

FLOW CHART FOR PROPOSED REVISIONS TO SMALL PROJECT DESIGN REVIEW

EXISTING PROCESS

PROJECT TYPES. The current Small Project Design Review procedure is limited to minor changes to existing commercial, civic, or industrial facilities, and the nonresidential portions of mixed-use development projects. To qualify for Small Project Design Review under current regulations, a project must be limited to the following kinds of work:

- ❑ New or modified Signs.
- ❑ New or modified Awnings.
- ❑ Color changes to buildings, signs, awnings, or other facilities.
- ❑ Changes to storefronts or ground-floor facades that do not involve properties determined to be historic.
- ❑ Sidewalk café facilities having no more than 5 tables and 15 chairs, and no permanent structures within the public right-of-way.

ZONING REVIEW (1-10 days):

- ❑ Zoning reviews project plans for conformance with all applicable zoning standards, and the current '*Oakland Small Project Design Guidelines*' handbook.

DECISION ON PROJECT:

- ❑ Zoning issues decision within five (5) working days of submittal. Decision is final immediately and not appealable.

TYPICAL PROCESSING TIME:

1-7 days

PROPOSED PROCESS

PROJECT TYPES. An application for Small Project Design Review will be required for projects involving the same minor changes to existing commercial, civic, or industrial facilities, and the nonresidential portions of mixed-use development projects as currently reviewed under Small Project Design Review, plus the following new project types:

- ❑ Front and street-side yard fences over 42 inches in height, but not exceeding 6 feet.
- ❑ A Secondary Unit of 650 square feet or less on a lot with only one existing or proposed primary dwelling unit. The secondary unit shall not exceed 50% of the floor area in the primary unit.
- ❑ Projects certified by Zoning staff to involve only one of the following:
 - (1) A one-story structure and/or addition located to the rear and/or side of a primary facility; OR
 - (2) An increase in floor area or footprint of no more than 15 percent.

ZONING REVIEW (1-10 days):

- ❑ Zoning reviews project plans for conformance with all applicable zoning standards; and
- ❑ '*Oakland Small Project Design Guidelines*' – with new sections added for small residential additions (exterior treatments must match existing building); and for front- and street-side yard fences over 42" in height, but not exceeding 6 ft.

DECISION ON PROJECT:

- ❑ Zoning issues decision within ten (10) days of submittal. Decision is final immediately.

TYPICAL PROCESSING TIME:

1-10 days

COURTESY NOTICE:

- ❑ Zoning's issued decision will include a completed courtesy notice, and instructions to the applicant that such notice must be displayed on site until the Building Permit is issued.

1/31/05

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