

# Capitola Planning Commission

## Agenda Report



**Meeting:** October 5, 2023

**From:** Community Development Department

**Subject:** Color and Materials

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### **Topic: Color and Materials for single family projects that require a Design Permit**

#### **Background:**

Commissioner Wilk has requested that the Planning Commission discuss code and submittal requirements associated with color and materials for single-family residential development applications that require a Design Permit.

#### **Analysis:**

Planning staff has compiled a list of zoning ordinance excerpts that are relevant to the color and materials discussion (Attachment #1). Additionally, Commissioner Wilk has prepared a list of points to be discussed (Attachments #2).

Procedurally, planning staff typically requests that single-family Design Permit applicants provide a pdf of a color and materials board. The deliverable is typically a PDF file of an 8.5 by 11-inch, single sheet collage of proposed colors and materials. This submittal requirement is listed on the Planning Division's application checklist. Staff does not typically request physical samples and swatches for a single-family project. In some cases, notation and graphic representation on the plan elevations is sufficient and a separate color and materials board is not necessary. Planning staff routinely affords flexibility in how an applicant chooses to present this information.

The City's Zoning Ordinance requires that findings be made in approving Design Permits. Specifically, 17.120.070 (K) requires that materials be durable, high quality, and compatible with surrounding development. Additionally, section 17.156.070 (C)(7)(d) sets a post-decision limit on flexibility that Planning staff can offer without referring a façade change back to the Planning Commission. The standard is that if greater than 25% of exterior façade is proposed to be changed after Planning Commission approval, the change must be referred back to the Planning Commission. For single-family residential projects, façade means combinations of exterior materials and color. The above code sections necessitate that exterior materials be defined with Design Review applications.

Aside from some historic structures, a change in exterior colors is not regulated for single-family projects.

#### **California Environmental Quality Act (CEQA):**

Planning Commission discussion is not a project under CEQA. A project means the whole of an action, which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment. If discussion concludes with direction to staff for code amendments, that future action will be analyzed under CEQA at the appropriate time.

**Recommendation:**

Staff recommends the Planning Commission discuss the topic of color and materials regulations and submittal requirements and offer direction on procedure or code amendments.

**Attachments:**

1. Code Excerpts
2. Discussion Topics – Commissioner Wilk
3. Typical Color & Material Board example - Simple
4. Typical Color & Material Board example - Detailed

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