

Design Review Questionnaire

This checklist is intended as a tool, for both applicants and the Design Review Board, in determining how proposed development complies with design criteria listed in the Municipal Code Section 25.05 (Design Review) and the City of Laguna Beach Design Review Informational Materials booklet. Prior to any public hearing for Design Review for new projects and additions exceeding 50%, the applicant shall describe how the proposed development complies with the design criteria listed below. If a particular criterion does not apply to your project, please indicate that. Please keep your responses brief and concise. **Do not attach additional sheets or exhibits to this form.**

SUBJECT PROPERTY ADDRESS: _____

- 1. Design Articulation.** Within the allowable building envelope, the appearance of building and retaining wall mass should be *minimized*. **Explain how the project's design minimizes the apparent mass of the structure(s).**

- 2. Design Integrity.** *Consistency* with the applicant's chosen style of architecture should be achieved by the use of appropriate materials and details. **Explain how the architectural materials and details complement the chosen style of the structure(s).**

- 3. Environmental Context.** Development should *preserve* and, where possible, *enhance* the city's scenic natural setting, such as environmentally sensitive habitat, heritage trees, rock out-croppings, ridgelines and significant watercourses. **Explain how the project's design preserves or enhances its environmental context.**

4. **Historic Preservation.** Destruction or alteration to properties with historic significance, as identified in the city's historic resources inventory or historic register should be avoided, whenever possible. Special preservation consideration should also be given to any structures over forty-five years old. **Explain how the additions/alterations are compatible with the historic character of the structure and how they will not reduce**

5. **Landscaping.** Landscaping should be incorporated as an *integrated* part of the structure's design and relate *harmoniously* to neighborhood and community landscaping themes. View equity is an important consideration in the landscape design. **Explain how the proposed landscaping will integrate this project into the surrounding community and mitigate the impact of new development.**

6. **Lighting and Glare.** Adequate lighting for individual and public safety should be provided in a manner that does not significantly impact neighboring properties. Use of reflective materials and appurtenances that cause glare or a negative visual impact should be avoided. **Explain how the choice of lighting and materials avoid negative visual impacts to surrounding properties and the public right-of-way.**

7. **Pedestrian Orientation.** Commercial development design shall *enhance and encourage* pedestrian uses. **Describe the characteristics of the design that promote pedestrian use.**

8. **Neighborhood Compatibility.** New development should be *compatible* with the existing development in the neighborhood and respect and complement neighborhood character. **Explain how the apparent mass of this project complements the pattern of development in the immediate vicinity. If the project is located within a specific plan area, explain how the project conforms to the plan's design guidelines.**

9. **Privacy.** The placement of activity areas (e.g. decks, picture windows, etc.) in locations that would result in a substantial invasion of privacy of neighboring properties should be *minimized*. **Explain any steps taken to protect privacy enjoyed by neighboring properties.**

10. **View Equity.** The development, including its landscaping, should be designed to protect existing views from neighboring properties without denying the subject property the reasonable opportunity to develop as described and illustrated in the city's "Design Guidelines". **Explain any steps taken to protect access to views enjoyed by neighboring properties or from public rights-of-way.**

11. **Materials and Colors.** The development should use native and natural materials that blend into and relate to elements in the neighborhood. **Explain how the proposed materials, colors and textures will relate to and blend in with other elements in the neighborhood.**

12. Retaining Walls. As recommended by the City's Design Guidelines for Hillside Development, retaining walls and large expanses of a single material on walls should be avoided. **Explain how the design of retaining walls, grading cut and/or fill terraces, as viewed from below, will reduce or break-up the appearance of mass.**

13. Mechanical Equipment. All equipment should be screened from view. **Describe how proposed mechanical equipment, (including any future potential placement of equipment) including air, heating, venting, ducting, pool, and spa equipment will have minimal effects on neighbors properties and public views.**

Early Neighborhood Communication Certification:

The City requires each applicant to take reasonable steps to contact neighbors within 300 feet of the proposed project prior to scheduling the Design Review hearing. Such early, informal communication with neighbors, preferably prior to deciding on a final design, often resolves potential conflicts so that the formal Design Review process can be expedited.

I am the record owner of the property at _____
and hereby certify that I have taken reasonable steps to contact all property owners within 300 feet of the
subject property and held a meeting/open house on (date) _____.

Signature of Owner _____ Date _____