

## ADMINISTRATIVE DESIGN REVIEW (RESIDENTIAL)

### Zoning Code Sec. 18.35.030 (C)

All new single-family standard home plans, and additions to existing standard home plans shall be reviewed for compliance with the City of Maricopa Single-Family Residential Design Guidelines prior to issuance of a building permit.

A Zoning Permit shall be issued for all plans found to meet the intent of the City of Maricopa Single-Family Residential Design Guidelines.

## Over-All Review Time Frames

City will either grant or deny each type of permit (license) that it issues. The time frame includes an administrative completeness review period to accept or reject the application, and a substantive review period to provide a technical review of the request. The City shall approve or deny the request within the overall time frame listed below, however, should the City extend the review period for additional submittal(s), said extensions shall not exceed 25% of the overall time frame.

**Please note: These are projected time frames only and may change due to workload and staffing considerations**

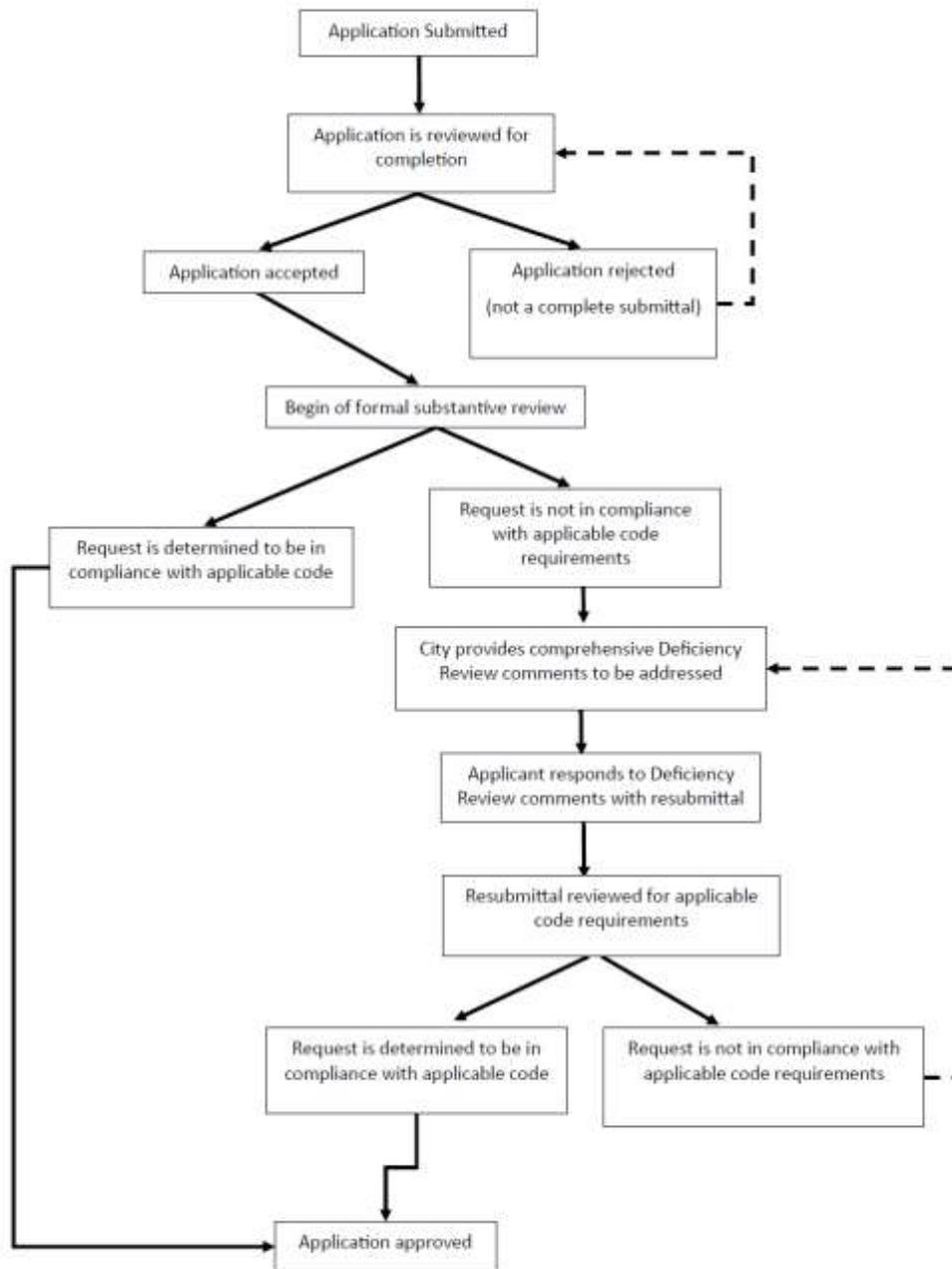
Application Type	Administrative Completeness Review (business days)	Substantive Review (business days)	Total Time Frame (business days)
Administrative Design Review	10	30	40

## Submittal Review Turn Around Time Frames

Timeframes exclude all holidays, weekends and during the period where the applicant is revising plans. The listed timeframes are not all-inclusive and are subject to change. These timeframes are for plan review only and do not apply to submittals that require public notification outreach and approval through the Planning and Zoning Commission.

Application Type	First Review (business days)	Subsequent Reviews (business days)
Administrative Design Review	15	10

## ADMINISTRATIVE DESIGN REVIEW PROCESS FLOW CHART



## ADMINISTRATIVE DESIGN REVIEW Submittal Requirements:

1. Pre-Application Response Comments (required)
2. Project Narrative (required)
  - Describe proposed project
  - Address compliance with zoning requirements and Planned Area Development (PAD) conditions that affect the design or placement of homes in the approved subdivision plat
3. Filled Out SFR Design Guideline Checklist (required)
  - *Refer to attachment 3 for Single Family Design Guidelines and Checklist\*\*\**
4. Typical Plot Plans (required)
  - Scale, north arrow, and dimensions
  - Home Builder and Subdivision Name
  - Plan Number
  - Minimum lot area
  - Typical lot lines
  - Location of ground mounted mechanical equipment screened from public view
  - Identify plan options, roof overhangs, type of roof, upper levels, accessory buildings
  - Projections identified with a dashed line, distance of overhangs/projections to property line
  - Required building setbacks
  - Proposed and allowed lot coverage
  - Identify adjacent easements
  - Location of typical driveway
  - Provide additional plot plans for each elevation styles (A, B, and C) if footprints, setbacks or lot coverage vary
5. Lot Fit Analysis (required)
  - Identify the fit of each standard plan for all lots, showing lot square footage and proposed lot coverage percentages
  - Include all possible options for each standard plan  
*\*\*\*Refer to attachment 1 for a sample lot fit analysis matrix\*\*\**
6. Typical Floor Plans (required)
  - Scale and dimensions
  - Home Builder and Subdivision Name
  - Interior space distribution with dimensions
  - Exterior walls and interior partitions
  - Line of second floor above and line of first floor below (for two-story homes)
  - Window locations

- Stairs
  - Provide additional floor plans for all elevation styles, including separate details for optional features (i.e. extended porches/patios, extended garages, walk decks, casitas, etc.)
- 7. Color Elevations (all sides) (required)**
- Scale and exterior dimensions
  - Home Builder and Subdivision Name
  - Recommend a minimum of four (4) standard plans
  - Recommend a minimum of four (4) elevations per standard plan
  - Building color elevations for all sides
  - Provide elevations for each standard floor plan proposed for the project
  - Provide additional elevations of each floor plan with options
  - Recommend a minimum of three different garage doors designs for each standard plan
  - Identify materials proposed, including decorative elements and garage doors as standard features
  - Identify accent features such as window trims or other features that project from the main wall plane and note their depth
  - Identify accents, details (i.e. corbels, exposed rafter tails, etc.) and any other areas
  - Identify gutters and downspouts painted to match, if applicable
  - All elevations must be oriented consistently with the floor plans
- 8. Streetscape Color Elevations (required)**
- Provide a street scape (front and rear elevation) and site plan view showing all proposed plans  
*\*\*\*Refer to attachment 2 for example street scape and site plan view\*\*\**
- 9. Materials and Color Palettes (required)**
- A matrix listing all proposed color schemes, detailing color and material **names and manufacturer's number**
- 10. Front Yard Landscape Plans (required)**
- 11. Garage Door Options (required)**
- 12. Roof Plans (required)**
- 13. HOA Approval Letter (if applicable)**
- 14. Site Map or Parcel Map of Proposed Lots (required)**
- **Parcel Map (highlight project area in map)**

## REGULATORY BILL OF RIGHTS

This past legislative session (Fiftieth Legislature, First Regular Session), the Arizona Legislature passed Senate Bill 1598. This “Regulatory Bill of Rights” went into effect on July 20, 2011 (with full implementation on December 31, 2012). The rights afforded private regulated parties under the new law are provided below.

### **A.R.S. § 9-832: REGULATORY BILL OF RIGHTS**

TO ENSURE FAIR AND OPEN REGULATION BY CITIES, A PERSON:

- IS ELIGIBLE FOR REIMBURSEMENT OF FEES AND OTHER EXPENSES IF THE PERSON PREVAILS BY ADJUDICATION ON THE MERITS AGAINST A CITY IN A COURT PROCEEDING REGARDING A CITY DECISION AS PROVIDED IN A.R.S. § 12-348.
- IS ENTITLED TO RECEIVE INFORMATION AND NOTICE REGARDING INSPECTIONS AS PROVIDED IN A.R.S. § 9-833 (EFFECTIVE JUNE 30, 2012).
- IS ENTITLED TO HAVE A CITY NOT BASE A LICENSING DECISION IN WHOLE OR IN PART ON LICENSING CONDITIONS OR REQUIREMENTS THAT ARE NOT SPECIFICALLY AUTHORIZED AS PROVIDED IN A.R.S. § 9-834.
- MAY HAVE A CITY APPROVE OR DENY THE PERSON’S LICENSE APPLICATION WITHIN A PREDETERMINED PERIOD OF TIME AS PROVIDED IN A.R.S. § 9-835 (EFFECTIVE DECEMBER 31, 2012).
- IS ENTITLED TO RECEIVE WRITTEN OR ELECTRONIC NOTICE FROM A CITY ON DENIAL OF A LICENSE APPLICATION (EFFECTIVE DECEMBER 31, 2012).
  - THAT JUSTIFIES THE DENIAL WITH REFERENCES TO THE STATUTE, ORDINANCE, REGULATION, DELEGATION AGREEMENT OR AUTHORIZED SUBSTANTIVE POLICY STATEMENT ON WHICH THE DENIAL IS BASED AS PROVIDED IN A.R.S. § 9-835.
  - THAT EXPLAINS THE APPLICANT’S RIGHT TO APPEAL THE DENIAL AS PROVIDED IN A.R.S. § 9-835.
- IS ENTITLED TO RECEIVE INFORMATION REGARDING THE LICENSE APPLICATION PROCESS AT THE TIME THE PERSON OBTAINS AN APPLICATION FOR A LICENSE AS PROVIDED IN A.R.S. § 9-836.
- MAY INSPECT ALL ORDINANCES, REGULATIONS, AND SUBSTANTIVE POLICY STATEMENTS OF A CITY, INCLUDING A DIRECTORY OF DOCUMENTS, AT THE OFFICES OF THE CITY AS PROVIDED IN A.R.S. § 9-837.
- UNLESS SPECIFICALLY AUTHORIZED, MAY EXPECT CITIES TO AVOID DUPLICATION OF OTHER LAWS THAT DO NOT ENHANCE REGULATORY CLARITY AND TO AVOID DUAL PERMITTING TO THE MAXIMUM EXTENT PRACTICABLE AS PROVIDED IN A.R.S. § 9-834.
- MAY FILE A COMPLAINT WITH THE CITY COUNCIL CONCERNING AN ORDINANCE, REGULATION OR SUBSTANTIVE POLICY STATEMENT THAT FAILS TO COMPLY WITH A.R.S. § 9832

## SAMPLE LOT FIT ANALYSIS MATRIX

Lot #	Lot Area Square Footage	Maximum Lot Area Square footage Allowed (40%)	Plan # <u>_101_</u> Total maximum footprint SF <u>_2,200_</u>  Lot Coverage % (Total footprint SF/Lot Area Square Footage x 100)	Plan # <u>_102_</u> Total maximum footprint SF <u>_1,800_</u>  Lot Coverage % (Total footprint SF/Lot Area Square Footage x 100)	Plan # <u>_103_</u> Total maximum footprint SF <u>_1,900_</u>  Lot Coverage % (Total footprint SF/Lot Area Square Footage x 100)
1	6,000	2,400	36.6%	30%	36.6%
2					
3					
4					
5					
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7					
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EXAMPLE  
 STREET SCAPE SITE PLAN VIEW





# EXAMPLE STREET SCAPE VIEW (FRONT AND REAR ELEVATION VIEW)

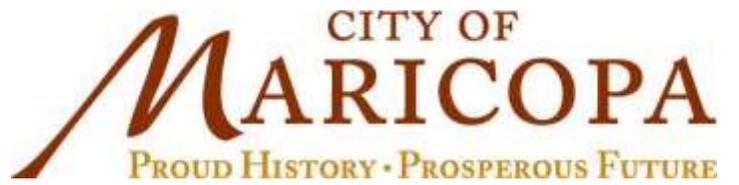


FRONT ELEVATION STREETSCAPE



REAR ELEVATION STREETSCAPE

# ATTACHMENT 3



## SINGLE FAMILY RESIDENTIAL DESIGN GUIDELINES



ADOPTED  
11/5/2014



EFFECTIVE  
12/5/2014

A. Introduction

1. In accordance to City of Maricopa General Plan goals and objectives, this document is intended to provide direction to homebuilders, developers, contractors, designers, city staff and city decision makers. Design guidelines are adopted policies intended to provide the basis for design review and approval and are subject to interpretation by staff and the Planning and Zoning Commission. When a valid demonstration can be made for deviating from a design guideline in order to achieve a superior overall design, such a request will be given consideration.
2. Diversity of quality residential architectural design is encouraged throughout the City; with the design of projects reflecting a general continuity and harmony consistent with the character of the community while at the same time providing new, creative, forward-looking and dynamic approaches to design.
3. The exhibits contained within this document illustrate a variety of architectural detailing, plans and elevations in order to convey a diversity of product and universal design principles and emphasize Non-Garage dominant architecture. The Single Family Residential Design Guidelines are adopted and amended by the City Council.
4. The word “should” is intended to express the City of Maricopa’s desire and expectation, while the words “encouraged” and “discouraged” are meant to express a more or less desirable solution. The words “shall” are meant as requirements.

B. Applicability

1. These guidelines shall apply to all new single-family standard home plans, and additions to existing standard home plans. All new standard home plans and additions shall be reviewed for compliance with the City of Maricopa Single Family Residential Design Guidelines prior to issuance of a building permit.

C. General Design Guideline Principles

1. Building Form
  - a. Two-story houses shall, utilize offset massing (vertical articulation) to achieve distinction between stories and building mass. Design of creative private outdoor spaces is highly encouraged to achieve this objective.
  - b. Corner lots may have a mix of single-story and two-story homes provided the second-story portions of the homes do not encompass more than 75 percent of the building footprint, and the second-story portion of the dwelling has a distinctive building mass (vertical articulation).
  - c. Two-story dwellings located on corner lots shall include windows on the facade facing the side street. No second-story street-facing wall should run in a continuous plane of more than 20 feet without a window or a projection, offset, or recess of the building wall at least one foot in depth.

Do This



Not This



- d. High quality “stylized” or “theme” architecture that is characteristic of an agricultural or western heritage. Innovative architectural trends are also encouraged or standard plans designed per approved design criteria for a Planned Area or Master Planned Development.
- e. Orientation of homes should consider solar access, as well as climatic and other environmental conditions.

- f. Monotonous look-a-like structures (sameness) are discouraged. Effort should be made to create visually interesting homes by varying building form, volume, massing, heights, roof styles and color and materials.

Do This



Not This



- g. Front Yard Staggered Setbacks. On lots with widths less than or equal to 69 feet, the subdivision plan shall vary the relationship of dwellings to the street by staggering front setbacks a minimum of five feet for 25 percent of block face or by providing curvilinear or angled street. Lots greater than 69 feet in width are exempt from this requirement.

2. Garages and Driveways

- a. On lots 55 feet or larger, garages shall be designed and located to reduce the visual impact of garage doors along street frontages. A mix of garage orientations (i.e. significantly recessed front facing, side-entry, tandem) shall be provided to deemphasize garage dominance.
- b. On lots with forward-facing garage plans, the garage portion of the dwelling shall not extend forward of the livable portion(s) of the dwelling by more than six feet. If a front-facing garage projects out from the porch or livable areas of the dwelling, the applicant shall provide portals, low courtyard walls with pilasters, or other de-emphasizing techniques for approval by the City, that extend forward of the garage face.
- c. A minimum of two (2) coach lights shall be placed at the front face of the garage or other appropriate location for security. Alternatives to this requirement may be approved by the Zoning Administrator, or their designee, if found to meet the intent of this provision.
- d. Dwellings with three-car garages shall be designed so that the third car garage is architecturally separated and offset a minimum of two feet farther from the other garage door. The intent of this standard is to soften the garage dominance and provide for horizontal articulation.
- e. Utilizing “Carriage-style” and other non-conventional sectional garage door style is encouraged to provide additional diversity and to better enhance the architectural themes.



**“Carriage-style” garage door.**



**Non-conventional garage door.**

- f. Side-loaded garages shall provide windows or other architectural details that mimic the features of the living portion of the dwelling on the side of the garage facing the street.



**Example of a home with a side-entry garage that appears livable from street view.**

- g. No more than 60 percent of dwellings on a block face shall have a garage forward of livable or covered porch.

Garage doors (not including side returns) attached to a primary residence and facing the front of the lot shall not exceed 40 percent of the aggregate width of those elevations of the building that face the front of the lot. Incorporate this guideline as a standard on at least two (2) floor plans. This provision does not apply to lots less than or equal to 55 feet wide, however all standard plans shall meet design guidelines for forward-facing garage plans, Section C, subsection 2b.

Do This



Not This



3. Covered Patios and Porches

- a. Covered patios and porches shall be incorporated into residential architecture. Patio and porch columns must be constructed of same materials as the rest of the home, including the roof tile and roof slope or designed in a manner that compliments the existing architecture of the home. Rear outdoor shaded living areas are encouraged. In the event a rear patio cover is not provided, the homebuilder should position the home on the lot in a manner that could allow a minimum eight-foot deep patio cover for a future addition.

Do This



Not This



- b. 30% of the building frontage shall incorporate a usable porch (or courtyard) with a minimum width of eight feet and a minimum depth of four feet. Incorporate this guideline as a standard on at least one (1) elevation per floor plan.



***30% of the building incorporates a usable front porch.***

- c. The design of front porches and building additions must match the scale and architectural detail of the dwelling.
  - d. Courtyard walls shall not exceed three and a half feet in height in the front or street side yard adjacent to the driveways to create useable gathering areas.
  - e. A useable, covered outdoor patio should be provided on the rear side of each home. Covered patio dimensions should be a minimum of 65 square feet, with a minimum depth of 6 feet. Incorporate this guideline as a standard on at least two (2) floor plans.
4. Location
- a. No more than 25 percent of lots backing onto an arterial and collector roads should be built with two-story homes. If proposed, the two-story dwellings should provide additional articulation and staggered setbacks to create visual interest from the roadway.
  - b. Two-story homes backing on State Routes should be avoided.
  - c. The same front elevation cannot be used on adjoining dwellings or dwellings that face each other or across the street;
  - d. No more than three two-story plans should be built in a row. This guideline shall not apply to parcels that have less than or equal to 10% of the lots remaining within the parcel.

5. Windows and Doors

- a. Deep-set, pop-out, or distinct architectural treatment around windows and doors along with other architectural projections and recesses shall be required on all sides of the building.



No architectural treatment around windows.



Architectural treatment around windows provided.

- b. On all lots 55 feet or less in width, the front doors shall be visible from the front or street side lot line.
- c. Windows and doors should be aligned and sized to bring order to the building façade.

- d. Windows and doors should be sufficiently recessed to create façade patterns that add variety and interest to the design of the home.
  - e. Homes with side entrances are strongly discouraged and will be considered on a case by case basis.
  - f. The front elevation shall feature a pedestrian scaled entry.
6. Colors and Materials
- a. As a standard feature, stone, brick, or accent facade material shall be provided on at least one elevation for each floor plan.
  - b. Architectural details related to color, type and application of materials and building form should be coordinated for all elevations of a home to achieve harmony and continuity of design.



***Example of a home with architectural detail as it relates to color, type, and materials.***

- c. A change in building material on a structure should reflect a change in the plane of the structure.
- d. Materials applied to any building elevation should wrap around onto adjoining walls of the structure to a visually appropriate terminating point so as to provide design continuity and a finished appearance.
- e. A variation of colors in roof and façade treatment in residential development is encouraged, provided the color variations maintain harmony and consistency with the overall continuity.
- f. The use of bright or intense primary colors should be moderated, and permitted only in areas where their use would not overwhelm surrounding development or create an uncoordinated or cluttered looking development.

- g. Color should be used to accent entry-ways and special architectural features of a home.

7. Roof Architecture

- a. New residential development shall provide a variety of building and roof forms and ridgelines. Elevations shall be structurally different, with different roof types facing the street.
- b. When appropriate to the style of a home, a variety of simple roof forms, including gable, shed and hip, used alone or in combination, are encouraged for all new development in order to add visual interest and diversity to the City’s “roof horizon” and to avoid the repetitive roof styles.



***Example of homes on a block with variety of roof forms.***

- c. Chimneys, roof flashings, rain gutters, downspouts and other roof protrusions should be painted and finished to match the color of the roof surfaces, unless being used expressly as a trim or accent element.
- d. Solar panels on rooftops are encouraged to be consistent with the roof pitch and to appear as an integral part of overall roof design.
- e. Distinct roofing materials shall be provided for each standard plan and elevation.
- f. Roof mounted HVAC and evaporative cooler equipment shall be prohibited. Such equipment shall be properly screened from public view. Vents and flues should be located to occur on the least prominent side of the ridgeline whenever possible and shall be painted to match the color of the roof.

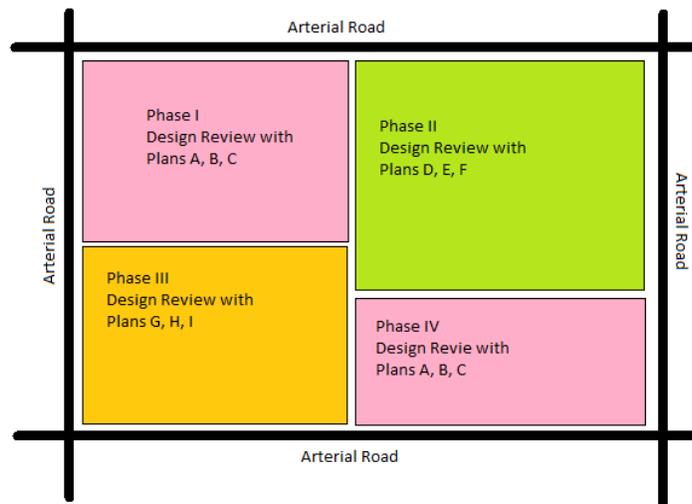
8. Architectural Features

- a. All home model designs shall provide a similar level of architectural detailing on all sides.

- b. The design of front porches and building additions must match the scale and architectural detail of the dwelling.
9. Crime Prevention through Environmental Design (CPTED)
- a. Front building entrances should be accentuated by architectural elements, lighting and/or landscaping. All front doors that open to the outside should be well lit and visible from the street, parking area or neighboring units.
  - b. Buildings should be sited so that the windows and doors of one unit are visible from another. All four facades should have windows.

D. Standard Plan Submittal Requirements

1. Home Builders shall be required to submit the following as part of an Administrative Design Review application for subdivisions of **10 or more lots**. The following criteria establishes the minimum requirements for all standard plans submitted to the City of Maricopa. Fees shall be determined by the adopted fee schedule.
- a. All design review applications shall include a minimum of three (3) standard floor plans. Standard plans shall include two (2) roof materials, three (3) roof colors, two (2) roof styles, three (3) color scheme combinations, and three (3) different elevations per floor plan.
  - b. Subdivisions of more than 200 lots shall be developed in phases.
  - c. Each phase of development within any single subdivision shall require its own design review application. Applications for multiple phases can be combined when submitted concurrently to avoid extra fees with the Zoning Administrator’s approval.
  - d. Contiguous phases shall not include the same standard floor plans. Phases with adequate geographic separation may reuse previously submitted standard floor plans. Adequate geographic separation shall be determined by the Zoning Administrator.
  - e. Example of the Phased Development with a variety of Standard Floor Plans



## Design Review Checklist

Item	Completed Yes or No	Sec. C1 Building Form	Comment(s) from Applicant
1		Two-story houses shall, utilize offset massing (vertical articulation) to achieve distinction between stories and building mass. Design of creative private outdoor spaces is highly encouraged to achieve this objective.	
2		Corner lots may have a mix of single-story and two-story homes provided the second-story portions of the homes do not encompass more than 75 percent of the building footprint, and the second-story portion of the dwelling has a distinctive building mass (vertical articulation).	
3		Two-story dwellings located on corner lots shall include windows on the façade facing the side street. No second-story street-facing wall should run in a continuous plane of more than 20 feet without a window or a projection, offset, or recess of the building wall at least one foot in depth.	
4		High quality “stylized” or “theme” architecture that is characteristic of an agricultural or western heritage. Innovative architectural trends are also encouraged or standard plans designed per approved design criteria for a Planned Area or Master Planned Development.	
5		Orientation of homes should consider solar access, as well as climatic and other environmental conditions.	
6		Monotonous look-a-like structures (sameness) are discouraged. Effort should be made to create visually interesting homes by varying building form, volume, massing, heights, roof styles and color and materials.	
7		Front Yard Staggered Setbacks. On lots with widths less than or equal to 69 feet, the subdivision plan shall vary the relationship of dwellings to the street by staggering front setbacks a minimum of five feet for 25 percent of block face or by providing curvilinear or angled street. Lots greater than 69 feet in width are exempt from this requirement.	
Item	Completed Yes or No	Sec. C2 Garages and Driveways	Comment(s) from Applicant
1		On lots 55 feet or larger, garages shall be designed and located to reduce the visual impact of garage doors along street frontages. A mix of garage orientations (i.e. significantly recessed front facing, side-entry, tandem) shall be provided to deemphasize garage dominance.	
2		On lots with forward-facing garage plans, the garage portion of the dwelling shall not extend forward of the livable portion(s) of the dwelling by more than six feet. If a front-facing garage projects out from the porch or livable areas of the dwelling, the applicant shall provide portals, low courtyard walls with pilasters, or other deemphasizing techniques for approval by the City, that extend forward of the garage face.	
3		A minimum of two (2) coach lights shall be placed at the front face of the garage or other appropriate location for security. Alternatives to this requirement may be approved by the Zoning Administrator, or their designee, if found to meet the intent of this provision.	
4		Dwellings with three-car garages shall be designed so that the third car garage is architecturally separated and offset a minimum of two feet farther from the other garage door. The intent of this standard is to soften the garage dominance and provide for horizontal articulation.	
5		Utilizing “Carriage-style” and other non-conventional sectional garage door style is encouraged to provide additional diversity and to better enhance the architectural themes.	
6		Side-loaded garages shall provide windows or other architectural details that mimic the features of the living portion of the dwelling on the side of the garage facing the street.	

7		No more than 60 percent of dwellings on a block face shall have a garage forward of livable or covered porch.	
8		Garage doors (not including side returns) attached to a primary residence and facing the front of the lot shall not exceed 40 percent of the aggregate width of those elevations of the building that face the front of the lot. Incorporate this guideline as a standard on at least two (2) floor plans. This provision does not apply to lots less than or equal to 55 feet wide, however all standard plans shall meet design guidelines for forward-facing garage plans, Section C, subsection 2b.	
<b>Item</b>	<b>Completed Yes or No</b>	<b>Sec. C3 Covered Patios and Porches</b>	<b>Comment(s) from Applicant</b>
1		Covered patios and porches shall be incorporated into residential architecture. Patio and porch columns must be constructed of same materials as the rest of the home, including the roof tile and roof slope or designed in a manner that compliments the existing architecture of the home. Rear outdoor shaded living areas are encouraged. In the event a rear patio cover is not provided, the homebuilder should position the home on the lot in a manner that could allow a minimum eight-foot deep patio cover for a future addition.	
2		30% of the building frontage shall incorporate a usable porch (or courtyard) with a minimum width of eight feet and a minimum depth of four feet. Incorporate this guideline as a standard on at least one (1) elevation per floor plan.	
3		The design of front porches and building additions must match the scale and architectural detail of the dwelling.	
4		Courtyard walls shall not exceed three and a half feet in height in the front or street side yard adjacent to the driveways to create useable gathering areas.	
5		A useable, covered outdoor patio should be provided on the rear side of each home. Covered patio dimensions should be a minimum of 65 square feet, with a minimum depth of 6 feet. Incorporate this guideline as a standard on at least two (2) floor plans.	
<b>Item</b>	<b>Completed Yes or No</b>	<b>Sec. C4 Location</b>	<b>Comment(s) from Applicant</b>
1		No more than 25 percent of lots backing onto an arterial and collector roads should be built with two-story homes. If proposed, the two-story dwellings should provide additional articulation and staggered setbacks to create visual interest from the roadway.	
2		Two-story homes backing on State Routes should be avoided.	
3		The same front elevation cannot be used on adjoining dwellings or dwellings that face each other or across the street;	
4		No more than three two-story plans should be built in a row. This guideline shall not apply to parcels that have less than or equal to 10% of the lots remaining within the parcel.	
<b>Item</b>	<b>Completed Yes or No</b>	<b>Sec. C5 Garages and Driveways</b>	<b>Comment(s) from Applicant</b>
1		Deep-set, pop-out, or distinct architectural treatment around windows and doors along with other architectural projections and recesses shall be required on all sides of the building.	
2		On all lots 55 feet or less in width, the front doors shall be visible from the front or street side lot line.	
3		Windows and doors should be aligned and sized to bring order to the building façade.	
4		Windows and doors should be sufficiently recessed to create façade patterns that add variety and interest to the design of the home.	
5		Homes with side entrances are strongly discouraged and will be considered on a case by case basis.	
6		The front elevation shall feature a pedestrian scaled entry.	
<b>Item</b>	<b>Completed Yes or No</b>	<b>Sec. C6 Colors and Materials</b>	<b>Comment(s) from Applicant</b>

1		As a standard feature, stone, brick, or accent facade material shall be provided on at least one elevation for each floor plan.	
2		Architectural details related to color, type and application of materials and building form should be coordinated for all elevations of a home to achieve harmony and continuity of design.	
3		A change in building material on a structure should reflect a change in the plane of the structure.	
4		Materials applied to any building elevation should wrap around onto adjoining walls of the structure to a visually appropriate terminating point so as to provide design continuity and a finished appearance.	
5		A variation of colors in roof and façade treatment in residential development is encouraged, provided the color variations maintain harmony and consistency with the overall continuity.	
6		The use of bright or intense primary colors should be moderated, and permitted only in areas where their use would not overwhelm surrounding development or create an uncoordinated or cluttered looking development.	
7		Color should be used to accent entry-ways and special architectural features of a home.	
<b>Item</b>	<b>Completed Yes or No</b>	<b>Sec. C7 Roof Architecture</b>	<b>Comment(s) from Applicant</b>
1		New residential development shall provide a variety of building and roof forms and ridgelines. Elevations shall be structurally different, with different roof types facing the street.	
2		When appropriate to the style of a home, a variety of simple roof forms, including gable, shed and hip, used alone or in combination, are encouraged for all new development in order to add visual interest and diversity to the City's "roof horizon" and to avoid the repetitive roof styles.	
3		Chimneys, roof flashings, rain gutters, downspouts and other roof protrusions should be painted and finished to match the color of the roof surfaces, unless being used expressly as a trim or accent element.	
4		Solar panels on rooftops are encouraged to be consistent with the roof pitch and to appear as an integral part of overall roof design.	
5		Distinct roofing materials shall be provided for each standard plan and elevation.	
6		Roof mounted HVAC and evaporative cooler equipment shall be prohibited. Such equipment shall be properly screened from public view. Vents and flues should be located to occur on the least prominent side of the ridgeline whenever possible and shall be painted to match the color of the roof.	
<b>Item</b>	<b>Completed Yes or No</b>	<b>Sec. C8 Architectural Features</b>	<b>Comment(s) from Applicant</b>
1		All home model designs shall provide a similar level of architectural detailing on all sides.	
2		The design of front porches and building additions must match the scale and architectural detail of the dwelling.	
<b>Item</b>	<b>Completed Yes or No</b>	<b>Sec. C9 Crime Prevention through Environmental Design</b>	<b>Comment(s) from Applicant</b>
1		Front building entrances should be accentuated by architectural elements, lighting and/or landscaping. All front doors that open to the outside should be well lit and visible from the street, parking area or neighboring units.	
2		Buildings should be sited so that the windows and doors of one unit are visible from another. All four facades should have windows.	
<b>Item</b>	<b>Completed Yes or No</b>	<b>Zoning Code Sec. 407.05 (E) – Minimum Garage Dimensions</b>	<b>Comment(s) from Applicant</b>
1		Interior Dimensions: (1.) A single-car garage shall be at least 10 feet wide and 22 feet long. (2.) A double-car garage shall be at least 20 feet wide and 22 feet long.	