

Modified March 2023



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# Residential Design Checklist

## Townhomes

*Single Family Detached, Duplex, and Plexes  
 and Cottage Clusters – See specific design checklist  
 Multi-Family subject to Section 16.90 design standards*

Planning Division Approval

Building Permit #:

### ADDITIONS/CONVERSIONS

**Is the internal or external conversion/addition seen from the public right-of-way?**

- NO, Residential Design Checklist review not required. STOP**
- YES, complete this Residential Design Checklist (starting on page 2).**

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Builder or Owner: \_\_\_\_\_

Lot Address: \_\_\_\_\_

Lot Number: \_\_\_\_\_ Subdivision: \_\_\_\_\_

Residential Zoning District: \_\_\_\_\_

Is the Site in Old Town Overlay District? **Yes**  **No**

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### Lot Development Standards

See table in SZCDC Section 16.12.030.C for Standards

#### Setbacks

Front Yard: \_\_\_\_\_

Face of Garage: \_\_\_\_\_

Interior Side Yard: \_\_\_\_\_

Corner Lot Street side: \_\_\_\_\_

Rear Yard: \_\_\_\_\_

Front Porch Setback (Covered): \_\_\_\_\_

#### Building Height

Building Height (excludes chimney, etc.): \_\_\_\_\_

Height of Chimney, other projections: \_\_\_\_\_

**Driveway Width** \_\_\_\_\_

**Residential Garage and Residential Front-yard Landscaping standards** per Community Design Section 16.12.040. **See page 6.**

# Residential Design Checklist

**Entry Location and Orientation** - At least one main entrance **for each townhome unit** must meet the following standards.

1. Is entrance within 8 feet of the longest street-facing wall of the dwelling unit? **Yes**  **No**

2. Does the entrance meet any of the following? **Yes**  **No**

**If yes, check the design element**

- a. Face the street; or
- b. Be at an angle of up to 45 degrees from the street; or
- c. Face a common open space that is adjacent to the street and is abutted by dwellings on at least two sides; or
- d. Open onto a porch. If the entrance opens onto a porch, the porch must:
  - 1) Be at least 25 square feet in area with a minimum four-foot depth;
  - 2) Have at least one porch entry facing the street;
  - 3) Have a roof that is no more than 12 feet above the floor of the porch; and
  - 4) Have a roof that covers at least 30% of the porch area.

**Windows & Doors –For Townhomes, this standard applies on each individual unit.**

A minimum of **15 percent** of the area of the **primary building elevation** adjacent to a public right-of-way must include windows or entrance doors. For **side building elevation**, adjacent to a public right-of-way or public accessway, a minimum of **10 percent** of area is required.

- Elevations separated from the street property line by a dwelling are exempt from meeting this standard.
- Percentage calculation can include window trims and shutters.
- First floor roof elevations are excluded from the calculations.

Primary Building Elevation: Windows and entrance doors percentage? \_\_\_\_\_

Side Building Elevation: Windows and Doors percentage? \_\_\_\_\_

**Standard met?** **Yes**  **No**

**At least one element shall be incorporated from two Subsections a, b and c below.**

a. Porches, entries and other offsets:

- i. Covered porch at least 36 square feet with a depth not less than six (6) feet as measured perpendicular from the face of the main building façade to the edge of the porch.
- ii. Recessed entry area at least two (2) feet deep, as measured horizontally from the face of the main building façade, and at least five feet wide.
- iii. Offset on the building face of at least 16 inches from one exterior wall surface to the other.
- iv. Balcony that is at least three (3) feet deep, five (5) feet wide, and accessible from an interior room.

**Number of elements proposed** \_\_\_\_\_

b. Roof elements:

- i. Roof eaves with a minimum projection of 12 inches from the intersection of the roof and the exterior walls.

- ii. Roof line offsets of at least two (2) feet from the top surface of one roof to the top surface of the other.
- iii. Any roofing materials other than asphalt shingles.
- iv. Gable roof, hip roof, shed roof, or gambrel roof design.
- v. Dormer that is at least four (4) feet wide.
- vi. Decorative eave braces.

**Number of elements proposed \_\_\_\_\_**

c. Window elements:

- i. Window trim around all windows at least three (3) inches wide and five-eighths (5/8) inches deep.
- ii. Window recesses, in all windows, of at least three (3) inches as measured horizontally from the face of the building façade.
- iii. Bay window at least one (1) foot deep and three (3) feet wide.
- iv. Shutters on the exterior of ground floor windows.
- v. Window Grids.

**Number of elements proposed \_\_\_\_\_**

**At least one element shall be incorporated from two Subsections a, b and c above.**  
**Standard met? Yes  No**

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**Additional Design Elements – Primary Façade minimum of two element from the list below.**

**Standard met? Yes  No**

Indicate the detailed design element options selected for each applicable façade from the list below. On the submitted façade/elevation drawings call out design elements. Where a design feature includes more than one element, it is counted as only one of the required elements:

a. Porches, entries and other offsets:

- i. Covered porch at least 36 square feet with a depth not less than six (6) feet as measured perpendicular from the face of the main building façade to the edge of the porch.
- ii. Recessed entry area at least two (2) feet deep, as measured horizontally from the face of the main building façade, and at least five feet wide.
- iii. Offset on the building face of at least 16 inches from one exterior wall surface to the other.
- iv. Balcony that is at least three (3) feet deep, five (5) feet wide, and accessible from an interior room.

b. Roof elements:

- i. Roof eaves with a minimum projection of 12 inches from the intersection of the roof and the exterior walls.
- ii. Roof line offsets of at least two (2) feet from the top surface of one roof to the top surface of the other.
- iii. Any roofing materials other than asphalt shingle.
- iv. Gable roof, hip roof, shed roof, or gambrel roof design.
- v. Dormer that is at least four (4) feet wide.
- vi. Decorative eave braces

c. Window elements:

- i. Window trim around all windows at least three (3) inches wide and five-eighths (5/8) inches deep.
- ii. Window recesses, in all windows, of at least three (3) inches as measured horizontally from the face of the building façade.
- iii. Bay window at least one (1) foot deep and three (3) feet wide.
- iv. Shutters on the exterior of ground floor windows.
- v. Window Grids.

d. Garage elements:

- i. Attached garage width, as measured between the edges of the exterior finished garage wall, of 30 percent or less of the total width of that elevation.
- ii. A balcony that extends out over the garage and includes columns.
- iii. Two separate doors for two car garages instead of one large door.
- iv. Decorative windows on the garage door.
- v. Decorative details on the garage door. Standard squares on a garage door will not qualify as a decorative detail.

e. Building materials:

- i. Horizontal lap siding between three (3) to eight (8) inches wide (the visible portion once installed).
- ii. Brick, cedar shingles, stucco, or other similar decorative materials covering at least 40 percent of the street-facing façade.
- iii. Vertical board and batting siding three (3) to eight (8) inches wide (the visible portion once installed).
- iv. Belly band trim
- v. Four (4) Paint Color Scheme

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**Building Materials** - Prohibited building materials include: 1. Aluminum 2. Vinyl 3. T-111 siding  
**Standard met? Yes**  **No**

**Limitation on parking** - Off-street parking is not allowed within the front yard of a dwelling except within a designated driveway or garage or per the provisions of 16.14.020 and 16.14.030.  
**Standard met? Yes**  **No**

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**House Plan Variety (Any NEW Townhome)** - This standard applies to new townhomes developments only.

1. No two directly adjacent or opposite townhome blocks in a development of more than two (2) townhome blocks may have the same front or street-facing façade.
  - a. For this standard a townhome block is the entire structure of attached townhome units.
  - b. This standard does not apply to individual units within the townhome block.

- c. This standard is met when front or street-facing facades differ from one townhome block to another by at least three of the elements listed in subsections (2) through (7) below.
2. **Materials.** The plans specify different exterior cladding materials, a different combination of materials, or different dimensions, spacing, or arrangement of the same materials. This standard does not require or prohibit any combination of materials; it only requires that plans not repeat or mirror one another.
  3. **Articulation.** The plans have different offsets, recesses, or projections; or the front building elevations break in different places. For example, a plan that has a stoop entry (recess) varies from one that has an entry under a front porch (projection). For this standard to apply, a recess must have a minimum depth of four (4) feet and a projection or offset must be at least four (4) feet in depth.
  4. **Variation in roof elevation.** The plans have different roof forms (e.g., gable versus gambrel or hip), different roof height (by at least 10 percent), different orientation (e.g., front-facing versus side-facing gable), different roof projections (e.g., with and without dormer or shed, or different type of dormer or shed), or different roof pitch by more than 2 feet of vertical rise to 12 feet of horizontal run.
  5. **Entry or porch.** The plans have different configuration or detailing of the front porch or covered entrance.
  6. **Fenestration.** The plans have different placement, shape, or orientation of windows or different placement of doors.
  7. **Height.** The elevation of the primary roofline (along the axis of the longest roofline) changes by not less than four (4) feet from building to building, or from dwelling unit to dwelling unit, on abutting lots, as applicable. Changes in finished grade of eight (8) feet or more from one lot to the adjacent lot are counted toward change in height for purposes of evaluating facade variation.

**STANDARDS MET? Yes**  **No**

**Section 16.12.040 - Community Design***\*Also reviewed during land use review.*

- A. **Residential garages** shall meet the minimum design standards listed on the table below:

	Minimum Width	Minimum Depth	Minimum Garage Door Width
One (1) Car Garage	12 ft.	20 ft.	8 ft.
Two (2) Car Garage	18 ft.	20 ft.	16 ft.
Three (3) Car Garage	26 ft.	20 ft.	Single Door - 8 ft. Double Door - 16 ft.

**STANDARDS MET? Yes**  **No**

- B. **The vehicle parking area(s)** shall be functional based on the minimum design standards listed on the table above, 16.12.040.A. Furnaces, stairs, etc. shall not be located within the garage designated parking areas.

**STANDARDS MET? Yes**  **No**

