



SECOND FLOOR RESIDENTIAL DESIGN REVIEW GUIDELINES

I. APPLICABILITY:

Upper-Story Additions and Modifications Which Result in More Than One Floor.

Design Review is required for new two (2) story homes and accessory structures and any single family lift-and-fill construction or additions which result in two stories, in the Residential Zoned Districts per Section 19.42.030b. of the Zoning Ordinance.

Construction proposals deemed visually or functionally insignificant by the Director would be exempt. The Guidelines have been developed in order to promote better design of such additions and to limit impacts on adjacent properties. Modifications to structures on lots with an average slope over ten percent (10%) are also subject to the Hillside and Ridgeline Protection Ordinance.

II. CRITERIA:

A. Windows Facing the Rear & Side Yards.

Place upper-story windows so as to preserve the privacy of adjacent residential properties. Methods to achieve this include:

- Offset windows and balconies from neighbors windows and balconies to maximize privacy.
- Use of high windows, skylights, permanently affixed louvers, inset windows or windows with high sills.
- Utilize solid balconies, obscure glass and effective placement of landscaping.

B. Windows Facing the Front Yard.

Windows, balconies, doors or other openings above the first story are encouraged. When proposing these improvements, consider matching the style and scale of the windows and doors of the existing structure.

C. Outside Stairways.

Design outside stairways to upper stories as modest structures which do not dominate the facade of the building. Full exposed stairway extensions along a building exterior are discouraged in favor of stairs placed so as to not dominate the building exterior treatment. Where possible, upper-story additions should be an extension of the existing residence with internal circulation connecting to the existing structure.

D. Design Consistency.

Design window style and building materials to be compatible with the window

style and materials of the existing structure. Have roof pitches be compatible with the existing roof slopes. Design the home addition to be architecturally compatible with the existing house or modified existing house, with any second story addition integrated into the overall design of the house.

E. Neighborhood Compatibility.

Where a prevailing design exists on both sides of the street for the length of the block, design the addition or modification to be compatible with the design character and scale of the neighboring buildings.

F. Placement of Addition.

Locate second story additions away from the edges of the house. Keep volumes placed over the primary mass of the house where feasible. Set the major portions of second story additions away from front, side and rear house lines. Where feasible, place the second story addition over the house instead of only over the garage.

G. Lowering Eave Line.

If the neighborhood does not have a dominant pattern of tall two story walls, consider bringing some portions of the second floor roof down to the gutter or eave line of the first story roof to reduce the apparent mass of the building.

H. Shadowing.

New construction should not significantly shade the existing light reception of existing solar collectors and primary, active recreational areas in the rear and/or side yards of adjacent properties. For purposes of this subsection, a solar collector shall be any device which is designed primarily to collect solar energy and which contains an area of twenty-four (24) square feet or more. Applications for second story construction which cannot meet this design criterion shall demonstrate that every feasible effort has been made to reduce the shading impacts of the proposed structure and that a reasonable upper-story addition which complies with this design criterion is not feasible. Please refer to California Civil Code Section 714 and Public Resource Code Section 25982 for additional information.

APPROVED:

Robert Brown, Community Development Director

Date

For further information, please contact the City of Novato, Department of Community Development at:

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