

**CITY OF RANCHO CORDOVA
JOINT CITY COUNCIL AND PLANNING COMMISSION
STUDY SESSION AMENDED AGENDA**

**Special Meeting
City Council Chambers
3121 Gold Canal Drive, Rancho Cordova**

**Wednesday, July 13, 2005
5:30 P.M.**

Call to Order

Roll Call: Council Members Budge, Cooley, Sander, Skoglund, and Vice Mayor McGarvey
Planning Commissioners Burke, Konarski, Moe, Savorn, Vance, Wentz and Chair Smith

Study Session

At a study session, citizens are invited and encouraged to participate in discussion during the time the matter is discussed.

1. **Subject:** Project Name – Draft Design Guidelines. City staff will present the Revised Draft Design Guidelines to the City Council and Planning Commission. The Draft Design Guidelines define the City's expectations on the form of all development types (residential and non-residential) within the City.

Recommendation: No formal action on the Draft Design Guidelines is requested at this time. Rather, staff is asking for feedback on the revised document, and direction to proceed with public hearings and adoption.

Oral Communications

2. Public Comment

Citizens wishing to address the Council for any matter not on the agenda may do so at this time.

Please keep your comments to three minutes or less and provide a Speaker Card to the City Clerk. Please state your name and community of residence. Under the provisions of the California Government Code, the City Council is prohibited from discussing or taking immediate action on any unagendized item unless it can be demonstrated to be of an emergency nature or the need to take immediate action arose after the posting of the agenda. At a Special Meeting, if you wish to be heard on a listed agenda item, please do so when that item is being discussed.

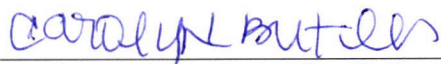
Adjournment

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact the City Clerk's Office at (916) 942-0255 or www.cityofranchocordova.org. Requests must be made as early as possible and at least one full business day before the start of the meeting.

City Clerk's Certificate of Posting of Agenda

I, Carolyn Butler, Deputy City Clerk for the City of Rancho Cordova, declare that the foregoing agenda for the July 13, 2005 Special Meeting of the Rancho Cordova City Council was posted on July 8, 2005 at the office of the City of Rancho Cordova, 3121 Gold Canal Drive, Rancho Cordova, California, 95670 and was available for public review at that location. The agenda is also available on the city web site at www.cityofranchocordova.org.

Signed this 8th day of July, 2005 at Rancho Cordova, California.



Carolyn Butler, Deputy City Clerk

Memorandum



Date: July 8, 2005

To: Mayor and City Council
Planning Commission

From: Paul Junker, Planning Director
Pam Johns, Project Manager

Subject: Revised Draft Design Guidelines

Please find enclosed the Revised Draft of the Rancho Cordova Design Guidelines dated July 8, 2005. Staff will present significant changes and provisions to the Planning Commission and City Council at the July 13, 2005 Study Session.

Background

Following adoption of the City Vision Book in August 2004, the Council directed staff to begin drafting provisions for the first set of Citywide Design Guidelines. The Draft Design Guidelines were created using input and direction from the Urban Design workshops held in the spring/summer of 2004, the visual preference survey and General Plan survey conducted in the summer of 2004, visioning workshops and land use map discussions for the City's General Plan, and the City's guiding principles in the adopted Design Review Ordinance. The guidelines are intended to supplement the development standards in the City's Zoning Code to provide a framework for aesthetic evaluation of new development projects. These guidelines reflect the City's desire for quality design and an enhanced character for Rancho Cordova.

In March 2005, staff presented the first draft of the Design Guidelines and received Council feedback. A public workshop was held in April, 2005 and staff has been meeting with stakeholders and members of public since that time to hear their thoughts on the draft. This new version responds to the Council, stakeholder, and public comments.

The Guidelines

The draft Design Guidelines have gone through a significant reorganization since the February draft was presented. While staff will present a more detailed discussion of these modifications at the meeting on July 13th, major changes are summarized below:

- Chapter 1, Introduction includes an applicability table for land use and planning entitlements and identifies the overall design goals for the City.
- Chapter 2, Community Design was restructured into site design and architecture provisions applicable to all types of development. Subsequent chapters serve to supplement this chapter for specific use types. This chapter consolidated the repetition in the previous draft. Graphics and images were improved.
- Chapter 3, Commercial and Commercial Mixed Use – In the previous draft, commercial projects were addressed in two chapters – Chapter 3 (Centers) and Chapter 4 (Mixed Use). This reorganization consolidated all commercial provisions into a single chapter, refined the guidelines, and improved the graphics and images.
- Chapter 4, Office and Office Mixed Use – In the previous draft, office projects were addressed in the Mixed Use Chapter 4. Guidelines were refined to be specific to the office mixed use designations and graphics and images improved.
- Chapter 5, Residential now includes provisions for Residential Mixed Use projects, which were previously listed in Chapter 4 (Mixed Use). Guidelines have been refined and graphics and images improved.
- Chapter 6, Community Facilities was revised to eliminate duplication with the Community Design Chapter and images and graphics were improved.
- Chapter 7, Industrial was revised to eliminate duplication with the Community Design Chapter and images and graphics were improved.

Staff Recommendation

No formal action on the project is requested at this time. Rather, staff is asking for feedback on the revised guidelines and direction to proceed with public hearings for adoption of Citywide Design Guidelines.

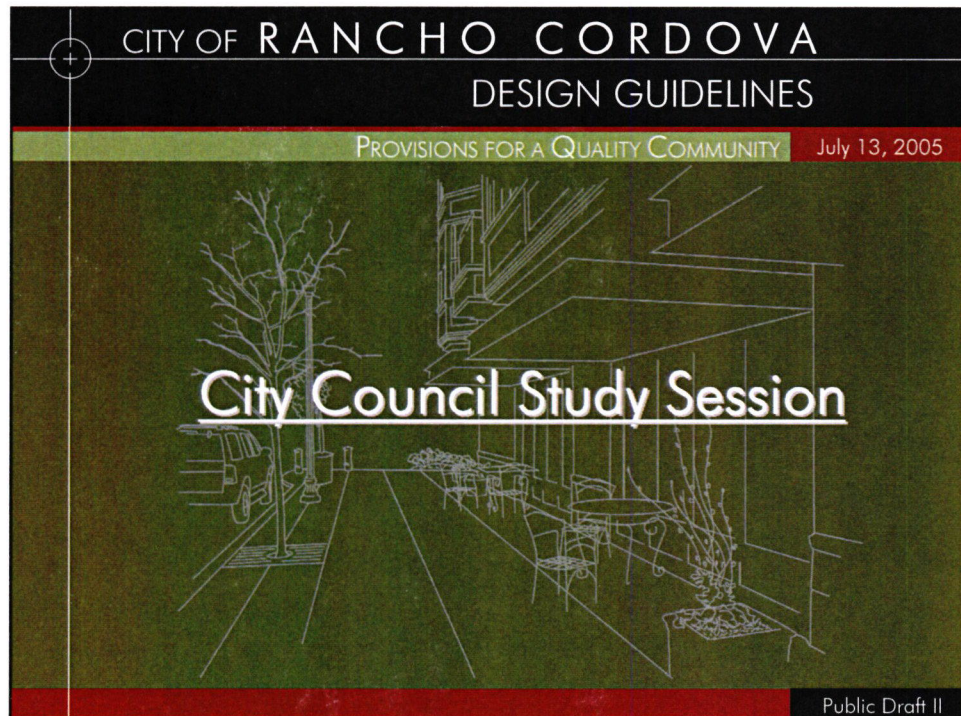
Agenda Item #1A

**Material received during the
Council Meeting of July 13, 2005.**

Project Name: Mock Office Project
Date of Review: 7-13-05

RANCHO CORDOVA DESIGN GUIDELINES CHECKLIST CHAPTER 4 – OFFICE AND OFFICE MIXED USE			The Proposed Project		
			n	-	= +
Description/Comments					
SITE DESIGN > CIRCULATION					
OBJECTIVE: Develop an on-site circulation system that ties office development into the community transportation network and promotes all forms of transportation, including vehicles, bicycles, pedestrians, and transit.					
DESIGN GUIDELINES					
1.	Where possible, place the primary entrance of office buildings at the building setback with an entry from the public sidewalk.			✓	
2.	Provide pedestrian amenities that increase safety and comfort (total of six provisions listed).				✓
3.	Bicycle parking/storage shall be located in visible areas, proximate to entries, and integrated into project design.		✓		
SITE DESIGN > PUBLIC SPACES AND PEDESTRIAN AMENITIES					
OBJECTIVE: Provide usable public spaces and gathering spaces oriented towards employees and visitors to the site.					
DESIGN GUIDELINES					
1.	Link office buildings together with plazas, greens, or gardens for employees to gather. Design public spaces for site identity and sense of place.	✓			
2.	Landscape outdoor areas with visually stimulating soft- and hardscape that helps to identify the site.			✓	
3.	Define and enhance street corners and edges through building placement, public spaces, and relationship to street.				✓
SITE DESIGN > BUILDING PLACEMENT AND ORIENTATION					
OBJECTIVE: Design and construct buildings to create safe, pleasant, and active environments.					

RANCHO CORDOVA DESIGN GUIDELINES CHECKLIST CHAPTER 4 – OFFICE AND OFFICE MIXED USE		The Proposed Project				
		n	-	=	+	Description/Comments
DESIGN GUIDELINES						
1.	Place buildings to accommodate the pedestrian user, relate to street, and connect to adjoining properties (orientation and design features of entrance, design of spaces between buildings).				✓	
SITE DESIGN > PARKING						
OBJECTIVE: Create functional parking areas that minimize physical barriers for pedestrians.						
DESIGN GUIDELINES						
1.	Parking lots shall facilitate safe and efficient pedestrian movement between parking and buildings. Parking should not be the predominant aesthetic facing public street intersections (four provisions listed for implementation).			✓		
ARCHITECTURE > STYLE AND DESIGN DETAILS						
OBJECTIVE: Use an architectural style or theme that establishes a clear, interesting project identity for office parks with multiple buildings as well as individual office structures. The architectural style shall be evident on all elevations of all buildings.						
DESIGN GUIDELINES						
1.	Design all sides of the building with consistent architectural and façade elements (specific roofline and façade improvement techniques listed).		✓			
2.	Design entries to be clearly visible from the street and provide visual interest (design provisions listed for primary/secondary entrances and enhancements).				✓	
CHECKLIST EVALUATION						
Total (10 Guidelines)		1	2	3	4	The project meets or exceeds 7 of 9 applicable guideline provisions.



Tonight's Agenda

- Overview of the Design Guidelines
- Summary of outreach efforts and public feedback
- Revisions since March
- Discussion
- Next Steps

Rancho Cordova Design Guidelines: Provisions for a Quality Community 2

Overview

- Implement the City's vision for quality projects
- Create City and project character and identity
- Clear understanding of City's expectations for planning, design, and review of development proposals

Citywide Design Goals

- Integrated Community Framework
- Compact Mixed-Use Development
- Project Identity
- Pedestrian-Oriented Development

March Study Session

- Council and Commission were generally supportive of the draft
- Requested clarification regarding use and applicability to projects
- Common provisions vs. exclusive provisions
- Document format – keep landscape design

March Study Session

- Major issues to address
 - Art in public places
 - Architecture design themes
 - Architectural detailing and materials
 - Building materials and colors
 - Solar access for homes and other projects

Public Outreach

- Public Workshop April 27, 2005
- Major issues to address:
 - Energy efficiency/solar technology
 - Design of retail centers
 - Street design (smaller, narrow, private)
 - Garage placement
 - Clear process and implementable provisions
 - Emphasis on landscape for industrial projects

Public Outreach

- Major issues to address (continued):
 - Pedestrian enhancements
 - Light shielding and building lighting
 - Timeless architecture
 - Parking improvements

Public Outreach

- BIA Meeting May 10, 2005
- Major issues to address:
 - Flexibility in design provisions
 - Zoning solutions

Document Reorganization

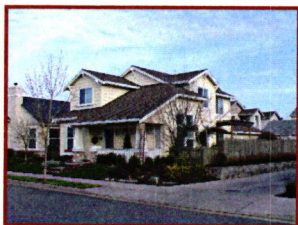
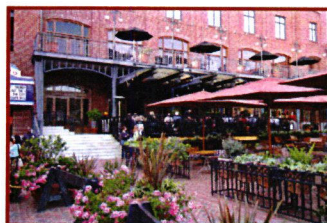
<u>March Version</u>		<u>July Version</u>
1. Introduction	→	1. Introduction
2. Community Design	→	2. Community Design
3. Centers	→	3. Commercial Mixed Use
4. Mixed Use	→	4. Office Mixed Use
5. Residential	→	5. Residential
6. Community Facilities	→	6. Community Facilities
7. Industrial	→	7. Industrial

Applicability

Planning Entitlement	APPLICABLE DESIGN GUIDELINE SECTION					
	Community Design	Commercial	Office	Residential	Community Facilities	Industrial
Specific Plan/SPA	X	*	*	*	*	*
Subdivision	X					
DESIGN REVIEW						
SF Master Home Plan	X			X		
Multi-Family	X			X		
Residential mixed use	X		X			
Commercial/mixed use	X		X			
Town Center mixed use	X	X				
Office/mixed use	X		X			
Public/quasi-public	X				X	
Industrial (light/heavy)	X					X

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Image Enhancements



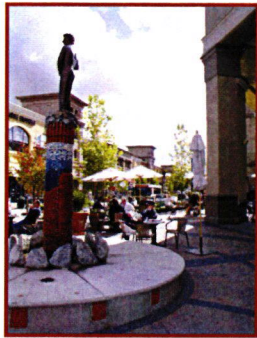
Rancho Cordova Design Guidelines: Provisions for a Quality Community 12

Art in Public Places

2. Community Design

2:64

- Public art that contributes to site character and enhances Rancho Cordova



Rancho Cordova Design Guidelines: Provisions for a Quality Community 13

Architecture Themes

2. Community Design

2:78

- Projects include quality, timeless architecture that incorporates an identifiable architectural style



Rancho Cordova Design Guidelines: Provisions for a Quality Community 14

Building Materials and Colors

2. Community Design

2:82

- Add visual interest and appeal while compatible with the desired community character



Rancho Cordova Design Guidelines: Provisions for a Quality Community 15

Solar Access

2. Community Design

2:60

- Orient the design of the site to take advantage of solar access. The longest side of the building should face south.
- LEED, LEEP, or other standard encouraged



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Retail Centers

3. Commercial and Commercial Mixed Use

3:18

- Site and orient buildings close to the street
- Create a "Main Street" environment

Development Size	Setback Envelope
0-15 acres	0 to 30 feet
> 15 acres	0 to 80 feet



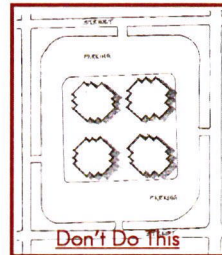
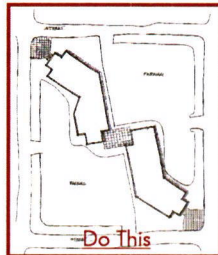
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Office Circulation

4. Office and Office Mixed Use

4:4

- Integrate office developments into the surrounding neighborhood and promote connections to the public street system for vehicles and pedestrians



Rancho Cordova Design Guidelines: Provisions for a Quality Community 18

Residential Entries

5. Residential
5:44

- Provide transition between the public and private realm



Rancho Cordova Design Guidelines: Provisions for a Quality Community 19

Community Infrastructure

6. Community Facilities
6:18

- Integrate the design of community facility infrastructure into adjacent neighborhoods and screen equipment from view.

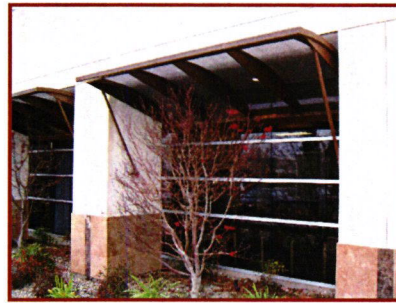


Rancho Cordova Design Guidelines: Provisions for a Quality Community 20

Style and Design

7. Industrial
7:16

- Include architectural features along all public frontages of industrial buildings



Rancho Cordova Design Guidelines: Provisions for a Quality Community 21

Checklist

Project Name: Mock Office Project
Date of Review: 7-13-05

RANCHO CORDOVA DESIGN GUIDELINES CHECKLIST CHAPTER 4 – OFFICE AND OFFICE MIXED USE		The Proposed Project			Description/Comments
n	-	+	+		
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1.	Where possible, place the primary entrance of office buildings at the building setback with an entry from the public sidewalk.			✓	
2.	Provide pedestrian amenities that increase safety and comfort (total of six provisions listed)			✓	
3.	Bicycle parking/storage shall be located in visible areas, proximate to entries, and integrated into project design.			✓	
SITE DESIGN > PUBLIC SPACES AND PEDESTRIAN AMENITIES					
OBJECTIVE: Provide usable public spaces and gathering spaces oriented towards employees and visitors to the site.					
DESIGN GUIDELINES					
1.	Link office buildings together with plazas, greens, or gardens for employees to gather. Design public spaces for site identity and sense of place.		✓		
2.	Landscape outdoor areas with visually stimulating soft- and hardscape that helps to identify the site.			✓	
3.	Define and enhance street corners and edges through building placement, public spaces, and relationship to street.				✓
SITE DESIGN > BUILDING PLACEMENT AND ORIENTATION					
OBJECTIVE: Design and construct buildings to create safe, pleasant, and active environments.					

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Discussion

Next Steps

- Develop Design Review Checklists – July
- Draft Zoning Code revisions – August
- Planning Commission hearing – August
- Council hearing/adoption – September

Rancho Cordova Design Guidelines

List of modifications from Public Draft I to Public Draft II
July 13, 2005

Document Reorganization

- Provisions that were identified as being applicable to all development types have been moved to Chapter 2 (Community Design). This includes provisions such as Streetscape, Parking, Landscaping, Screening/Service Areas, Lighting, Signs, Building Materials and Colors, and Compatibility. Guidelines were consolidated ensuring consistency, eliminating repetition, and resulting in a smaller document.
- Chapters 3 and 4 (Centers and Mixed Use) were rearranged into two separate discussions of Commercial and Commercial Mixed Use and Office and Office Mixed Use, so that all provisions that discussed commercial uses were together and all provisions that discussed office uses were together.
- The following table describes the changes made to the chapters between the new and old versions.

Old Version	New Version
Chapter 1: Introduction	Chapter 1: Introduction
Chapter 2: Community Design	Chapter 2: Community Design
Chapter 3: Centers	Chapter 3: Commercial and Commercial Mixed Use
Chapter 4: Mixed Use	Chapter 4: Office and Office Mixed Use
Chapter 5: Residential	Chapter 5: Residential
Chapter 6: Community Facilities	Chapter 6: Community Facilities
Chapter 7: Industrial	Chapter 7: Industrial

Universal Changes

- Added new photos/graphics and updated the pictures and captions throughout the document to be more applicable and descriptive of the provisions in the text.
- Words from the text that appear in the glossary have been italicized in the text.

Chapter 1: Introduction

- Revised the Organization and Use section to be consistent with the content of each chapter.
- Added discussion on chapter applicability, including applicability table.
- Moved the vision of "Building a City Through Community Design" from Chapter 2 to Chapter 1. Modified/updated text of section. Minor tweaks to language in Overall Design Goals.

Chapter 2: Community Design

- Revised chapter for applicability to all use types. Where redundancy existed with other chapters, those redundancies were consolidated into this chapter.
- Rather than breaking provisions down by Design Goal, provisions were listed by Site Design and Architecture, like the other chapters.
- The City Building Blocks discussion was moved to Chapter 1, Introduction.

- **New Provisions**
 - Art in Public Places provisions added to address concerns raised by Council.
- **Substantial modifications to existing provisions**
 - Connectivity and Circulation (broken down into sub-topics, i.e. vehicular, pedestrian, bicycle, transit, etc.).
 - Discussion on relationship between uses was moved to Connectivity and Circulation > Between Uses.
 - Human Scale was merged into discussions on Massing, Scale, and Form
 - Historic Buildings vs. Significant Change and Development Compatibility were merged into discussions on Compatibility.
 - Pedestrian-Friendly Circulation System moved to Connectivity and Circulation > Pedestrian.
 - Provision under Streetscape referring to undergrounding of utilities was modified to provide exceptions as deemed appropriate by the approving authority.
- **Eliminated**
 - Compact Mixed-Use Development

Chapter 3: Commercial and Commercial Mixed Use

- As described earlier, this chapter has been revised to cover only commercial and commercial mixed-use projects, including Centers. As applicable, provisions from the old Chapter 4 (Mixed Use) that deal with commercial development have been moved into this chapter. Provisions regarding streetscape, parking, landscape, screening of service areas, lighting, signs, building materials, and compatibility were moved to Chapter 2, Community Design.
- **New Provisions**
 - Style and Design Details relating to commercial facades
- **Substantial modifications to existing provisions**
 - Condensed circulation discussions into one subsection; topics that were applicable to all development types were moved to Chapter 2, Community Design.

Chapter 4: Office and Office Mixed Use

- Under the old version, Chapter 4 dealt with all forms of Mixed Use. This chapter has been revised to cover only Office and Office Mixed Use projects. Provisions oriented exclusively towards commercial have been moved to Chapter 3. Specifically, guidelines regarding streetscape, parking, landscape, screening of service areas, lighting, signs, massing, scale, and form, building materials, and compatibility were moved to Chapter 2, Community Design. Provisions that apply to residential mixed use have been moved to Chapter 5, Residential.
- **New Provisions**
 - Circulation and site design that integrates office buildings into surrounding areas and promotes connectivity (includes supporting graphics).
- **Substantial modifications to existing provisions**
 - Condensed circulation discussions into one subsection; topics that were applicable to all development types were moved to Chapter 2, Community Design.

Chapter 5: Residential

- Chapter 5 remains exclusively oriented towards the different forms of residential development within Rancho Cordova, including single-family detached, single-family attached, multi-family, and residential mixed use.
- Provisions dealing with Residential Mixed Use have moved from the Mixed Use chapter in the old version to this chapter. This includes provisions addressing Building Placement and Orientation and Style and Design Details. A new icon was added to identify provisions that are applicable to this use type.
- **New Provisions**
 - A new section called Residential Facades was added under Architecture-Style and Design Details.
- **Substantial modifications to existing provisions**
 - The Circulation sections were condensed down into one section. Circulation provisions that also pertained to other development types were moved to the Community Design chapter.
 - The Streetscape section was expanded and placed within Building Placement and Orientation.
 - Duplexes were listed as being encouraged on corner lots. They are now described as being permitted.

Chapter 6: Community Facilities

- As previously described, design objectives, standards, and guidelines applicable to all use types were relocated to Chapter 2, Community Design. Specifically, provisions regarding streetscape, building placement and orientation, screening of service areas, lighting, signs, massing, scale, and form, building materials, and compatibility were moved to the Community Design Chapter.
- **New Provisions**
 - Community Infrastructure section added to address issues relative to utility boxes and cell sites.
- **Substantial modifications to existing provisions**
 - Circulation and Transit provisions were condensed into one subsection and revised to better reflect transit opportunities
 - Revised Parking provisions to reflect parking for large vehicles (i.e. buses)
 - Removed the standards for building entries

Chapter 7: Industrial

- As previously described, design objectives, standards, and guidelines applicable to all use types were relocated to Chapter 2, Community Design. Specifically, provisions regarding streetscape, building placement and orientation, screening of service areas, lighting, signs, massing, scale, and form, building materials, and compatibility were moved to the Community Design Chapter.
- **Substantial modifications to existing provisions**
 - Architectural detailing (Style and Design) was listed as being required on all four sides of the building. It is now listed as only being required on those sides that face a public right-of-way or adjacent residential.

Appendix

- The glossary was updated to reflect all specialized terms used throughout the document. This included adding definitions for Bioswale, Fenestration, and Transom.