

TITLE 10
CHAPTER 6

DESIGN REVIEW

SECTION:

- 10-6-1 Purpose
- 10-6-2: Design Review Board
- 10-6-3: General Applicability
- 10-6-4: Drawings to be Approved
- 10-6-5: General Criteria
- 10-6-6: Drawing Submittal
- 10-6-7: Drawings Submitted to Design Review Board
- 10-6-8: Appeal
- 10-6-9: Lapse of Design Review Approval

10-6-1: PURPOSE: The design review process is intended to:

- A. Create an attractive appearance that will enhance the City and promote the general welfare of its citizens.
- B. Provide property owner the means to protect and conserve the architectural tone of their neighborhood.
- C. Recognize areas of existing or potential scenic value.
- D. Protect and preserve buildings and sites that are of significant architectural or historic merit. (Ord. 625, 6- 30-80)

10-6-2: DESIGN REVIEW BOARD: The Planning Commission shall act as the Design Review Board. Planning Commission and Design Review action may take place simultaneously.

10-6-3: GENERAL APPLICABILITY:

- A. The Design Review Board shall, in exercising or performing its duties or functions, determine whether the proposed development (other than single-family and duplex residences if allowed as a permitted use) is appropriate to the character of the neighborhood, according to the general criteria listed in Section 10-6-5. The Design Review Board shall provide this monitoring in the Multiple-Family Residential, Neighborhood Commercial, Commercial, Highway, Waterfront, Marine, and Open Space Districts for all signs, new construction, alterations to the exterior of structures or additions involving twenty five percent (25%) or more of the floor area of a building, prior to the issuance of a building permit. In addition, all conditional use permits granted by the Planning Commission and any expansion of a pre-existing, nonconforming use requires approval by the Design Review Board. Permitted land uses in the Limited Industrial and Pacific View Business Park Districts are exempt from Design Review requirements, but conditional uses in those districts require Design Review.
- B. Conditional uses are subject to design review in accordance with Section 10-6-5 of this Chapter.
- C. When a use changes in the Commercial, Highway, Waterfront, or Marine Districts, the applicant will be required to receive approval of the site and structures in accordance with Section 10-6-5 of this Chapter.
- D. The Design Review Board shall have authority to require changes in the planned appearances of proposed signs, buildings, structures and alterations in accordance with Section 10-6-1 hereof.
- E. The Design Review Board shall review any proposed external alteration, demolition, or change of use for any building shown on the historic resources map of the Comprehensive Plan. The Board

may delay action on such a permit for a period of ninety (90) days to explore with the owner options for rehabilitation and preservation of the structure. (Ord. 680, 1-11-83)

10-6-4: DRAWINGS TO BE APPROVED: No permit for a new use, structure or exterior alteration or enlargement of an existing use or structure that is subject to design review, as prescribed in this Title, shall be issued until the drawings required by this Chapter have been approved by the Design Review Board. (Ord. 625, 6-30-80)

10-6-5: GENERAL CRITERIA: The Planning Commission or Design Review Board may require any of the following conditions it deems necessary to secure the purpose and intent of this Chapter. The Board shall, consider the effect of its action on the availability and cost of needed housing. The Board shall not use the requirements of this Section to exclude needed housing types. However, consideration of these factors shall not prevent the Board from imposing conditions of approval if the costs of such conditions shall not unduly increase the cost of housing. The Board shall have no authority to affect dwelling unit densities. The Board shall consider the following criteria reviewing applications and may set conditions or standards which regulate and limit the following: (Ord. 680, 1-11-83)

- A. Setbacks, yards, height, density and similar design features according to the underlying zoning district.
- B. Lot area, dimensions and percentage of coverage according to the underlying zoning district.
- C. Installation and maintenance of fences, walls, hedges, screens and landscaping according to standards set forth in FCC 10-34 Landscaping, and any requirements of the underlying zoning district.
- D. The location and design of access and egress points for vehicles and pedestrians, including access points along State highways according to standards set forth in FCC 10-35 Access and Circulation, and any requirements of the underlying zoning district.
- E. Noise, vibration, smoke, dust, odor, light intensity and electrical interference's.
- F. Parking and outside display areas, dimensions, surfacing and on-site traffic circulation according to standards set forth in FCC 10-3 Parking and Loading.
- G. Signs according to standards set forth in FCC 10-26 Sign Regulations and Matrix.
- H. Architectural quality and aesthetic appearance, including compatibility with adjacent buildings.
- I. Color, building materials and exterior appearance in accordance with the policies established by the City in the Downtown Implementation Plan, and in applicable zoning districts.
- J. Exterior lighting and security.
- K. Public health, safety and general welfare.
- L. Provision of public facilities and infrastructure according to standards set forth in FCC 10-36 Public Facilities.
- M. Requiring a time period within which the proposed use or portions thereof shall be developed.
- N. Requiring bonds to insure performance of special conditions. (Ord. 625, 6-30-80)
- O. Such other conditions as are necessary to implement policies contained in the Florence Comprehensive Plan. (Ord. 680, 1- 11-83)

10-6-6: DRAWING SUBMITTAL: The owner or authorized agent shall submit the following drawings to the City for review:

- A. A site plan, drawn to scale, showing the proposed layout of structures and other improvements including, where appropriate, driveways, pedestrian walks, off-street parking and off-street loading areas, landscaped areas, locations of entrances and exists, the direction of traffic flow into and out of off-street parking space and loading berth, and areas for turning and maneuvering vehicles. The site plan shall indicate how utility services and drainage are to be provided.
- B. A landscape plan, drawn to scale, in conformance with FCC 10-34-3-2.
- C. Architectural drawings or sketches, drawn to scale, including floor plans in sufficient detail to permit computation of yard requirements and showing all elevations of the proposed structures as they will appear upon completion. All exterior surfacing materials and colors shall be specified.
- D. Scale drawings of all signs that are subject to design review showing size, location, materials, colors and illumination, if any.
- E. Additional information may be required by the City if necessary to determine whether the purposes of this Chapter are being carried out or may authorize omission of any or all the drawings required by this Chapter if they are not necessary. The City shall specify the number of copies of each drawing to be submitted.
- F. It is expressly understood that single-family residential homeowners are exempted from the above plans, scale drawings and architectural drawings enumerated above except as required for the issuance of a building permit or under State law. (Ord. 625, 6-30-80)

10-6-7: DRAWINGS SUBMITTED TO DESIGN REVIEW BOARD: The City shall record and check all drawings submitted. If it is found that the plans meet all the other requirements of this Chapter, the drawings shall be submitted to the appropriate City staff departments for comments prior to submittal to the Design Review Board. If the City determines that a permit could not be issued without the granting of a conditional use permit, the granting of a variance, or the enactment of an amendment to this Chapter, the applicant shall be informed and the drawings shall not be submitted to the Board. (Ord. 625, 6-30-80; amd. Ord. 625-A, 10- 28-80)

10-6-8: APPEALS: See Code Section 10-1-1-7.

10-6-9: LAPSE OF DESIGN REVIEW APPROVAL: Authorization of a design review permit shall be void one (1) year after the date of approval of a design review application, unless a building permit has been issued and substantial construction pursuant thereto has taken place. Substantial construction shall be considered to be completion of a building foundation. The applicant may apply to the Planning Commission for a one-time extension of one (1) year maximum duration based on compliance with the following criteria:

- A. The request for an extension is made in writing prior to expiration of the original approval.
- B. There are special or unusual circumstances that exist which warrant an extension.
- C. No material changes of surrounding land uses or zoning has occurred.

The Planning Commission may deny the request for an extension of a design review permit if new land use regulations have been adopted that affect the applicant's proposal. (Ord 26, 2008)

Amended by Ordinance No. 15, Series 1988
 Section 10-6-9, Amended by Ordinance No. 26, Series 2008
 Section 10-6-5 and 10-6-6 Amended by Ord. No. 9, Series 2009
 Section 10-6-3 amended by Ordinance No. 4, Series 2010 (effective 4/5/10)