

Chapter 34

DESIGN REVIEW

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10-34-1: PURPOSE - APPROVAL REQUIRED:

"Design review" is a process whereby proposed architectural style for future construction is reviewed for its compliance with Nampa's design standards. Design review also helps ensure preservation and enhancement of special design or aesthetics of an area within which a project is proposed. All qualifying project types shall require design review approval by, and through, the City of Nampa, either by administrative approval of City designated staff or by the Building and Site Design Review Committee created by title 2, chapter 16, of this Code (hereinafter "committee"), before the City will issue a building permit for said projects. (Ord. 4421, 3-4-2019)

10-34-2: APPLICABILITY:

- A. Design review is required in HC, GB1, GB2, BN, BC, DB, DV and DH Zones, for both structures and sites, for the following project types (hereinafter "qualifying projects"):
 - 1. New commercial structures;
 - 2. New multiple-family (3+ units) residential buildings;
 - 3. Non-single-family buildings that are expanded, which expansion is greater than twenty five percent (25%) of the square footage of the existing structure; however, design review standards shall only be applicable to the area of new construction or expansion;
 - 4. Repainting or replacing exterior materials on more than fifty percent (50%) of a building's facade, which facade fronts a public right-of-way. (Ord. 4421, 3-4-2019)

10-34-3: APPLICATION REFERRAL:

- A. Upon receipt of an application for design review, the Director, or his designee, shall examine the application and assign the review of the application to staff or to the committee, however, the following applications shall always be assigned to the committee:

1. Newly proposed commercial structure intended to exceed five thousand (5,000) square feet in area; and,
2. Multiple-family residential structure (i.e., 1 containing 5 or more dwelling units).

Additionally, for those projects proposed in the Downtown Historic (DH) Zone, review and a recommendation shall be sought and obtained through the City's Arts and Historic Preservation Commission before presenting the application to the committee. (Ord. 4421, 3-4-2019)

10-34-4: INCLUSIVE APPROVAL:

Hereinafter, any approval of a project subject to design review by City staff or the committee, or on appeal to the Planning and Zoning Commission or City Council, shall be deemed to constitute the City's approval and may be referred to by that terminology. (Ord. 4421, 3-4-2019)

10-34-5: COMMITTEE REVIEW PROCEDURE:

- A. Scheduling Design Committee Review: Upon receipt of an application for design review, or upon the determination of the Director, or his designee, that an application should be referred directly to the committee, the Director shall schedule the application to be considered at the next committee meeting following the cutoff date prior to which the application was submitted. The Director may extend the review time for applications that are unusually large or complicated.
- B. Staff Report: At least one week prior to the review before the committee, staff shall prepare and submit a staff report to the committee and the applicant. The staff report shall summarize the application and set forth which elements of the building meet design criteria and which elements do not.
- C. Conducting Review: The Chair of the committee shall ask staff to summarize the application and staff's findings. After the presentation by staff, the Chair shall ask the applicant to represent the application, respond to the staff report, and answer questions from the committee. Following the presentation and report, the committee shall deliberate about application. Before or during the course of deliberation, the committee may ask the applicant to address specific issues, including the applicant's response to any design issues raised by the committee. At the conclusion of its deliberations, the committee shall render its decision. The committee shall be empowered to interpret design standards and to make exceptions to standards, provided such exceptions shall not allow variance to other, non-design standards-based Zoning Code regulations, and shall not fail to maintain overall compliance with the design objectives and goals of the City. (Ord. 4421, 3-4-2019)

10-34-6: ADMINISTRATIVE REVIEW PROCEDURE:

If the Director assigns an application to staff for review, a decision on the application shall be rendered within thirty (30) days from the date of application. Staff shall be empowered to interpret design standards and to make exceptions to design standards provided such exceptions shall not allow variance to other, non-design standards-based Zoning Code regulations, and shall not fail to maintain overall compliance with the design objectives and goals of the City. The decision shall be in writing and shall set forth any design elements of the building which do not comply with design criteria. (Ord. 4421, 3-4-2019)

10-34-7: APPLICATION CONTENT REQUIREMENTS:

- A. The form prepared by the City's Planning Department for design review applications shall request, at minimum, the following information:
1. A detailed letter of explanation which describes the aesthetic solutions for the project and the corresponding design elements, including a statement of the scope of work of the project, and information about the structures, the building uses, and site work;
 2. A set of two-dimensional depictions of each elevation being reviewed; and,
 3. A detailed site plan drawn to architectural scale. The site plan must include the following details, features and callouts, when applicable:
 - a. A north arrow, scale of drawing, property line locations;
 - b. Existing and proposed structures, site amenities, and signage location;
 - c. Adjoining streets, alleys and private drives;
 - d. Parking layout depiction including spaces, drives, circulation patterns, and pedestrian connectivity and walkway;
 - e. Existing and proposed rights-of-way, easements, canals, ditches, etc., that will adjoin, abut or traverse a property under design review consideration;
 - f. Locations and sizes of any loading areas, docks, and ramps;
 - g. Trash storage areas and exterior mechanical equipment with proposed screening methods;
 - h. Exterior building and property light fixtures;
 - i. Details on special features such as berming, retaining walls, etc.;
 - j. A complete set of floor plans and building elevations drawn to scale, including a colored rendering or photograph thereof;
 - k. A listing of all proposed building materials;
 - l. Identification of the method of screening and treatment of mechanical equipment (both roof mounted and "at grade");
 - m. Depiction of future building and sign locations and free-standing sign materials, placement, and height; and
 - n. If specifically requested by staff, a materials sample board. (Ord. 4421, 3-4-2019)

10-34-8: APPEALS OF APPLICATION DECISIONS:

- A. All appeals shall be filed within fifteen (15) calendar days of the date of the decision.
1. Administrative Decision Appeals: An appeal of a decision by staff may be made to the committee by filing a written notice of appeal with the Director. Said appeal shall be treated as a new application when placed before the committee.
 2. Committee Design Review Decision Appeals: An appeal of a committee decision may be made to the Planning and Zoning Commission by filing a written notice of appeal with the Director. All appeals of committee decisions shall be treated as an original application to the Planning and Zoning Commission. The Planning and Zoning Commission is empowered to approve or deny the application, including modifying any conditions imposed by staff.
 3. Planning and Zoning Commission Design Review Decision Appeals: An appeal of a Planning and Zoning Commission design review decision may be directed to the City Council for review and action by filing a written notice of appeal with the Director. All appeals of commission decisions shall be treated the same as an original submission to the City Council. The City Council is empowered to approve or deny the appeal, including modifying any conditions imposed by the commission.
 4. Design Review Permit's Approval Appeal Grounds: The following are all sufficient justifications for the committee, the Planning and Zoning Commission, or the City Council to overturn or modify a prior design review decision for a given application:
 - a. Inconsistency with the purpose and objectives of this chapter;
 - b. Unreasonable economic hardship;
 - c. Undue interference with the design integrity of the proposal;
 - d. Discriminatory prevention of an allowed land use;
 - e. Consideration by the staff or committee of improper or irrelevant information such as the race, ethnic origin, incomes, or other attributes of the proposed occupants or owners; and,
 - f. Prohibition or unwarranted restriction of building type, material, or method. (Ord. 4421, 3-4-2019)

10-34-9: PERMIT DURATION:

Design review permits (i.e., approved applications) shall be valid for a period not to exceed two (2) years. Request for an extension, which extension shall not exceed six (6) months per extension, may be filed with the department. A fee may be imposed by the City to process extension requests.

Substantial alterations to the approved design associated with a development shall require a new application. (Ord. 4421, 3-4-2019)

10-34-10: DESIGN STANDARDS/REQUIREMENTS:

- A. The following standards apply to qualifying projects in all zones except the Downtown Zones, which standards are in Chapter 15 of this title.
1. Structure Exteriors: Wall facades of new buildings or new additions shall be reviewed for the inclusion of architectural characteristics on each building face as specified hereafter:
 - a. Facade Change Elements: New buildings or new additions subject to design review shall include and incorporate "facade change elements" that, in total, are visible over at least fifty percent (50%) of the exterior wall area of any primary facade and thirty percent (30%) of any other facade. Such architectural facade change elements may comprise of, but are not limited to, one or more of the following treatments: cornices, bases, fenestration, corbelled masonry, architectural accent walls, exaggerated parapets, horizontal banding, portico or awning faces, wainscoting, balconies, simulated balconies, arches, louvers, pilasters, faux glazing, color banding, etc.
 - b. Exterior Structure Finish Materials:
 - (1) The primary wall facade shall incorporate at least two (2) textures or materials; external wall materials shall be comprised of masonry (e.g., brick, stone, concrete with paint or texture coat finish, concrete masonry units, etc.) or exterior stucco, with accents of metal or wood paneling, cementitious fiber board, or alternate products if approved by the City.
 - (2) The primary wall materials shall be non-reflective. Accent materials may be reflective upon City approval.
 - (3) Primary facades shall contain a minimum of twenty five percent (25%) glazing. In the GBE District, if the primary facade faces the Ford Idaho Center, twenty five percent (25%) glazing shall also be required for the facade facing Idaho Center Boulevard.
 - c. Exterior Structure Finish Colors:
 - (1) Black, fluorescent, or bright colors shall only cover twenty five percent (25%) of any wall unless approved otherwise by the City.
 - (2) The repainting of facades of existing structures shall be submitted for review and approval of color choice by the City of Nampa's design standards staff.
 - d. Visual Displacements:
 - (1) Structure walls, or portions thereof, that exceed one hundred feet (100') in length shall have changes in roof height to break up the flat plane of such walls.
 - (2) Public entrances shall be clearly identifiable and distinct from the remainder of the building, either through architectural form or use of color, material, and texture of the facade.

- (3) Overhead doors for service or repair activities, or for loading and unloading, shall be located at the side of a building which lies away from any residential use or zone, unless some form of screening such as landscaping, a wall, landscape berm, or other barrier is used to separate the two.
 - (4) Loading docks shall not face the front of the property, nor the front of any adjacent principal building.
- e. Mechanical Units: Mechanical equipment and utilities shall be placed and installed in such a way as to be minimally visible from adjoining properties, and, shall be screened from public view with either proper landscaping or enclosures which are consistent with the architectural aesthetics and characteristics of the main building.
- (1) Mechanical vents and similar features protruding through the roof shall be painted so as to match the color of the roof. Exposed metal flashing or trim shall be anodized or painted to blend with the exterior colors of the building. Roof mounted mechanical units shall be screened from public view from any street abutting the property by a screen wall enclosure consistent in appearance with the architectural treatment of the main building.
 - (2) Ground mounted equipment and utilities shall be placed and installed in such a way to have the least impact on adjoining properties and shall be screened from public view with either landscaping or a screen wall. Landscaping shall include a combination of evergreen and deciduous bushes and trees, with a minimum of five-foot (5') depth continuous around utility. This five-foot (5') landscaping buffer shall contain plantings, irrigation, landscaping fabric and ground cover. Mechanical units may be contained within a screen wall enclosure consistent in its construction with the architectural aesthetics and characteristics of the main building.
- f. Building Lighting Standards:
- (1) On buildings: All exterior structure lighting shall be shielded, screened, or shuttered with ninety degree (90°) cutoff luminaries and shall be directed so as to prevent direct illumination of adjoining properties. Building mounted lights shall not be higher than twenty-five feet (25') from ground level.
 - (2) The height of a freestanding light fixture (e.g., in a parking lot area) shall not exceed twenty-five feet (25'). Parking area lights shall use ninety degree (90°) cutoff luminaries (i.e., "downlighting").
 - (3) Lighting to highlight or illuminate architecture and signs shall not have significant spillage of light upward or downward.
 - (4) Pedestrian circulation routes shall be illuminated.
 - (5) Floodlights shall not be allowed, except when necessary for security.
2. Certain Property Improvements: The following additional standards shall apply to projects requiring design review:

- a. Fencing/Screening: Fencing of anything other than mechanical or maintenance related equipment or stored inventory or trash receptacles is prohibited. Trash receptacles shall be screened with durable materials as found on the related building's facade.
 - b. Trash Receptacles: Trash receptacles shall be located in service areas at side or rear yards and not visible from streets abutting a property. Trash receptacles shall be screened. Such screening shall incorporate a certain amount of material and color associated with the main buildings on the property which are subject to design review.
 - c. Pedestrian Pathways: Pedestrian paths shall be established to enhance a site's character and connections. Developments of one acre or more shall provide a pedestrian and bicycle circulation plan for the site.
 - (1) All on-site circulation systems shall incorporate a streetscape which includes sidewalks, pedestrian scale light standards and street trees.
 - (2) Pedestrian amenities shall include detached sidewalks that provide connectivity of buildings and parking areas to public spaces and rights-of-way. Public spaces are required for projects over twenty-five thousand (25,000) square feet in gross floor space at a ratio of ten (10) square feet of public space per ten thousand (10,000) square feet of gross floor space. The public spaces must include landscaping and seating and must provide connectivity (either immediate or eventual by linkage as appropriate) to any on-property pedestrian routes.
3. Sign Placeholding: The locations of future wall-mounted or free-standing signs shall be identified on site and elevation drawings provided to the City as part of a design review application. The materials and colors of any future free-standing sign, where known, shall be shared with the committee. Just as with trash enclosures, sign superstructures shall have their materials and colors harmonize with the building materials and colors to which they are associated. (Ord. 4421, 3-4-2019)