

Addition to Appendix

Revisions to
Design Guidelines and Development Standards
Community at South River Bend

Approved by Lathrop Planning Commission
February 26, 2014

EXHIBIT "C" TO PLANNING COMMISSION RESOLUTION

AMENDMENTS TO ARCHITECTURAL DESIGN GUIDELINES AND DEVELOPMENT STANDARDS
FOR THE COMMUNITY AT SOUTH RIVER BEND

The following selected texts included in the Design Guidelines and Development Standards for the Community at South River Bend shall be amended to read as follows:

2013 Architectural Design Guidelines and Development Standards for the Community at South River Bend (TOC):

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2013 Architectural Design Guidelines and Development Standards for the Community at South River Bend (page 4):

1.1.1 Purpose & Intent

The Design Guidelines and Development Standards of River Islands (DG/DS) complement the River Islands Urban Design Concept (UDC) adopted by the Lathrop City Council on January 28, 2003. The UDC contained the conceptual framework for the design of the River Islands project consistent with the performance standards of the West Lathrop Specific Plan (WLSP). These DG/DS are specific to the first 498 home sites, known as “The Community at South River Bend”. Their intent is to provide the specific standards and guidelines necessary for the Stewart Tract Design Review Committee (STDRC) and the City of Lathrop Community Development Department to review and evaluate proposed new homes for the River Islands development area of South River Bend. Along with the UDC, this handbook is intended to provide home builders and their architects and planners the documents to fully analyze and guide any given development project.

1.1.3 Language and Organization of Document

These DG/DS are divided into three major sections: Architecture; Landscape and Project Implementation. Architecture and Landscape are each further divided into Design Guidelines and Development Standards. Together, these will assure that neighborhood home builders and individual homeowners have the guidance to carry out the vision for River Islands.

The Design Guidelines describe the overall design quality that River Islands envisions. Complementary sketches, imagery, diagrams, and other graphic materials further illustrate the DG/DS design intent. The words “should”; “may” and “can” indicates that the guideline is highly recommended and suggests possible design solutions that are acceptable and encouraged, but not required.

The Development Standards section addresses the particular design criteria, conditions and standards that shall be met when designing homes and landscape. The River Islands DG/DS uses careful language to assist the STDRC in reviewing design proposals. The words, “shall”, “will”, and “must” are to be implemented requirements. All development standards intended to supplement the WLSP’s and City of Lathrop’s zoning requirements use this language.

The Project Implementation Section will guide home builders and home owners through the approval and permit process.

2013 Architectural Design Guidelines and Development Standards for the Community at South River Bend (page 40, only the following paragraph):

The City, based on recommendation of the STDRC shall have the authority to accept, review and grant any minor architectural variance on a case document so long as such variances are not in direct conflict with this document or the UDC.

2013 Architectural Design Guidelines and Development Standards for the Community at South River Bend (page 73):

4.1 Project Implementation

4.1.1 Stewart Tract Design Review Committee (STDRC)

All projects shall be subject to the design review process and submittal requirements described in the following sections. Projects will be reviewed by the Stewart Tract Design Review Committee (STDRC), according to the requirements set forth below and Section 17.61.160 of the Lathrop Municipal Code. The STDRC is a group of three persons that includes experienced design professionals that represent the master developer. The STDRC will review design and improvement plans for new construction on undeveloped and improved lands within the community for conformance with these Design Guidelines/Design Standards (DG/DS) and with all applicable plans (described below) and applicable Covenants Conditions and Restrictions (CC&Rs). The STDRC's review is advisory only and does not guarantee approval of any permit from other entities but its recommendation to City of Lathrop and Lathrop Planning Commission and some cases Lathrop City Council is mandatory for ultimate approval of your project.

Subsequent to STDRC review, applicants will be required to obtain approval by the City of Lathrop for all necessary permits. This includes landscaping and infrastructure permits if applicable.

The STDRC is a design advisor to the Master Developer, builders, the City of Lathrop Planning Commission and City Council for Stewart Tract development (River Islands and the Southeast Stewart Tract planning areas). The River Islands DG/DS documents are specific to the River Islands at Lathrop Project and not applicable to the Southeast Stewart Tract planning area. The STDRC also provides the Master Developer and the City, with recommendations regarding planning documents for future planning areas that are out of the scope of these guidelines.

Prior to the submission of development proposals to the City, the STDRC shall review such proposals and make recommendations to the Master Developer and the City; the STDRC shall

also recommend exceptions and revisions to the River Islands DG/ DS to the City for further consideration and potential action by the Planning Commission. Exceptions may arise through a review of a development proposal and might include minor design changes or adjustments that are consistent with the intent of these DG/DS; in some cases, an exception might apply to a condition not foreseen in the DG/DS. A STDRC recommendation to grant an exception may or may not be coupled with a proposed project proposal already being reviewed by the STDRC. A request for revision to the DG/DS must be made in writing to the City of Lathrop Community Development Department and be approved by the Planning Commission after review and recommendation of the STDRC.

4.1.2 Consistency Requirements

Plans must be found consistent with this document and applicable standards, and rules, as well as any recorded CC&Rs. While the adopted DG/DS document itself is consistent with previously approved planning documents for River Islands, the Builder should be aware of requirements of other applicable entitlements/plans that may also apply to your project. These entitlements/plans include:

1. City of Lathrop Comprehensive General Plan
2. West Lathrop Specific Plan
3. City Development Title (zoning and subdivision ordinances)
4. River Islands Development Agreement and Performance Standards (as amended)
5. Vesting Tentative Map No. 3694 Conditions of Approval
6. The River Islands Urban Design Concept (UDC)
7. Neighborhood Design Review Plan
8. The DG/DS (this document)
9. Adopted CC&Rs (if applicable)

2013 Architectural Design Guidelines and Development Standards for the Community at South River Bend (page 74):

4.1.3 Design Review Fees

For each submittal, Builders will be required to submit an application and design review fee as prescribed by the Master Developer. This fee shall accompany the required submittal documents. Multiple submissions or significant changes in the proposal subsequent to the initial submission may require additional fees to defray costs associated with STDRC review. Additional design review and other fees will likely be collected by the City upon application for City approval, based upon the City's approved fee schedule. Please contact City staff for the most recent fee and information for review.

4.1.4 Design Review Submittal Requirements

Keys to the success of the design review process are:

- Complete submittals with all required items included. (No part of a submittal will be reviewed until all items are received.)
- A consistent and quality level of participation and active interaction with the STDRC and City staff prior to formal submittal. Large projects may require periodic working sessions

meant to promote interaction and to explore or refine ideas with the STDRC and/or City Staff as appropriate. The length of the approval process can be greatly reduced when the Master Developer and/or Builder and STDRC participate closely during prior to beginning the planning and design process.

- Selection and hiring of a committed design team at the inception of the project, including the Architect, Landscape Architect, and Civil Engineer.

Step 1: Initial Project Application / STDRC Design Review

The purpose of this step is to define an overall concept for the project (e.g. number, type, styles, materials of proposed structures), establish the project's architectural, open space, and movement systems; and to conceptualize the scope and character of the project. Street-scenes and the manner in which structures and landscape will interact to define the street character should be a primary focus of the initial design review process. Lotting diagrams, landscape scheme, color palettes and elevations shall also be provided. The process will commence upon the Master Developer's receipt of the required fee and Builder's application.

2013 Architectural Design Guidelines and Development Standards for the Community at South River Bend (pages 75 and 76):

(No change to submittal requirements)

Upon receipt of the Builder's submittal package, the Master Developer/STDRC will schedule an appointment for its initial Design Review Session, in which the STDRC will meet with the Builder to review the Builder's submitted materials. In this meeting, site conditions, community development concepts and any appropriate elements of the DG/DS will be discussed to establish the direction for the preparation of more detailed plans by the Builder to be used in review of the proposal by the City prior to the issuance of a permit. A representative of the City of Lathrop at its option may attend this meeting; City attendance may also be requested. Following the Initial Design Review, the STDRC shall provide a written memorandum outlining the agreed upon direction of the STDRC and the Builder, including consistency with DG/DS requirements and design recommendations, within 15 business days after the Initial Design Review to be considered by City in its review of the proposal.

(the following Step 2 replaces Steps 2 and 3 in the DG/DS)

Step 2: City of Lathrop Application / Design Review

With the overall concept previously reviewed by the STDRC and with approval to proceed, the applicant may now proceed to file a design review application with the City. This stage will further refine the project's architectural, open space and movements systems; and will finalize the scope and character of the project.

The process will commence upon City receipt of the Builder's application form, design review fee (copy of the form will be provided by City staff) and the following submittals.

Submittals:

1. Completed application and fee
2. Location Map (as prepared for the Initial Design Review).
3. Dimensioned site plan, showing building footprints street curbs and rights-of-way, easements, driveways, dimensioned building setbacks, slope banks, recreation areas, walks, walls, exterior stairs, patios, overhangs, and planting areas. The site plan shall include the actual footprint and architectural style for each lot.
4. Grading plans, showing both existing and proposed grades, drainage system, major profile sections and approximate earthwork quantities (likely not applicable in CSRB).
5. Utility coordination drawings, showing location, and visual mitigation, of above-ground utilities. Careful attention should be given to the locations of transformer pads, utility and irrigation cabinets, and backflow preventers, since these have a dramatic negative impact on the appearance and livability of the neighborhood.
6. Exterior lighting drawings, showing the location and appearance of all proposed exterior lights, including pole height, fixture type, type of light source, and color.
7. Architectural drawings, including floor plans, roof plans, all elevations, and sections.
8. Architectural color and material sample boards for every color scheme by architectural style intended. These should be noted by elevation style for each product.
9. Landscape design drawings for each lot or group of lots. These plans shall illustrate the design approach for landscape areas, planting plan, walkways, walls, and fences, as applicable. These plans shall include legends and details to identify all specifics (model #, finish and color) and sizes of plant materials to be used.
10. Wall and fence drawings, showing location and appearance of all exterior walls and fences. These should include height, materials, and key details.
11. Estimated Construction Schedule including model home complex site improvements and phasing.
12. Other plans or items needed to address previous Design Review requirements.

All submitted plans and elevations shall be at a minimum scale of 1/8" or 1/4"=1'-0" on 24" x 36" paper, as well provided as an electronic file in PDF format.

Upon acceptance and review of the Builder's submittal package, the City staff will contact the Builder to review the submittal package; staff may ask to meet with the Builder to acquire additional information or receive clarifications of the Builder's submitted materials. In this meeting, site conditions, community development concepts and any appropriate elements of the DG/DS will be discussed to establish the direction for the preparation of detailed plans (working drawings) by the Builder. City staff will document the conclusions of City design review and staff recommendations.

(the following Step 3 replaces Step 4 of the DG/DS)

Step 3: Final Review (City Plan Check)

The purpose of this step is to develop the specific designs for the architectural, landscape architecture, and civil engineering elements of the project for ultimate submittal to the City for building permit approval.

After successful completion of the City design review, the Builder shall submit detailed project plans/working drawings for review and approval by the Building Official. Review by other City departments and the Lathrop Manteca Fire District (LMFD) will also take place during final review. Professionals licensed to practice in the State of California shall prepare all Architectural, Engineering and Landscape Architectural Plans.

Submittals:

1. City of Lathrop Building Permit Application and Fees (please contact City staff for the most current information fees are due at time of submittal). Please be advised that the Fire department, Public Works department and school district may assess separate fees depending on the size and type of the project.
2. Copy of STDRC Recommendation Letter/Memorandum.
3. Seven (7) complete sets of drawings, drawn to minimum of $\frac{1}{4}'' = 1'$ scale. At least three (3) sets shall be wet stamped.
4. Four (4) copies of the site/plot plan on a minimum 11" x 17" sized paper. Please be sure to show all appropriate setbacks for all proposed structures.
5. Three (3) copies of Title 24 information and structural calculations on a minimum 8 $\frac{1}{2}''$ x 11 sized paper. At least two (2) sets shall be wet stamped.
6. Any other information/plans/calculations required by the Building Division.

2013 Architectural Design Guidelines and Development Standards for the Community at South River Bend (page 77):

Step 5 of the DG/DS is deleted.