstruct the flow of pedestrians or user circulation when in use, or not to create an unsightly condition while it is between maintenance cycles. Blocking of service access by vehicles while loading or unloading should be considered.



## E. Emergency Exits

1. Emergency exits should be incorporated into the design by alignment of elements or other articulation. As an alternative they should be downplayed as much as possible. The Board discourages location of exits in a way that appears as an afterthought or breaks up established design rhythms or patterns.



## F. Bicycle Storage

1. Bicycle storage should be considered in the design in a location that is both convenient and visually unobtrusive. Screening is encouraged. Consideration should also be given to security by providing adequate lighting and sight-lines.

2. Use of locker storage, showers and other amenities to promote bicycle use is encouraged by the Board.

## G. Trash Storage

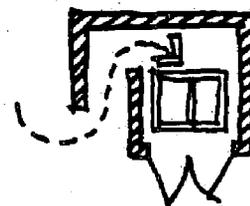
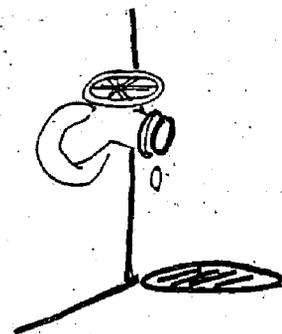
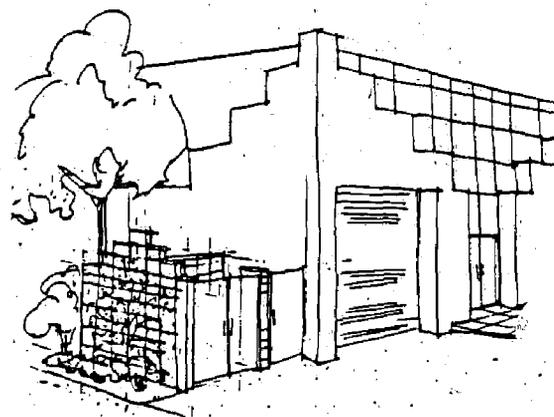
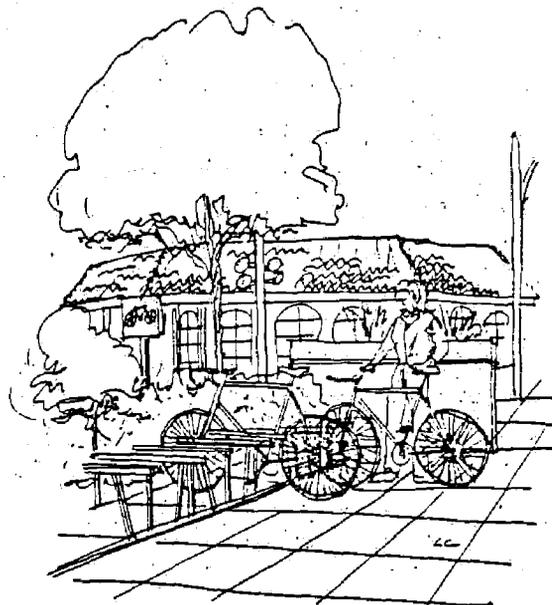
1. Trash storage should be located in as visually unobtrusive a position as possible. Trash storage should be screened by landscaping in almost all cases and should be constructed in such a way as to be extremely durable and resistant to damage. Materials used should be compatible with the building materials.

2. Wood construction is generally not permitted for trash enclosures. Permanent material such as concrete or masonry with heavy steel gates are generally required.

3. Some means of maintenance of trash areas should be considered such as placement of hose bibbs and location of area drains for regular washing.

4. Location of trash enclosure should be verified with pick-up services for required access.

5. Trash enclosures at residential developments should be located conveniently to encourage their regular use.



## Design Review Guidelines

6. The trash enclosure facility should generally be designed to allow for walk-in access by users without having to open the main enclosure gate. The walls should be at least 6 feet high for screening. A concrete apron should be constructed at the point of pick-up for durability.

### H. Roof Mounted Equipment

1. The roof should be considered as a design element. Both the location and visual appearance of roof mounted equipment should be considered, not just from the ground at the surroundings, but also looking down from adjoining projects. The color of the roof and the treatment of roof detailing such as flashings and use of tar should be considered to present as neat and orderly an appearance as possible.

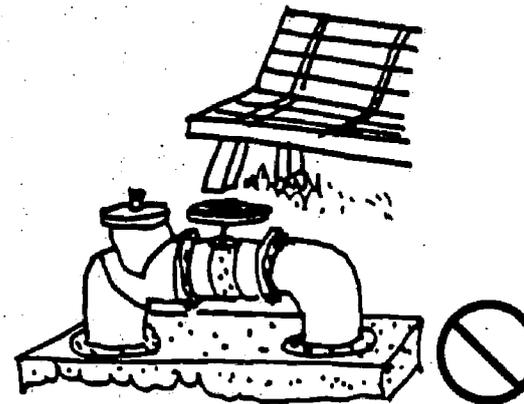
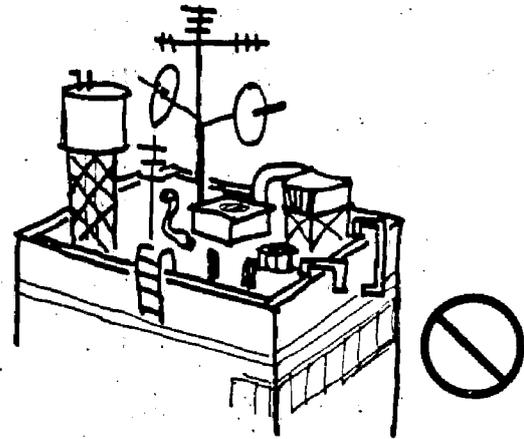
2. Solar heating and cooling units on residential projects are encouraged. If used, they should be carefully incorporated into the architectural design and clearly indicated on the documents.

### I. Antennas

1. Antennas and receiving and sending dishes should either be incorporated into the architectural design in such a way they become an integral part of the architectural statement or concealed from view. The Board encourages integration of antennas into the architectural design. Large commercial projects should address antenna location even if they are not planned as part of the initial construction, since they have become rather common.

### J. Helipads

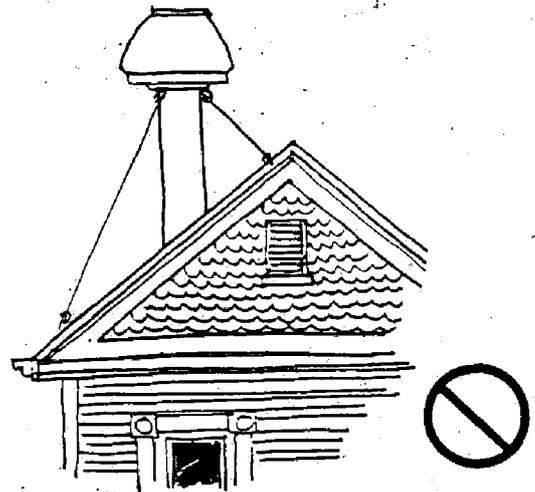
1. Helipads, when required or provided, should be integrated with the roof scape design.



## K. Site Equipment

1. Transformers, Backflow devices, Gas and electric meters, Irrigation controls, Fire department connections, Sprinkler risers, etc.

Generally site equipment is considered visually obtrusive and does not contribute positively to an architectural design statement. Screening is encouraged. Locations should be carefully considered from the standpoint of both function as well as visual prominence. The Board encourages use of underground service for electric, telephone, etc.

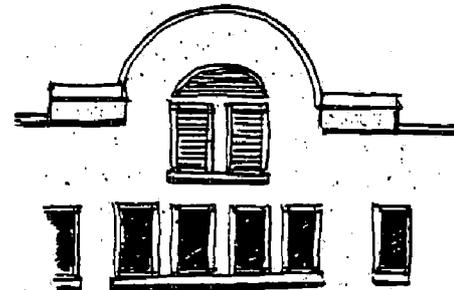


## L. Ventilation Equipment

1. Roof mounted ventilation equipment should be considered as part of the roof scape design. When roof mounted equipment will be visible from the surrounding properties at grade, the location and screening design must be particularly and carefully handled.

2. Thru-wall louvers, etc. should be integrated into the pattern of the facade by size, alignment, texture, etc.

3. Change in use of existing buildings that require use of new ventilating stacks should conceal or integrate them into the design as feasible: The board strongly discourages stacks, vents, etc. exposed to public view.



## **SECTION 4**

# **Application Procedures**

## **A. Application Packet**

1. The application packet is available from the Planning Division. The applicant is encouraged to discuss preliminary concepts with staff. On larger projects, the Board encourages applicants to make a preliminary submittal for "review and comment only" before developing their detailed schematic design plans.

2. Applicants are strongly discouraged from submitting final construction documents for initial Board review. Changes that might be required may be far more difficult to make at that point in the design process. The Design Review/Preservation Board strongly encourages applicants to make their presentation as early as possible in their design process.

3. All projects submitted require clear and complete drawings. The staff will not accept plans not to scale, incomplete information, or packages which are brought in parts or after required deadlines.

4. The current forms and posting notices are available from the staff.

5. The State Business and Professions Code and Board policy requires submitted plans to be signed by the persons who prepared them. Plans must be generally prepared by a licensed professional except for single family dwellings not over two stories or agricultural buildings.

**City of Sacramento**  
**Design Review and Preservation Board**

	<b>Name and Address</b>	<b>Phone No.</b>
Property Owner	_____	_____
Applicant	_____	_____
Plans prepared by	_____	_____
Plans signed by	_____	_____
License no. and category	_____	
Location of Project: Address	_____	
Assessor's parcel no	_____	
Nearest major cross streets	_____	

**Proposal General Description:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

	<b>Present land use</b>	<b>Zoning</b>
Subject property:	_____	_____
Adjacent property to North:	_____	
East :	_____	
South:	_____	
West :	_____	

Parking spaces required _____	<b>Provided</b>	_____
Property area in square feet _____	<b>Approx. dimensions:</b>	_____

<b>Proposed Setbacks Building setback from property line</b>	<b>Width of proposed landscaping</b>
North _____	_____
South _____	_____
East _____	_____
West _____	_____

Area of building in square feet at ground level \_\_\_\_\_ Total area \_\_\_\_\_

Height of building in feet \_\_\_\_\_ Stories \_\_\_\_\_

Date filed	Application No.	Meeting date	Report by
------------	-----------------	--------------	-----------

**CERTIFICATION OF POSTING PRIOR TO PUBLIC HEARING**

I CERTIFY UNDER PENALTY OF PERJURY THAT AS THE OWNER/APPLICANT OF/FOR THE SUBJECT PROPERTY/PROJECT DESCRIBED BELOW, I WILL POST PUBLIC NOTICE OF THIS APPLICATION REQUEST ON A CONSPICUOUS PLACE ON THE SITE FOR A PERIOD OF NOT LESS THAN SEVEN (7) DAYS PRIOR TO THE PUBLIC HEARING SCHEDULED FOR

Date \_\_\_\_\_

Owner/Applicant \_\_\_\_\_

Notes:

1. Guidelines that will be used by the Board in review of your project are available from the Planning Department.

2. The State Business and Professions Code, and Board policy, requires that submitted plans must be signed by the person who prepared them. Plans generally must be prepared by a licensed professional except for single family wood frame dwellings not over two stories or agricultural buildings.

3. After approval of preliminary plans by the Board, and acceptance of the conditions of approval by the applicant, final construction documents including landscape plans shall be filed with the Design Review/Preservation Director, who will review the documents for compliance with board conditions of approval. No permits or entitlements shall be issued until the Design Review/Preservation Director has certified that the documents submitted are in accordance with the Design Review/Preservation Board's approval.

**SECTION 5**

# **Meeting and Review Format**

**A.** Chairperson introduces Title of Item and requests staff report.

**B.** Staff gives a brief summary of the staff report.

**C.** The Chair invites Board members to question staff as necessary.

**D.** The Chair asks the Applicant to make a presentation of their projects. The Board encourages the Applicant to use the Guidelines Format as a means to demonstrate addressing of design concerns. There are four main sections in the Guidelines Format: I. Composition and Theme; II. Elements; III. Site; IV. Utilities and Services. Items which have been handled in a routine way can be grouped together. The applicant is encouraged to focus on items which have been handled in an innovative way or items on which they disagree with staff recommendations.

**E.** The Board questions Applicants regarding their presentation.

**F.** The Chair requests input from other members of the audience either in favor or in opposition to the project or questions that may have bearing on the project to be directed to either the applicant or to staff.

**G.** The Chair may request the Applicant to respond to specific issues raised.

**H.** The Chair closes the public hearing portion of the meeting and opens the session for Board discussion or motion by a Board Member.

**I.** A motion is offered and discussion of that motion is opened.

**J.** On close of discussion or call for the question, roll is called. A majority of a quorum carries.

**K.** Applicants may appeal decisions of the Board to the Planning Commission if it is a Design Review item or the City Council if it is a Preservation Board item.

## Design Review Guidelines

**K.** Applicants may appeal decisions of the Board to the Planning Commission if it is a Design Review item or the City Council if it is a Preservation Board item.

**L.** Board discussion regarding study sessions, reports, and workshops are generally scheduled at the end of regular business.

**M.** After approval of preliminary plans by the Board and acceptance of conditions of approval by the applicant, final construction documents including landscape plans shall be filed with the Design Review Preservation Director who will review them for compliance with Board conditions of approval. Any changes or revisions should be clearly marked to bring them to the attention of staff. Acceptable methods include highlighting, clouding, and redlining. No permits or entitlements will be issued until the Design Review Preservation Director has certified that the documents submitted are in substantial conformance with the Design Review/Preservation Board approval. Items of question may at any point be referred by the Design Review/Preservation Board Director back to the Design Review Preservation Board for final determination at a regularly scheduled meeting.

**N.** The Board recommends that projects over 25,000 sq. ft. be reviewed in the field by the Design Review/Preservation Director for issuance of a certificate of occupancy or other final approval by City.

## SECTION 6

# References

Various planning documents may be applicable to a particular project. In addition, detailed "Guidelines" and "Design Notes" have been developed for a number of particular situations and common problems. While not formally a part of the Board's Guidelines, which are designed to be general in nature, all these references can be a valuable source of information for designers.

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**SECTION 7**

**Credits**

**City of Sacramento  
Design Review/Preservation Board  
Guidelines Subcommittee**

**Chairperson and membership from  
June 7 1988 thru August 1 1990  
Michael F. Malinowski**

**The Subcommittee would like to thank the following for their  
assistance in developing and producing the finished Guidelines**

**Marquez/Hardy Design: Design and production assistance**

**Richard B. Hastings Design Review/Preservation Director:  
Draft of associated ordinance amendments and staff support**

**Sketches were contributed by the following individuals**

**Michael F. Malinowski**

**Lex Coffroth**

**Bruce Monighan**

**Joe Yee**



# Design Review Guidelines

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VIDEO AND FILM PRODUCTION

Councilman Joe Serna  
City Hall  
I Street  
Sacramento, CA 95814

Councilman Serna,

November 10, 1990

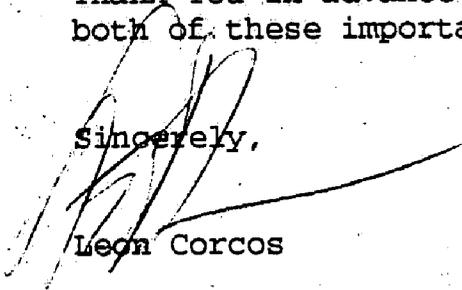
I am writing you this letter to encourage you to support the amendment of Chapter 32 of the City code which we be on the councils agenda before the end of the year. This amendment, suggested by Richard Hastings, the Senior Planner of the City of Sacramento's planning department would allow for the expansion of the the city Historical Building Register outside of the core area downtown. I would also like to be informed of when this will be on the council's calendar.

This amendment would cost the city absolutely no money and would increase the preservation of historical buildings in the area. As an owner of a few properties on Franklin Boulevard this would encourage and allow myself and a few others with qualifying properties to make improvements to our properties and the neighborhood as well.

As a member of the Franklin Boulevard Merchants Association, I also ask for your support in extending the SHRA target area presently from Sutterville thru Fruitridge to encompass properties to the north of Sutterville to Broadway. At the last Merchants meeting, the idea of including these businesses into our association was approved and encouraged by the attending members as well as Cynthia Shallit of the SHRA.

Thank You in advance for your time and hope you will support both of these important issues.

Sincerely,

  
Leon Corcos

cc: Tom Chinn                      Lynn Robie  
Lyla Ferris                      Terry Kastanis  
Kim Mueller                      Richard Hastings  
Heather Fargo                      Josh Pane  
Mayor Rudin                      1700 I Street • Sacramento, California 95814

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