

# *Draft for Discussion Purposes*

## **Site and Building Design Review for Commercial Zones**

*Revised with Planning Commission and Staff worksession comments 3-4-08*

**Section xxx** *(code section numbers will be assigned post-commission review)*

**xxx.xx**

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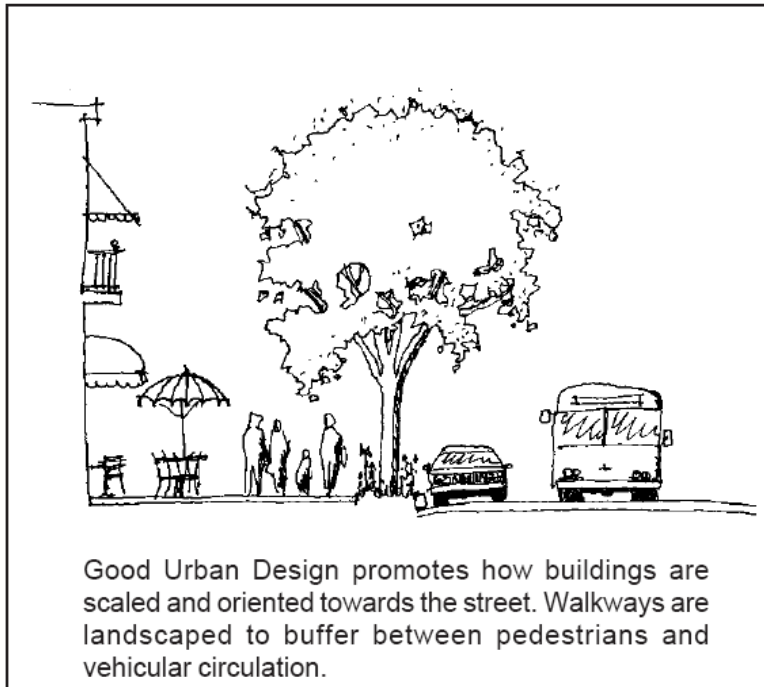
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## Purpose Statement

The purpose of Site and Building Design Review is to:

- *Provide guidance, regulation, and development standards for residential and commercial development within the commercial zones of Prineville and other commercial service areas that may be located in other zones;*
- *Implement development patterns that promote quality design, support economic development, and promote the plan of the City Council and its Comprehensive Plan policies in an efficient and effective manner;*
- *Provide development standards that do not exceed the carrying capacity of the land, public facilities, and required drainage systems;*
- *Encourage originality and creativity in site layout, architecture and landscape design;*
- *Encourage development that complements the surrounding natural and built environment and improves the general appearance of the community;*
- *Encourage the conservation of energy resources through modern building construction and site design; and,*
- *Encourage efficient use of land resources, full utilization of urban services, mixed uses, transportation options, and detailed, human-scaled design while protecting public health, safety, and general welfare of the community.*
- *Promote landscape design that enhances the community, provides visual relief to the built environment, and contributes to the principles of Tree City U.S.A.*



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## **Applicability and Procedure**

### ***A. Applicability***

In all commercial zones and other properties intended for commercial uses, the following development activities shall be subject to the provisions of this section:

1. Any new construction
2. Modification to the exterior of an existing building
3. Creation or expansion of outdoor storage or sales area
4. Paving or expansion of paved parking area
5. Alteration of any site improvements, including landscaping

The provisions of this section shall not apply to development in residential or industrial zones which are subject to Section 153.098 Site Plan and Design Review Provisions unless part of a designated commercial node.

### ***B. Exceptions***

Existing, lawfully developed, sites that do not conform to the current site development standards are only required to meet these standards on the portions of the site development affected by the proposed alteration/expansion. Exceptions to any requirement within this section will require approval of the Design Review Committee or Planning Commission. Exceptions for such things as alternate exterior materials, parking location, amenities, and landscaping may be granted by the Design Review Committee or Planning Commission based upon findings that the exception is consistent with the purpose statements of this section and the Comprehensive Plan.

Design Review approval is not required for the following activities unless they require issuance of a building permit.

1. Maintenance of the exterior of an existing structure such as re-painting, re-roofing or re-siding where the materials and colors proposed are the same as the existing materials or materials that comply with the provisions of this ordinance and are approved by the Design Review Committee prior to installation/application.
2. Interior remodeling or new tenant improvements that do not change existing windows or the shape and materials of existing signage.
3. Repaving of an existing paved parking lot and parking lot expansions not exceeding 25% of the gross square footage of the original lot and where the total amount of parking does not exceed the required parking by 50%. In any case, all existing landscaping shall be retained unless an alternative plan is approved.
4. Buildings that are listed in the Inventory of Historic Sites within the Prineville Comprehensive Plan, or buildings designated on the Historic National Landmarks Register.

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**Figure xx.x** *This photo shows how the new infill structure on the right does not respect the existing historic architecture of the building on the left. Note how the infill structure is single story and has little or no wall articulation.*

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## **Design Review Committee**

The Design Review Committee shall review all projects subject to this section which are allowed in commercial zones as either outright uses or Type I conditional uses. The Planning Commission shall conduct the design review for all projects that are classified as Type II conditional uses and any outright use or Type I conditional use which is referred to the Planning Commission by the Planning Director due to a potential significant impact on the community.

### ***A. Composition***

1. The Design Review Committee shall be composed of the following members:
  - a. One City Planning Commissioner appointed by the City Planning Commission and one backup City Planning Commissioner who will only attend when the primary appointee is unavailable.
  - b. One Crook County Planning Commissioner appointed by the City Planning Commission. If the position is unfilled due to lack of an interested or qualified candidate from the County Planning Commission, the City Planning Commission shall appoint a City of Prineville resident in place of a County Planning Commissioner.
  - c. One member of the Prineville Chamber of Commerce appointed by the City Planning Commission. If the position is unfilled due to lack of an interested or qualified candidate from the Chamber of Commerce membership, the City Planning Commission shall appoint a City of Prineville resident in place of a member of the Chamber of Commerce.
  - d. One resident of the City of Prineville appointed by the City Planning Commission.

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- e. One Planning staff member as determined by the Planning Director.
2. Appointees listed above in items a. through d. shall serve two-year terms; however, the initial term of the Planning Commissioner (a.) and member of the Chamber of Commerce (c.) shall serve an initial three-year term to allow for staggered terms.
3. Any appointee of the City Planning Commission may be replaced or removed from the Design Review Committee by a majority vote by the City Planning Commission.

## ***B. Meetings and Procedures***

1. The Design Review Committee shall meet weekly unless notified by staff that there are no applications for review in a given week.
2. The Design Review Committee shall appoint a Chair and Vice-Chair. The Chair, or Vice-Chair in absence of the Chair, shall be responsible for facilitating all meetings and shall sign formal decisions by the Design Review Committee.
3. A quorum, three of the five committee members, shall be present for any decision. All decisions shall be reached by consensus. If the committee is not able to reach consensus, then the Chair may determine that the recommendation shall be decided by a vote. If a vote is required, a motion may be approved by a majority of committee members present. If the Design Review Committee fails to pass a motion, at the discretion of the Chair, the proposal may either be carried on to the next meeting for further discussion or forwarded to the Planning Commission for a decision.
4. City staff shall be responsible for coordinating all Design Review Committee meetings, distributing necessary information to the members of the committee, drafting written comments for review by the applicant, and drafting all final decisions and formal recommendations to the Planning Commission.

## ***C. Responsibilities***

The Design Review Committee shall have the following responsibilities:

1. Review proposed projects as part of the mandatory pre-application process.
2. Provide written and/or verbal feedback to the applicant on items that should be added, deleted or amended on the site plan, building elevations or other materials submitted with the pre-application in order to comply with the requirements of this section.
3. Determine if the information and materials submitted by the applicant are sufficient for a full review of the proposed project and, if not, require additional information.

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4. Make formal decisions and provide a formal recommendation to the Planning Commission regarding the compliance of a proposal with this section.

## ***C. Authority and Limitations***

The Design Review Committee shall have the following authority and limitations:

1. No application shall be deemed complete prior to review and approval by the Design Review Committee unless the application will be reviewed by the Planning Commission through a public hearing, in which case the Planning Commission shall serve as the Design Review Committee.
2. No application shall be deemed complete if the applicant fails to provide additional information as required by the Design Review Committee.
3. In the case of a project that is reviewed administratively, the recommendation of the Design Review Committee shall be considered binding as part of the land use decision.
4. In the case of a project that is reviewed through a public hearing before the Planning Commission, the Planning Commission shall serve as the Design Review Committee. In such cases where the Design Review Committee has already reviewed the project prior to a public hearing being scheduled, such as in the case of an appeal of an administrative decision, the initial decision of the Design Review Committee shall be binding unless overturned by the Planning Commission.
5. Any member of the Planning Commission who participates on the Design Review Committee in reviewing a project that goes to a public hearing shall declare an ex parte contact at the start of the public hearing and shall either a) exclude himself/herself from the discussion on the provisions of this section or b) exclude himself/herself from the entire hearing.

## ***D. Appeal of a Design Review Committee Recommendation.***

All recommendations of the Design Review Committee which are incorporated into a land use decision shall be considered part of that decision and subject to the land use decision appeal procedures described in section 153.258.

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## General Submission Requirements

### A. Two Step Application Process

1. **Step One** – Attend the mandatory design review meeting. City staff will advise applicants of the time and place for the meeting. The applicant shall submit the following information at least one week prior to the design review meeting being scheduled:
  - a. Preliminary site plan, drawn to scale, showing location of all existing and proposed buildings, landscaping, parking areas, sidewalks and other site features and amenities.
  - b. Identification of all proposed uses for the site, including square footage for each separate use if multiple-uses are proposed.
  - c. Proposed building elevations for all sides of proposed buildings.
  - d. Sample building materials and paint chips.
  - e. Other information as required by the Design Review Committee.

*It is highly recommended that applicants also schedule an optional pre-application meeting to discuss potential issues related to public and private utilities, site drainage, public improvements, and other requirements that may affect a proposed development.*

2. **Step Two** – Prepare and submit an application in conformance with the provisions of this section, the City of Prineville Procedures Ordinance, and, any other applicable section of the City Code of Ordinances.

### B. Application Submittal Requirements

The application shall include, at a minimum, the following information:

#### 1. “Existing” Site Analysis Information

At a minimum, existing features on a development site shall be identified as described below:

- a. A map of the applicant’s entire property and those parcels/uses within 300 feet surrounding the applicant’s property. The map shall be to scale and show the relationship between the proposed development site, adjacent property, and other developments. The property boundaries, dimensions, and gross area shall be identified.
- b. A vicinity map showing where the property is in relation to the city limits and/or urban growth boundary;

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- c. Topographic contour lines shown at 6-inch intervals for slopes 5% or less. For slopes greater than 5%, contour lines shall be shown at 1-foot intervals. Applicant shall identify slopes greater than 25%;
- d. The location and width of all public and private streets, drives, sidewalks, pathways, rights of way, and easements on the site and adjoining the site;
- e. Potential natural hazard areas, including any areas identified as subject to a 100-year flood, areas subject to high water table, and areas mapped by the City, County, or State as having a potential for geologic hazards;
- f. Resource areas, such as, but not limited to, marsh, riparian, and/or wetland areas, streams, rimrock, and wildlife habitat identified by the City or any natural resource regulatory agency as requiring protection;
- g. Site features, such as existing structures, pavement, large rock outcroppings, areas having unique views, existing and proposed drainage ways, canals and ditches, etc.;
- h. The location, size, and species of trees and other vegetation having a caliper (diameter) of six (6) inches or greater at four feet above natural ground grade;
- i. Locally or federally designated historic and cultural resources on the site and the adjacent parcels.
- j. North arrow, scale, names, and addresses of all persons listed as owners of the subject property on the most recently recorded deed, including partners or officers in the case of ownership listed under an LLC or other partnership; and,
- k. Name, address and telephone number of project designer, engineer, surveyor, and/or planner, if applicable.

**Note:** *All data described above may be consolidated on one map sheet.*

## **2. “Proposed” Site Development Plan Information**

### **General Information Required**

The site development plan for the new or proposed use shall contain the following information necessary to provide proper evaluation of the proposed development (as applicable):

- a. The proposed development site, including boundaries, dimensions, and gross area;
- b. Existing site features, including trees, identified on the site analysis map, if any, which are proposed to be retained or modified by the proposed development;
- c. The location and dimensions of all existing and proposed structures, utilities, mail boxes, pavement, loading and service areas for waste disposal, drainage facility, loading and delivery; outdoor recreation spaces, common areas, plazas, outdoor seating, street furniture, and similar improvements; and any other improvements



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on the site. Setback dimensions for all existing and proposed buildings shall be provided on the site plan;

- d. The location and dimensions of all site circulation for vehicles, buses, pedestrians and bicycles including entrances and exits to the site, loading and service areas;
- e. The location and dimensions of all vehicle-parking areas (show striping for parking stalls and wheel stops, if applicable), handicap parking spaces and ramps, and bicycle facilities; and,
- f. Other information determined by the City. The City may require studies, reports, or exhibits prepared by qualified professionals to address specific or unique site features (e.g., traffic, noise, environmental features, natural hazards, etc.), in conformance with this code.

### ***3. Title Report and Deed Restrictions***

The applicant shall submit a current (prepared within 30 days of application submittal) copy of a complete Title Report for the subject property.

### ***4. Architectural Drawings***

The Applicant shall provide “to scale” architectural drawings and other information as applicable:

- a. Building elevations with building height and width dimensions;
- b. Complete floor plans and entrances;
- c. Description and samples of building materials, colors and type, including paint chips;
- d. Lighting, including type and height; and, cut sheets and specifications;
- e. Signage, including colors proposed and lighting type including ”to scale” illustrations in conformance with the City’s Sign Code;
- f. Required accommodations for Disabled Persons and Compliance with the Federal Americans with Disabilities Act; and,
- g. The name, address, and phone number of the architect, builder, and/or designer.

### ***5. Preliminary Grading Plan***

A preliminary grading plan prepared by a registered engineer shall be required to be in conformance with the City’s Grading Ordinance and/or the City Standards and Specifications. The preliminary grading plan shall show the location and extent to which grading will take place, indicating general changes to contour lines, slope ratios, slope stabilization proposals, and location and height of retaining walls, if proposed. Surface water detention and treatment plans may also be required, in accordance with City/State regulations.

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## **6. Landscape Plan**

The applicant shall submit a landscape plan consistent with the regulations of the underlying zone and the landscape standards in section 153.087, including accommodation for storm water detention facilities. The following details shall be included on the plan, as applicable:

- a. The location, size, and species of the existing and proposed plant materials at time of planting (An arborist's report may be required for sites with mature trees that require special protection.);
- b. Existing and proposed building and pavement outlines;
- c. Irrigation system if plantings are not drought-tolerant (may be automatic or other approved method of irrigation) and proposed planting schedule;
- d. The location, size, and species of the existing and proposed plant materials. Street tree species shall comply with the City's list of approved trees. Street trees shall be located and tree wells, irrigation and tree grates constructed in compliance with the City Standards and Specifications;
- e. The location of existing and proposed terraces, drainage swales, retaining walls, decks, patios, shelters, and play areas; and,
- f. Other information as deemed appropriate by the City.

## **7. Narrative**

The applicant shall submit a letter or narrative report documenting compliance with the submittal requirements and the applicable approval criteria.

## **8. Additional Information**

The City may require, at the applicant's expense, studies, reports, or exhibits prepared by qualified professionals to address specific site features.

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## **xxx.xx Site and Building Design Review Approval Criteria**

Improving the function and appearance of the community's commercial areas is an important goal of the Prineville Comprehensive Plan. Programs, policies, and implementations strategies outlined in the Plan focus on the ways and means to improve the built environment in the key commercial areas, such as the downtown core, areas along the highways and existing and planned neighborhood commercial nodes throughout the City.

The City shall approve, approve with conditions, or disapprove the proposed site and building design plan. In approving the plan, the City shall find that all provisions of the ordinance are met.

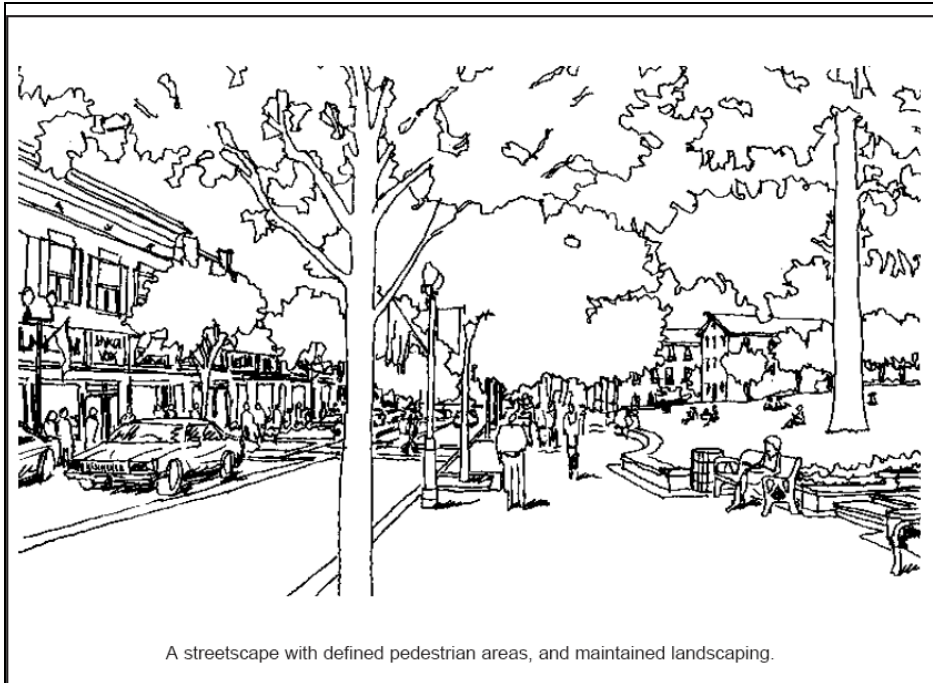
### ***A. Site Plan Review Criteria***

The following site design criteria shall be considered and evaluated:

- a. The proposed land use is a permitted use or conditional use as defined by the underlying land use zone or district;
- b. The land use, building/yard setback, landscaping, lot area, lot dimension, density, lot coverage, building height and other applicable standards of the underlying land use district or zone shall be met – in the case of a multi-building or multi-lot development, the Design Review Committee or Planning Commission may apply these criteria to the development as a whole, to each individual lot, or a combination of approaches that ensures the intent of the criteria is met;
- c. All parking, site drainage, and other supplementary requirements included in Chapter 153 are met.
- d. All applicable building and fire code standards are met;
- e. All required public facilities have adequate capacity as determined by the City, to serve the proposed use;
- f. No parking shall be allowed between a street and the front of a building. All parking shall be dispersed around the sides and/or rear of buildings. In the case of multi-building shopping centers, parking shall be located internal to the complex and may not be located between the street and the outlying buildings closest to the street.
- g. All proposed landscaping complies with City requirements for species, size at time of planting and maintenance.
- h. Special amenities, such as water features, art work, sculptures, clock towers, drinking fountains, pedestrian plazas and other amenities may be calculated as part of the landscaping requirement of the underlying zone when located outside of a building.

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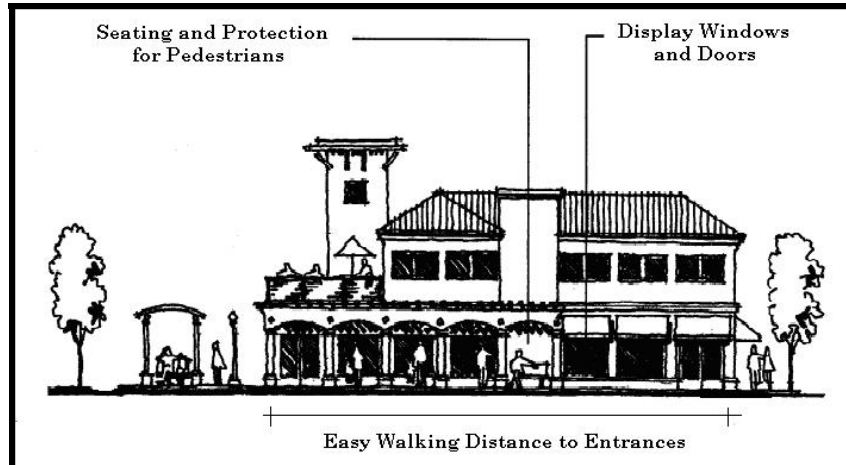
- i. When buildings are located at the front property line abutting the sidewalk, landscaping in the front yard area may be limited to wide sidewalks that incorporate street trees and tree wells.
- j. Pedestrian amenities may be provided within a public right-of-way when approved by the City (for City streets), Crook County (for County roads) or the Oregon Department of Transportation (ODOT) (for State highways).
- k. Any development within the Downtown Enhancement Area (between Deer St. and Fairview St., within ½ block of Third St.) shall comply with the City of Prineville Downtown Enhancement Plan.



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## B. Building Design Review Criteria

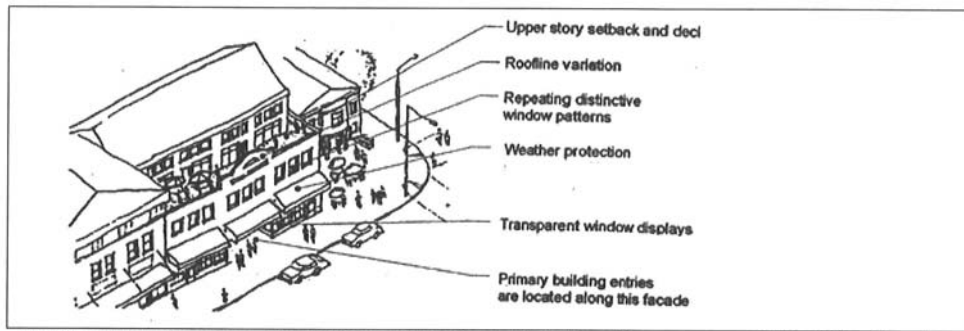
1. Exterior building design shall include variation with regard to projections, glazing, setbacks, landscaping, pedestrian amenities and entrances.



**Figure xx.x** Note: The above illustration shows how key elements of design such as pedestrian amenities, glazing, entrances, and arcades can enhance the downtown commercial core. The example shown above illustrates examples of building design elements, and should not be interpreted as a required design style.

2. Any new building in the C-1 zone shall include at least two stories unless an exception is granted by the Planning Commission for a single-story building based on unique aspects of the subject site or surrounding development that makes it unfeasible or undesirable to construct a multi-story building. Any proposal for a single-story building in the C-1 zone shall be processed as a Type II Conditional Use. Additions to existing single story buildings are exempt from this requirement. Single-story buildings that are destroyed by fire or natural hazard are also exempt from this requirement as long as a building permit is issued within one year of the building being destroyed.
3. Buildings shall incorporate architectural features which include, but are not limited to, the following: recesses, projections, wall insets, arcades, window display areas, awnings, balconies, window projections, landscape structures or other features that complement the design style of the structure and are acceptable to the City.

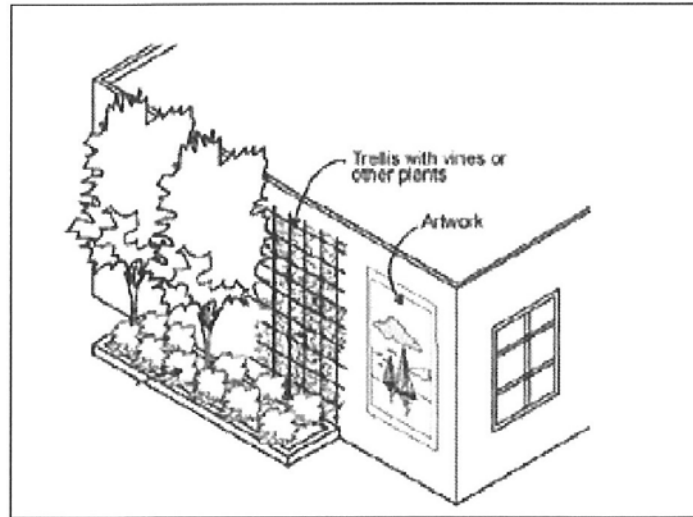
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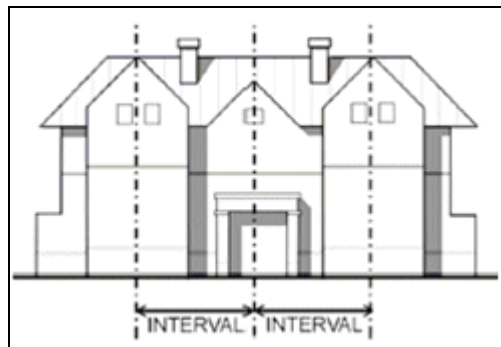
Figures xx.x Examples of building articulation. Note how the commercial building facades are broken with various building projections and features that increase variety.

4. The predominant building materials shall be characteristic of Prineville's history and include brick, wood, native stone, stone veneers, fabric or metal awnings, balconies, and tinted/textured concrete masonry units and/or glass products. Other materials such as smooth-faced concrete block, undecorated tilt-up concrete panels, or pre-fabricated steel panels may only be used as accents and not dominate the building exterior of the structure unless the mass of the building is broken up into various facades with varied articulation. Metal roofs may be allowed if compatible with the overall architectural design of the building or hidden by parapets.
5. The proposed paint colors shall be in conformance with the range of colors approved by the City and shall be compatible with other colors used on the subject site as well as surrounding properties. Colors shall be of low reflectance, subtle, neutral or earth tone colors. Dark colors shall be reserved for accent and trim not in excess of 5% of any building façade. Pastel, florescent, neon, metallic and excessively bright or other high intensity colors shall be prohibited on any building subject to this section. Whether colors are allowed as the base color for a building, as trim only, or prohibited, shall be determined by the Design Review Committee or Planning Commission.
6. Exterior walls that can be directly accessed from public sidewalks or are oriented toward a public street shall be designed with windows/glazing totaling a minimum of 35% of the wall area, unless restricted by the current building or energy code.
7. Other walls visible to the public shall incorporate a combination of architecture, glazing, pedestrian features, and/or landscaping (including drainage swales) for at least 50% of the wall length (see example below).

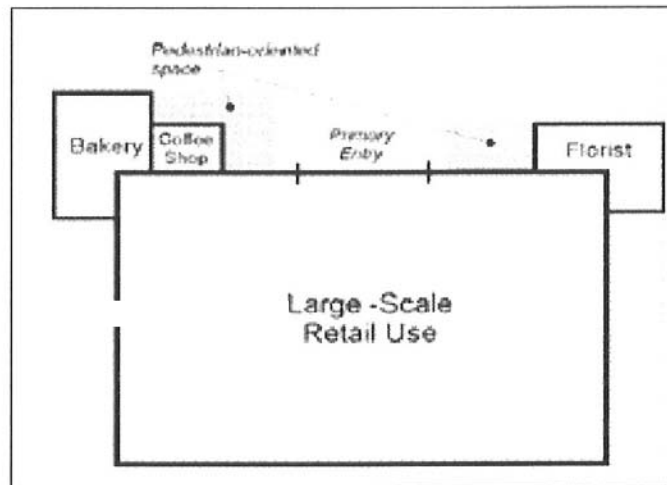
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8. Any glazing or windows facing street frontages must allow visual access into interior spaces and not be blocked by more than 25% by attaching temporary devices to the glazing/window such as fabric, soaping, paper, wood panels, paint, and the like. Interior window blinds and shutters for glazing areas facing street frontages are permitted subject to the color regulations of Exhibit "B."
9. Buildings shall incorporate clearly defined, highly visible customer entrances using features such as canopies, porticos, arches, wing walls, integral planters, and patio/seating areas.
10. Buildings with exterior walls and/or rooflines greater than 35 feet in horizontal length in the C-2 zone, and greater than 25 feet in horizontal length in all other zones, shall be constructed utilizing a combination of architectural features and variety of building materials to break up the horizontal span.



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**Figure xx.x** The illustration above shows how the mass of large buildings can be visually reduced with building projections containing a variety of uses, as in the situation where a retail anchor store flanks other retail uses.

11. In the C-2 and C-5 zones architectural methods shall be used to conceal flat rooftops; however, a maximum of 30% of the building elevations visible from the adjacent right-of-way may include flat roof components. In the C-4 zone architectural methods shall be used to entirely conceal flat rooftops from public view.
12. Roofs shall be designed to reduce the apparent exterior mass of a building, add visual interest, and be appropriate to the architectural style of the building.
13. All mechanical units, including those located on the roof of a structure, trash enclosures and outdoor storage areas shall be completely screened from public view. Screening materials shall be consistent with the primary architectural style of the building.

## ***C. Special Amenities Required***

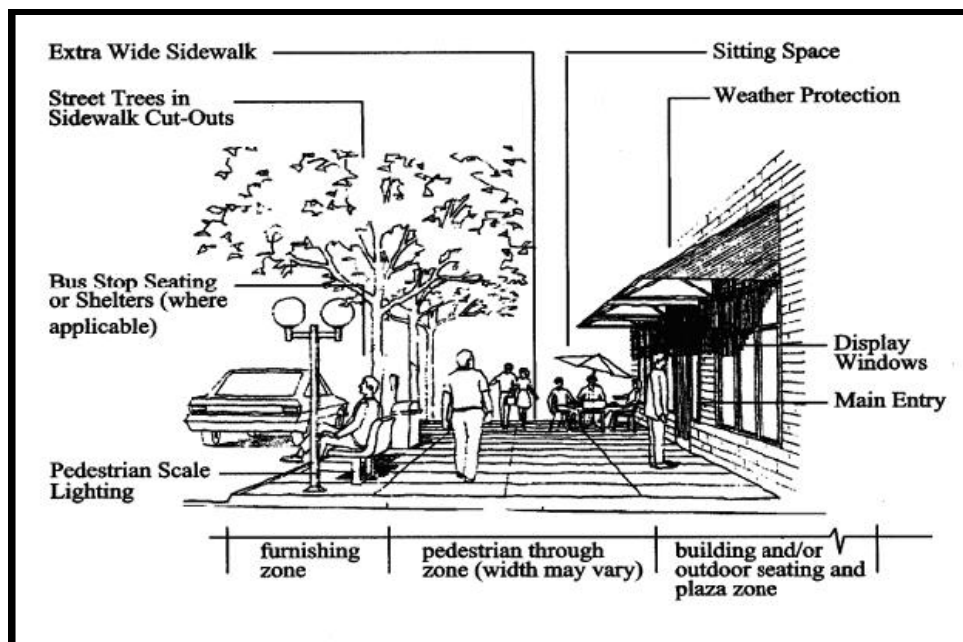
1. Buildings greater than 5,000 square feet shall provide at least one of the pedestrian amenities listed below.
2. Buildings greater than 10,000 square feet shall provide at least two of the pedestrian amenities listed below.
3. Buildings greater than 20,000 square feet shall provide at least three of the pedestrian amenities listed below.
4. The following pedestrian amenities may satisfy the requirements stated above. Additional amenities may be proposed by the applicant which may also satisfy



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these requirements if approved by the Design Review Committee or Planning Commission.

- a. A plaza, courtyard, square, or extra-wide sidewalk with an unobstructed minimum width of 8 feet, next to the building entrance;
- b. Sitting space (*i.e.*, dining area, benches or ledges) between the building entrance and sidewalk) with a minimum height meeting ADA standards;
- c. Self-supporting (no poles or supports in the sidewalk) building canopy or awning or pergola, or similar weather protection with minimum projection of 5 feet over a sidewalk or other pedestrian space;
- d. Public art that incorporates seating (*e.g.*, fountain, sculpture, etc.) or wall decoration such as an illustrative mural that is not designed for use as signage; and/or,
- e. Covered parking areas.



**Figure xx.x** Note: the example shown above is meant to illustrate examples of pedestrian amenities. Other types of amenities and designs may be used when approved by City.

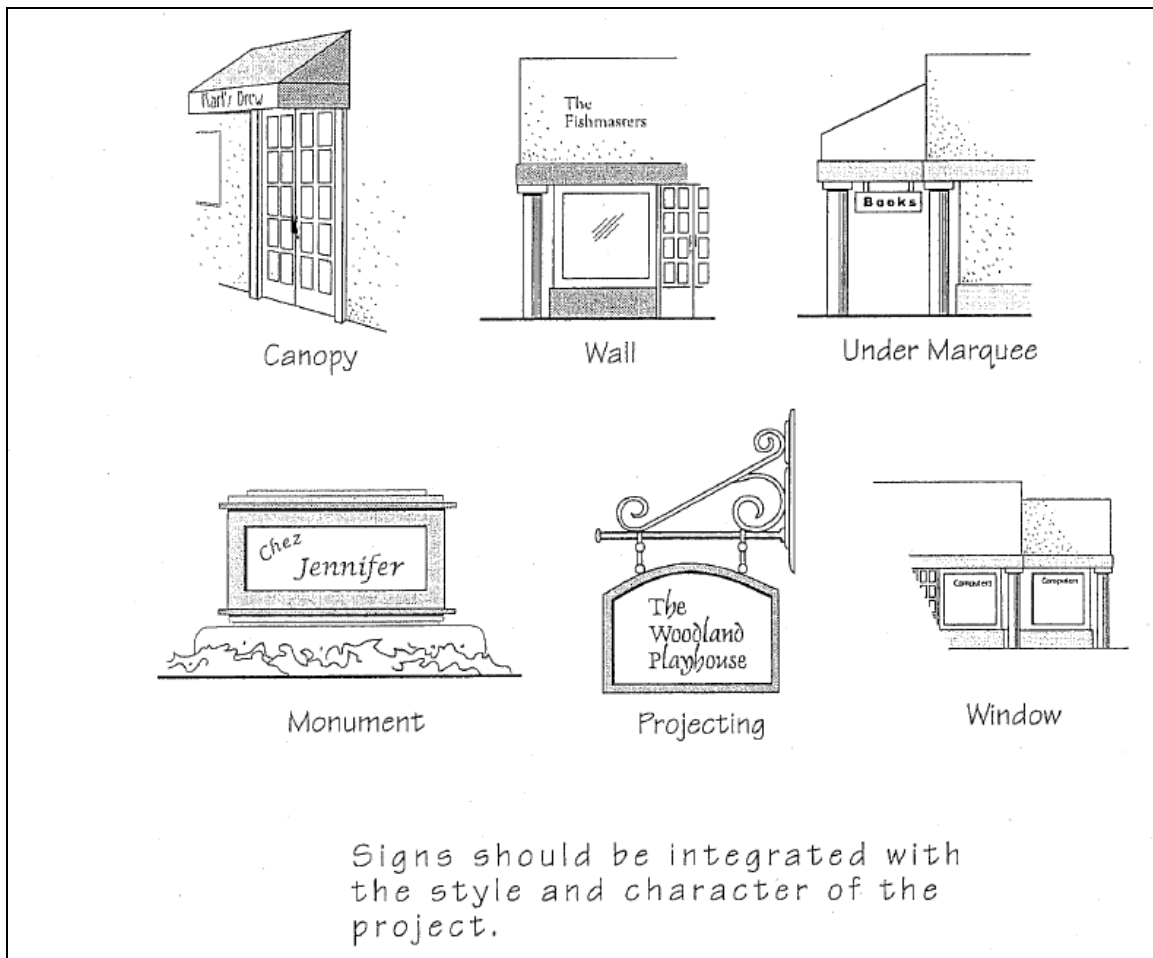
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## xxx.xx Signage

Monument or ground mounted signs and wall signs, including projecting signs are permitted subject to the requirements of this section and City sign code regulations (Chapter 152), with the following restrictions:

1. Pole signs are prohibited from any commercial zone. Existing pole signs may be utilized but may not be moved or replaced nor may the existing sign area be increased.
2. Temporary signs are not allowed unless part of an approved, moveable type reader board sign.
3. Flashing lights or flashing signage is not permitted unless when using neutral tones of Liquid Crystal Devices (LCD's) to express time, date and weather temperature. Such devices shall not exceed 20% of the allowable sign area, and in no circumstance shall they interfere with traffic control devices as determined by the City Engineer and/or Police Chief.

The following figure illustrates several types of signs allowed in Prineville's commercial areas.



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## Phased Development

Phasing of development plans may be requested at the time of application for Site and Building Design Review, subject to the following standards and procedures:

1. Any phased development shall be reviewed by the Planning Commission.
2. A proposed phasing plan shall be submitted with the Site and Building Design Review application. The Planning Commission may approve a time schedule for developing a site in phases, but in no case shall the total time for all phases be greater than five years without obtaining Planning Commission approval. The first phase of the project shall begin no later than 12 months from the date of City approval for Site and Building Design Review.
3. Approval of a phased site development proposal requires satisfaction of all of the following criteria:
  - a. The public facilities required to serve each phase are constructed in conjunction with or before each phase, or bonded at the discretion of the City Engineer;
  - b. The phased development shall not result in requiring the City or other property owners to construct public facilities that are necessary to support the development proposal; and,
  - c. An application for phasing may be approved *after* Site and Building Design Review approval as a modification to the approved plan, in accordance with the City Procedures Ordinance.
  - d. Requests for phasing periods longer than 5 years shall include supportable analysis showing why such an extension is warranted.

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## Development in Accordance with Permit Approval

Development, including any site grading or landscape removal activities, shall not commence until:

1. The applicant has received all of the appropriate land use and development approvals (i.e., site development review approval), grading permits and building permits;
2. Construction of public improvements shall not commence until the City has approved all required public improvement plans (e.g., utilities, streets, recorded public land dedication, etc.); and,
3. The applicant has entered into an improvement agreement with the City (e.g., for phased developments and developments with required off-site public improvements), and required bonding or other assurances for improvements have been submitted to City.

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## **Expiration of Approval**

Unless an extension is approved by the Planning Commission, any Site and Building Design Review approval shall lapse, and a new application shall be required, if a building permit has not been issued within 12 months of Site and Building Design Review approval, or if development of the site is in violation of the approved plan or other applicable codes.

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## **Bonding and Assurances**

### **Performance Bonds for Public Improvements**

On any project where public improvements are required, the City shall require a bond in an amount equal to 120% of the cost of the public improvements or other adequate assurances as a condition of site development approval in order to guarantee the public improvements for a 13-month period. If it is determined at the 12<sup>th</sup> month of the 13-month period, the improvements do not meet City requirements; an additional amount of bonding time may be required.

### **Release of Performance Bonds**

The bond or assurance shall be released when the Community Development Director finds the completed project conforms to the site development approval, including all conditions of approval.

### **Completion of Landscape Installation**

Landscaping, including, but not limited to, installations of art, fountains, and pedestrian amenities, shall be installed before building occupancy and/or before commencement of the approved use in accordance with the land use approval. For unusual circumstances necessitating delayed landscape installation, a bond or other approved security instrument, equal to the cost of the landscaping as determined by the City, may be accepted at the discretion of the City in lieu of landscape installation. The bond or security instrument shall assure such installation within six months after occupancy. If the installation of the landscaping is not completed within the six-month period, the bond or security instrument may be used by the City to complete the installation.