

| What Do Design Guidelines Regulate | | | | | | Where &/or When are Guidelines Applied | Is There a Design Review Board | Composition of the Board / Participants in Design Review Process | Approval Process | Is Approval Binding or Advisory | Public Involvement | Comments | Relationship to Historic District Guidelines |
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| Dana Point, CA | 35,110 | Yes | Yes | Yes | N/A | Case by case basis, based on size and impact of project as well as geographic area. Design guidelines generally apply to new developments | No | N/A | Either the Director of Community Development or the Planning Commission | Binding | Public meetings | Design guidelines were adopted in 1993 | N/A, only have a historic ordinance to identify and protect historic buildings |
| Huntington Beach, CA | 189,594 | Yes | Yes | Yes | N/A | Based on location - ie every project along Beach Blvd or within 500 feet of a public space go through design review | Yes | The Board is comprised of five members. Two at-large members, one Planning Commissioner and one alternate member are appointed by City Council. The remaining two members are the City's Planning Director or designee and Public Works' Landscape Architect. "At-Large" members serve a four-year term. | Project goes to design review board for a recommendation, and then to planning commission for a final decision | Binding | Monthly design board meetings, agendas are available to the public the one week prior to the meeting. | City Council approved the Urban Design Guidelines September 5, 2000. | N/A, no historic district guidelines, Historic Resources Board, an eleven member advisory board, which provides guidance and support on matters pertaining to historic issues. |
| Pasadena, CA | 133,936 | Somewhat | Somewhat | Not directly | According to the city, they don't have "urban design guidelines," rather they have city-wide design principles and specific guidelines based on the principles for targeted areas of the city. | Commission reviews exterior alterations, new construction, and rehabilitations of historic properties in the Central District. Elsewhere is reviews new construction based on square footage &/or location of a project | Design Commission | The Design Commission consists of eight members, five nominated by the Mayor upon recommendation from the other six members of the City Council, and one each nominated by the Community Development Committee, the Cultural Heritage Commission, and the Planning Commission. | Staff reviews some projects, other are sent to the design commission. | Yes, but whose decisions can be appealed to a higher level, ultimately to the City Council. | Some—public forum for property owners, hearings with Planning Commission and Design Commission. | The City has had a design review committee since 1969, but really began doing design review of projects in 1985. Their urban design principles were established in 1992. They don't feel that having design guidelines has added time to the project approval process, but believe the guidelines for the Central Business District may be too long, short guidelines with effective illustrations work much better than voluminous ones. | Separate design guidelines for historic districts: http://www.ci.pasadena.ca.us/planning/deptorg/dhp/pdfs/Pasadena_DGs.pdf |

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| Denver, CO | 557,917 | Yes | Not directly | Yes | N/A | Mandatory for all projects meeting the criteria specified in Section 59-368 of the zoning code. | Different design districts throughout the city, each handled differently. Some use review by staff, others by appointed board, and a hybrid of the staff and board approaches is used in a few districts. "In these circumstances the staff review is accompanied by public notice at review each phase and a Planning Board public hearing at the end of design. In this role the Planning Board provides a public forum to monitor the staff review rather than actually conducting a review themselves." | "Design review is conducted by the Deputy Director of Planning for Urban Design and other designated staff as appropriate. Participants from the development team shall include a representative of the applicant (owner, developer), the architect and other development team members as appropriate." | "It was recently agreed to try a hybrid approach. The Planning Office Urban Design staff will conduct the initial review process. At the conclusion of the Design Development phase review staff will present their recommendations to the city's Planning Board in a public meeting, who will have the final determination on the recommendation. This allows staff substantial control of the review process but allows community oversight at the critical phase of project design, staff will notify neighborhoods of pending development and encourage developers to begin a dialogue with the community in order to uncover potential issues before the formal public process begins." | Binding, but with appeal options | Yes, public meetings | Seems to be a work in progress - "Denver is working very diligently to establish a fair, representative and accountable review process that will in fact encourage the best quality and most creative urban development possible to the city." | They have a downtown historic district, but "District boundaries have been drawn to identify and protect historic and architecturally significant buildings while non-contributing historic buildings, vacant lots and parking lots are excluded from the district." So essentially, they have 40+ historic buildings, which all go through a separate design review (Landmark Preservation Commission Design Review) than other projects (B-5 (Downtown Zoning) Design Review). |
| Hopkins, MN | 17,145 | Minimally | No | Minimally | N/A | All newly constructed buildings, all new or reconstructed parking areas with 5 or more spaces, to the changed element of all exterior building improvements and signage changes under \$150,000 that require a building permit, and renovation over the Conditional use Permit threshold (currently \$150,000) - within the downtown overlay district | No, they have "committee members" and "consulting members" | N/A | Standards identified as requirements are enforced through the City's Planning Department | Guidelines are intended to convey desirable elements, they are recommendations and not requirements, unless public financing is involved in the construction or rehabilitation of the building. | Yes, public meetings | Very minimal set of guidelines. | N/A, but urban design guidelines state that buildings should be kept held to a relatively small scale consistent with the historic downtown, and building heights in the historic core should match those of adjacent structures, with two or three stories being the desired height in that area, while building heights outside the historic core may vary. |

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| Raleigh, NC | 276,093 | Yes | Yes | Yes | N/A | Major projects within the downtown. | Appearance Commission | The Appearance Commission is made up of 15 members, the majority of whom have special training or experience in architecture, landscape architecture, horticulture, city planning, or related design fields. The commission is broken into two committees, the Development Review Committee, and the Strategic / Outreach Committee. | There are three rounds of comments at the staff level for each project. After round one is when the comments and opinions from the appearance commission enter in. So their comments come in around the time of the second round of staff comments do, so it only moderately slows down the process. The downfall is that the project can change considerably from the time the App. Comm. sees it to the final project. | Advisory | Yes - the public is invited to attend all meetings. Each neighborhood has a citizen's advisory council. Developers meet with this council (either voluntarily or are required to, depending on the size of the project) to discuss their project, the council votes on it, and then the chair of the council meets with the planning commission and city council to discuss comments, concerns, and the result of the vote is taken into consideration. | The Downtown Design Guidelines were established in 1991 and portions were updated in 2005. | Separate design guidelines for historic districts: http://www.rhdc.org/ | |
| Portland, OR | 556,370 | No | No | Yes | Available design and engineering guidelines include, Bikeway Design and Engineering Guidelines, Design Guidelines for Public Street Improvements, Pedestrian Design Guidelines, and Public Streets and Pedestrian Connections Through the Land Use and Building Permit Process. | "Design Review is required for certain proposals for development located within the Design Overlay Zone. For some proposals, the applicant may choose to meet the objective standards of Community Design Standards instead of going through the Design Review process." | Design Commission | The Design Commission is an eight member review body composed of citizen representatives, generally from the private sector. The Commission consists of: a member of the Planning Commission, a representative of the Regional Arts and Culture Council, one person representing the public at-large, and five members experienced in either design, engineering, financing, construction or management of buildings, and land development. No more than two members may be appointed from any one of these areas of expertise. | Complicated. Major design reviews are processed through the Type III procedure, requiring a pre-application conference prior to submittal, and a public hearing with decision by the Design Commission or Historic Landmarks Commission, as appropriate. Minor design reviews are processed through the Type I or II procedure. See http://www.portlandonline.com/shared/cfm/image.cfm?id=71941 | Advises city council | Yes | The Portland Pedestrian Design Guide was established in 1995. | Separate historic design review | |

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| Austin, TX | 690,252 | Minimally | Minimally | Minimally | Downtown Design Guidelines are voluntary, not mandatory | The Downtown Austin Design Guidelines are "recommendations for all downtown development and redevelopment projects by both the public and private sector" | Design Commission | Nine members, two-year staggered terms, members include citizens at-large including 1 person employed as a developer Design Professionals; at least 2 registered architects and at least 1 registered landscape architect (additional spaces have no requirement). | The Design Commission shall provide advisory recommendations to the city council | Advisory | Yes, public meetings | Austin is now in the process of adopting citywide Commercial Design Standards | Local historic districts provide design standards for new construction within the district. The Historic Landmark Commission currently reviews applications for building permits within National Register Historic Districts, and provides recommendations to the property owner to make the new construction more compatible with the historic character of the district. While the Commission encourages the property owner to revise his or her plans to help preserve the historic character of the neighborhood, there is no requirement that the property owner do so. Local historic districts will have mandatory design standards, which provide property owners and builders parameters for the design of new construction, as well as providing neighbors within the district a higher level of comfort knowing that new construction will be required to follow accepted design standards based upon the existing architecture within the district. The district design standards will be individually tailored to meet the needs of the particular district, and may address building materials, height limits, and setbacks for new construction within the district. Additions to contributing buildings and new construction will require a Certificate of Appropriateness from the Historic Landmark Commission prior to receiving a building permit. |

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| Seattle, WA | 578,800 | Yes | Yes | Yes | N/A | Design Commission reviews City facilities (parks, libraries, etc.) and projects on City land or in right-of-way, including large transportation projects, street vacations, skybridges and special street uses (exteriors, public interiors, urban design, projects that affect the public right-of-way and streets). Design Boards review private development (commercial and large-scale residential) above a certain threshold (as detailed in the City's design guidelines—site plan; building's height, bulk and scale; architectural elements and materials; pedestrian environment; and landscaping). | Yes, one Design Commission and seven Design Review Boards, each covering a geographic area of the city. | Design Commission has 10 members, including: architect (2), landscape architect (2), fine artist, engineer, urban planner, urban designer, member at large. Design Boards have 5 members, including: design professional, community representative, developer, business representative, resident. | The Design Commission advises Mayor, City Council, and City departments. The Design Review Boards advise the Department of Planning and Development Director. | Design Commission decisions are advisory, and Design Review Board decisions are advisory/regulatory. | Yes, Design Review Meetings include 20 minutes for citizens to address their concerns and ideas to the Design Review Board about the project's design. | Have had a Design Commission since 1968, and Design Review Boards since 1994. The Design Commission averages 100+ reviews a year, and the Design Boards average 200+ reviews a year. | Within the City's historic districts, the appearance and historical integrity of structures and public spaces are regulated by a citizens board and/or the Landmarks Preservation Board. If a project is in a historic district, they must go to the Historic Preservation board, and going to the Design Review Board is optional. |
| Boulder, CO | 94,673 | Minimally | Minimally | Minimally | N/A | All exterior projects and site features with a construction value of \$10,000 or more in the non-historic area and the neighborhood interface area. Project review is mandatory while compliance with design recommendations that results from the DDAC review is voluntary. | Downtown Design Advisory Committee (DDAC) | DDAC is a City Council appointed board consisting of five Boulder citizens, several of whom have professional experience in the areas of architecture, urban design and community development. | Upon completion of a DDAC review, staff notifies the Building Department that the applicant has fulfilled the mandatory design review. In the case of projects requiring a site review process, DDAC submits recommendations to the Planning Department that are incorporated in a staff memorandum for further decision and approval or denial by the planning staff, planning board, or city council, depending on the nature of the application. | Advisory | Public meetings | Downtown Boulder Urban Design Plan was established in 1986, and it was replaced in 2002 with design guidelines for the downtown area. | The Landmarks Preservation Advisory Board reviews proposed exterior physical changes to landmark structures and structures within the landmark districts to ensure compliance with the Landmarks Alteration Certificate criteria. The Design Review Committee is a subcommittee of the Landmarks Board and it reviews requests for alterations to individual landmarks and alterations to properties within historic districts. |

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| Berkeley, CA | 102,743 | Yes | Minimally | Minimally | N/A | The design review process and the design guidelines apply to development within all areas designated as commercial, manufacturing, mixed use and all other non-residential Districts in this Ordinance and to all commercial and mixed use projects in the R-4 District. All projects for which a building or sign permit is required, involving exterior construction or alteration, the removal of public facades or any portion of those facades, or the erection or replacement of signs, are subject to design review. | Design Review Committee | Membership shall consist of seven: two members of the Zoning Adjustments Board, one member of the Landmarks Preservation Commission, one member of the Civic Arts Commission (each member appointed by that Commission); and three members of the public who are appointed by the Zoning Adjustments Board. The membership shall include a minimum of two licensed architects, one licensed landscape architect, and two laypersons. | Depends on project type (see page 75 of design guidelines) | Mandatory to move forward | Public meetings | Guidelines were most recently amended in 1994. | If a City permit is required for an alteration on a historic site or district, Landmark Preservation Commission approval is required. The Commission may render advice and guidance with respect to any proposed work that does not require a City permit but may affect structures, sites or areas of historical, architectural, archaeological or aesthetic interest or value. Examples of the work referred to are: painting and repainting of exterior surfaces, fencing, landscaping and installation of lighting fixtures. The Commission may make recommendations concerning alteration or demolition of structures of neighborhood interest to the Zoning Adjustments Board and City Council, but shall have no other authority over them. | |
| Kalamazoo, MI | 77,145 | Yes | Yes | Yes | N/A | Tier II projects in the downtown (larger-scale projects with greater impact on the building fabric and/or streetscape) | Downtown Design Review Committee | Committee is comprised of staff from the DDA, City of Kalamazoo, and the City of Kalamazoo Historic Preservation Society. | City of Kalamazoo and DDA staff review design-related project criteria, and prepare recommendation for DDRC review. DDRC recommends approval, approval with conditions, or denial as proposed to Site Plan Review Team. Site Plan Review Team approves, approves with conditions, or denies project as proposed. Appeals are made to the Planning Commission. | Advisory | Public meetings | N/A | The Haymarket Historic District (HDC) is downtown, completely within the boundaries of the Downtown Design Review District (DDRD). The HDC Standards are much more restrictive than the DDRD Guidelines. In cases where work is proposed on the Haymarket buildings, the HDC Standards and Guidelines take precedence over the DDRD Guidelines. As our city attorney puts it - HDC trumps DDRD. Projects need to be cleared by both groups before permits can be issued, but the DDRD rubber stamps the HDC ruling. The HDC Guidelines are much more restrictive than DDRD Guidelines. | |
| Milwaukee, WI | 578,887 | Yes | No | Yes | Organized by zones (façade base, façade middle, interior activities etc). | Westtown Design Guidelines apply to the western portion of Milwaukee's Central Business District for new construction and/or redevelopment of a structure. | No | N/A | The City Plan Commission (CPC) is the City's official planning body responsible for master planning activities. The CPC advises the Common Council. | N/A | No | Guidelines were created in 2003, and are completely advisory in nature to be used by business owners, architects and developers. | N/A as guidelines are completely advisory | |