



# Community Character and Design Guidelines Questionnaire

This questionnaire was created in an effort to ensure applicants' utilization of the City Council adopted Santa Clarita Community Character and Design Guidelines. The applicant is required to fill out this form completely. If sections are left blank, the associated application file may not be accepted for processing or may be deemed incomplete with suspended processing.

A copy of the Santa Clarita Community Character and Design Guidelines is available online at [here](#).

## General Project Description:

A. Project Title: \_\_\_\_\_

B. Project Type:

<input type="checkbox"/> Single-Family Residential	<input type="checkbox"/> Commercial
<input type="checkbox"/> Multi-Family Residential	<input type="checkbox"/> Mixed-Use
	<input type="checkbox"/> Industrial

C. Is the project located in a Specific Plan area or a Planned Development Overlay? **Yes / No**  
If yes, please list: \_\_\_\_\_

D. Project Location (street address or description): \_\_\_\_\_  
\_\_\_\_\_

E. Assessor's Parcel Number(s): \_\_\_\_\_

F. Brief Project Description: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

G. Have you provided a legend that includes a summary of project statistics including zoning, type of use, the square footage of each use, overall square footage, lot square footage or acreage, building height, setbacks, floor area ratio, area and percentage of landscaping, area and percentage of open space, parking statistic summaries, etc.? **Yes / No**

H. Contact Information:

1. Applicant: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

2. Architect: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

3. Engineer: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

4. Consultant: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

**Architectural Character:**

- A. Have you reviewed Chapter 3 of the Santa Clarita Community Character and Design Guidelines? **Yes / No**
- B. Identify which community the project is located within and which architectural style is reflected in the proposed project design. Check the appropriate boxes in the table below:

Community	Architectural Style Proposed
<input type="checkbox"/> Canyon Country	<input type="checkbox"/> "Rustic Californian"
<input type="checkbox"/> Newhall	<input type="checkbox"/> "Contemporary Western"
<input type="checkbox"/>	<input type="checkbox"/> Mission Revival
<input type="checkbox"/>	<input type="checkbox"/> Victorian
<input type="checkbox"/> Saugus	<input type="checkbox"/> Ranch
<input type="checkbox"/>	<input type="checkbox"/> Agrarian
<input type="checkbox"/> Valencia	<input type="checkbox"/> "Contemporary"

- C. Is the architectural style proposed consistent with a style described in the design guidelines and the table above?  
**Yes / No** If no, why not? \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Site Design:**

- A. Has the building and parking placement minimized the visual impact of the parking?  
**Yes / No** If no, why not? \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
- B. Has the effort been made to preserve natural resources (land forms, native habitat, views, distinctive features, etc.)?  
**Yes / No** If no, why not? \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
- C. Are the trash/recycling enclosures located to minimize visibility from public rights-of-way and out of the primary view corridors?

**Yes / No** If no, why not? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

D. Have loading and service areas been provided and have they been located at the rear or side of buildings and appropriately screened?

**Yes / No** If no, why not? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

E. Has the project been designed to minimize grading impacts?

**Yes / No** If no, why not? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

F. Has the project been designed to promote on-site surface water quality and water run-off retention?

**Yes / No** If no, why not? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

G. Has pervious paving been used to allow for water retention and percolation on-site?

**Yes / No** If no, why not? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

H. Has decorative paving been used to accentuate project entries, plazas, and pedestrian circulation?

**Yes / No** If no, why not? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I. Have plaza/public open spaces been purposefully designed to have clear, recognizable shapes that reflect careful planning rather than the result of “left-over” areas between structures? **Yes / No** If no, why not? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

J. Describe plaza/ public open spaces, i.e. location, what types of amenities are proposed, connections provided to other project elements, etc. **Yes / No** If no, why not? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Circulation/Parking:**

A. Do landscape strips and planters separate all buildings from sidewalks, parking or paved areas, and other structures?

**Yes / No** If no, why not? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

B. Is the parking field well landscaped and screened from public view?

**Yes / No** If no, why not? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

C. For large projects, has the number of parking spaces been divided into smaller parking fields rather than one large field?

**Yes / No** If no, why not? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Bicycle and Pedestrian Connections, Trails and Pathways:**

A. Are pedestrian connections provided to connect to adjacent sites or neighboring uses?

**Yes / No** If no, why not? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

B. Is there a pedestrian path connecting to the street edge and adjacent public paths or right-of-way?

**Yes / No** If no, why not? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

C. Are the pedestrian/bicycle connections located in the most convenient and logical places within the site?

**Yes / No** If no, why not? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

D. Do the plans include a path of travel indicator from rights-of-way to buildings and from building to building?

**Yes / No** If no, why not? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

E. Have pedestrian/bicycle connections or trails been provided to access useable open space?

**Yes / No** If no, why not? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

F. Have connections been provided to existing bicycle/multi-use trails or paths?

**Yes / No** If no, why not? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Landscaping, Walls and Fences:**

- A. Have you provided a landscape plan prepared by a licensed landscape architect? **Yes / No**
- B. Does the proposed landscape plan utilize drought-tolerant and native species of plants?  
**Yes / No** If no, why not? \_\_\_\_\_  
\_\_\_\_\_
- C. List the plants that are proposed that are not compatible with Sunset Western Garden Book's climate zone 18 and describe where the plants are used \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- D. Has landscaping been used to screen parking fields and utilitarian aspects of the project?  
**Yes / No** If no, why not? \_\_\_\_\_  
\_\_\_\_\_
- E. Do the plans identify the type and location of all oak trees over 2" in diameter and specify any trees that are to be removed?  
**Yes / No** If no, why not? \_\_\_\_\_  
\_\_\_\_\_
- F. Do the plans identify the location of all proposed existing fencing?  
**Yes / No** If no, why not? \_\_\_\_\_  
\_\_\_\_\_
- G. Have site walls and fences been designed with architectural treatments on both sides and does the design complement the building architecture with the use of similar colors and materials?  
**Yes / No** If no, why not? \_\_\_\_\_  
\_\_\_\_\_
- H. Have you provided a fence/wall detail?  
**Yes / No** If no, why not? \_\_\_\_\_  
\_\_\_\_\_

**Building Design and Massing:**

A. Have elevations for all sides of the building(s) been provided?

**Yes / No** If no, why not? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

B. Does the project incorporate 360 degree architectural articulation (i.e. have the building surfaces been articulated with recessed or projecting elements, canopies, trellises, arcades, colonnades, etc.) appropriate to the architectural style and are there variations in the roof and wall planes on all four sides)?

**Yes / No** If no, why not? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

C. Does the overall building design include variation in the wall plane and height as well as well as in the roof plane and elements?

**Yes / No** If no, why not? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

D. Is the building unique to the project site and community so as not to appear to be designed as though it is part of a commercial chain?

**Yes / No** If no, why not? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

E. Are the building(s) entries easily identifiable?

**Yes / No** If no, why not? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

F. Do building materials wrap around the building and terminate at inside corners?

**Yes / No** If no, why not? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

G. Do the building forms relate to the desired architectural style?

**Yes / No** If no, why not? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

H. Do the window type and treatment reflect the selected architectural style?

**Yes / No** If no, why not? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I. Do plans indicate all locations of freestanding signs?

**Yes / No** If no, why not? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

J. Does the building signage relate to the building architectural style?  
**Yes / No** If no, why not? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Utilitarian Aspects:**

A. Do plans indicate method of screening ground and roof mounted equipment, fences, trash enclosures, etc.?  
**Yes / No** If no, why not? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

B. Have the trash enclosures been designed to complement the building architecture with similar materials and details?  
**Yes / No** If no, why not? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

C. Do the plans indicate the type, locations, height and method of shielding of exterior lighting? Has a lighting detail been included?  
**Yes / No** If no, why not? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

D. Does the parking area contain facilities for electric vehicle charging or other alternative fueling options?  
**Yes / No** If no, why not? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This questionnaire, as well as additional information regarding entitlement applications, can be found on the City of Santa Clarita website at <https://santaclarita.gov>. If you have questions regarding this questionnaire, you can contact the Planning Division at (661) 255-4330, e-mail the Department of Community Development at <https://santaclarita.gov/community-development/> or visit the Planning Division at City Hall, 23920 Valencia Blvd., Suite 140, Santa Clarita, CA 91355.