

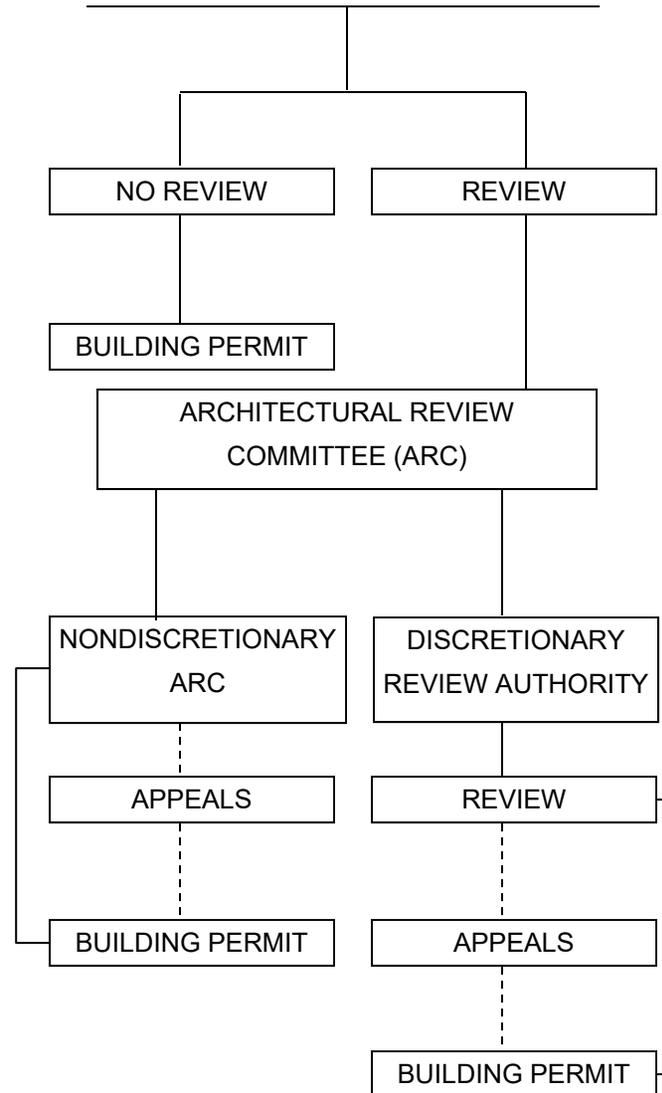
## WHAT IS THE PROCESS FOR DESIGN REVIEW?

The Planning Division is contacted to determine if a particular project is subject to Design Review. If a project is subject to Design Review, an application and Design Plan(s) are submitted to the Planning Division who will review the material to see if the information and Design Plan are complete. If complete, the Design Plans will be reviewed by staff from the Planning and Building Divisions.

Staff meets every Wednesday to review all Design Plans submitted by noon of the preceding Friday. Following review of the submittal, the Committee will prepare a list of recommended changes to the Plans, if appropriate. If changes are needed, this list will be sent to the applicant for revision and re-submittal. If the project is part of a discretionary application (e.g., Use Permit, Planned Development, etc.), the Design Plan will be sent to the applicable Review Authority with a recommendation by the Director as part of the discretionary application process. If the project is nondiscretionary, the Director will determine if the project is consistent with the Design Guidelines. When it has been determined that the Design Plan is consistent with the Design Guidelines, the Design Plan will be signed and stamped to authorize submittal of a Building Permit.

After the Design Plan has been signed and stamped, a notice will be sent to the applicant stating that fact. The notice will also state the number of copies of the signed and stamped Design Plan and Building Plans that will need to be submitted for a Building Permit. One of the Design Plans submitted must be the original, signed and stamped copy. Building Plans cannot be accepted for applicable projects without the original signed and stamped Design Plan copy. Any changes to the Design Plan following it being signed-off would render it null and void.

## Design Review Process



*DESIGN  
REVIEW*



Community Development Department  
 Planning Division  
 345 N. El Dorado Street  
 Stockton, CA 95202-1997  
 (209) 937-8266  
 (209) 937-8893 FAX  
[www.stocktonca.gov](http://www.stocktonca.gov)

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## WHAT IS DESIGN REVIEW?

Design Review is a review procedure for proposed projects that are subject to the City's Design Guidelines. The Guidelines provide a reference point as to the City's expectations for quality development. They present minimum design criteria for the achievement of functional and attractive developments that fit within the context of their surroundings and do not clash with neighboring buildings or impact adjacent uses. In general, the guidelines are intended to ensure that new or modified development preserves or improves the positive characteristics of the City's image while avoiding negative impacts, especially as related to residential neighborhoods

### DO ALL PROJECTS/BUILDING PERMITS REQUIRE DESIGN REVIEW?

No. Design Review will only apply to the design of new construction, additions, and remodels for:

- Residential Development
  - New single-family projects in subdivisions of five or more units, adjacent to freeways, highways, public streets, schools, parks, open space.
  - Single-family projects within Special Districts.
  - Additions and remodeling of single-family houses within Special Districts.
  - New multi-family projects of two units or more.
  - Additions and remodeling of existing multi-family projects.
- Commercial Development - New commercial development throughout the City, including Special Commercial Districts. Additions and remodeling of existing commercial development.

- Business Park and Industrial Development
  - New business park and light industrial development throughout the City.
  - Additions and remodeling of existing business parks and industrial development throughout the City.
- Signs - On and Off-site signs throughout the City.

### WHAT ARE SPECIAL DISTRICTS?

Special Districts are identified areas that have unique characteristics within older neighborhoods or commercial areas of the City. The City desires to help maintain the unique character of each district and has guidelines specifically for those districts. The Special Districts are identified on maps in the Design Guidelines and include:

Residential: Alpine Manor, Bours Park, Gleason Park/Downtown, Magnolia Historic District, Midtown, Tuxedo Park, and Victory Park

Commercial: Downtown, Channel Area, Miracle Mile, and Freeway Corridors

### IS DESIGN REVIEW SUBJECT TO CEQA?

No. As a non-discretionary action, Design Review is not subject to the requirements of the California Environmental Quality Act (CEQA).

### HOW LONG SHOULD DESIGN REVIEW TAKE?

Depending on when you submit your Design Plans and whether the submittal is complete, Design Review could take as little as three days. The average would be one week for submittals that are complete. If the submittal is incomplete, the length of time of the review would depend on the amount of time taken by the applicant to submit complete plans.

## WHAT AND WHERE DO I NEED TO FILE?

Six copies of the Design Plan(s) will need to be submitted to the Planning Division of the Community Development Department, 345 North El Dorado Street. The Design Plan packet would consist of:

- Application;
- location map;
- neighborhood context (photographs of the site and surrounding properties);
- site plan (approved by Site Plan Review Committee);
- architectural colored elevations of all buildings; and
- construction/materials information for all structures and color pallet.

### WHAT IS CONSIDERED?

The primary purpose of Design Review is to determine compliance with the City of Stockton Citywide Design Guidelines (please review the Guidelines).

### HOW LONG DOES AN APPROVED DESIGN REVIEW PLAN REMAIN VAILD?

The stamped Design Review Plan is good for one year, except as related to issues of health and safety. If at the end of that time, a Building Permit has not been applied for, an extension of up to one year may be requested, but any extension must be in compliance with the requirements applicable at the time of the extension request.

