

## ARTICLE 17 – ARCHITECTURAL DESIGN REVIEW

### SECTION 1701 PURPOSES AND APPLICATION

- A. The purposes of the architectural design review process is to avoid the ugly, inharmonious and monotonous appearance of structures and signs through the review of the design, materials, textures, colors and such other elements of construction which affect the exterior appearance of structures; to encourage originality in building design and construction in a manner which will enhance the physical appearance and attractiveness of the community; to preserve the investments in properties which exhibit tasteful consideration of the external physical appearance of the site and structures thereon; and to encourage and enhance the desirability of private investment within the surrounding area. The architectural design review process is also intended to foster the architectural theme for the Central Commercial District called for by policies of the General Plan.
- B. Architectural design review provisions of this Article shall apply to any permitted or conditional use, other than single-family use, listed within the C Districts, or to any RMC, C or PDI District to which and MXU – Mixed Use District has been combined within a redevelopment project area. There shall be no exceptions to such application except as may be granted for historic structures designated by the City under the provisions of the Design Review Guidelines referred to in Section 1702 E of this Article.

### SECTION 1702 ARCHITECTURAL DESIGN REVIEW COMMITTEE

- A. The City Council shall appoint an Architectural Design Review Committee (ADRC) which shall review plans and drawings and report to the Planning Commission and City Council as prescribed in this Article. The ADRC shall consist of five (5) voting members and one (1) ex-officio the Building Official.
- B. The ADRC may invite a person to serve in the capacity of technical advisor to the Committee who is qualified to serve in such capacity by reason of training or experience in architecture, art, landscape architecture, city planning, urban design, real estate, land development, engineering or other relevant business or profession, and by reason of sound judgment, to judge the visual characteristics and effects of a proposed development. Voting members of the Committee shall serve for a term of two (2) years, and such term may be extended at the pleasure of the City Council.
- C. The ADRC shall hold at least one (1) meeting each month at a time to be designated by the Committee, except that any such meeting may be cancelled by the Committee Chairperson, upon notification of all members, if an application requiring Committee review is not pending.

- D. Architectural design review is required for the following:
1. Any new use or building.
  2. Any existing use or building for which exterior remodeling is proposed, including exterior surface improvement such as painting, sand blasting, veneer and stucco surfacing.
  3. The establishment or remodeling of any on-premise sign or other advertising structures which are regulated under Article 12 of this code.
- E. Architectural design review shall be conducted to foster and advance the early 20<sup>th</sup> Century small town architectural theme within the C zoning districts, and within adopted redevelopment project areas, in accordance with Design Review Guidelines adopted by resolution of City Council.

#### SECTION 1703      DRAWINGS TO BE SUBMITTED

- A. The following drawings shall be submitted to the Building Official at the time of or prior to the submission to the City of applicable drawings required for site plan review; provided, however, that architectural design review drawings need not be submitted prior to the approval of a variance, use permit or amendment to this ordinance:
1. Architectural drawings or sketches, drawn to scale, showing all elevations of the proposed structures as they will appear upon completion of construction. All exterior surfacing materials and colors shall be specified.
  2. Scale drawings of all signs that are subject to architectural design review, showing size, location, material, colors and illumination (if any).

The ADRC may require additional information of the applicant if necessary to carry out the purposes of this Article. The ADRC may authorize the omission of any drawings required by this Section which are deemed by the Committee as unnecessary.

- B. Prior to the submission of scale drawings for ADRC review, the applicant shall first meet with the Building Official to present and discuss sketches which illustrate the building design concept intended for the affected property. Such meeting is required to clarify the intent and application of the design review guidelines adopted by the City Council.

#### SECTION 1704      REFERRAL AND ACTION

- A. The Building Official shall check all drawings submitted for architectural design review for compliance with applicable provisions of this code, and shall submit the drawings to the ADRC. If the Building Official determines that a design review permit cannot be issued without the granting of a variance, use permit or amendment to this ordinance, the Building Official shall inform the applicant and shall not submit the drawings to the ADRC until such variance, use permit or amendment is first applied for and approved by the City.

- B. The authority of the ADRC with respect to building design and improvement shall extend to reviewing plans and making recommendations which require voluntary compliance by the applicant.
- C. The ADRC shall act to approve, deny or require modification of the drawings submitted for Committee review within forty (40) days of the determination by the Building Official that the application meets the requirements of this Article for submission.
- D. Reports and recommendations of the ADRC shall have the concurrence of at least three (3) voting members of the Committee and shall be reported to the applicant in writing within ten (10) days after the Committee's action.