THINGS TO KNOW FOR ADDITIONS OR NEW CONSTRUCTION OF SINGLE-FAMILY OR DUPLEX HOMES

DESIGN REVIEW

The Design Review process improves the quality of residential design, enhances and protects existing neighborhoods and promotes an orderly and attractive community. The following single-family home or duplex projects require approval of a Design Review with the Planning Division before building permits may be applied for:

- New single-family or duplex home;
- One-story addition that is 20% or more of the existing floor area (including the garage);
- Second story modifications or additions, regardless of size; and
- Any significant change in the appearance of the exterior (e.g., change in roof pitch).

LEVEL OF REVIEW

Projects are reviewed for compliance with zoning district development standards (see reverse) and design guidelines (see sidebar) such as those in the Single Family Home Design Techniques. The level of Design Review depends on the scope of the project. Consult with the on-duty Planner to determine which level of review is required for your project.

- Administrative Review (by a Planner on staff): New single-story homes and additions that do not exceed floor area thresholds
- Administrative Review with Notice: New two-story homes and any second-story modifications or additions that do not exceed the floor area thresholds require neighbor notification and a 14-day comment period
- Planning Commission (PC) Review: New homes and additions that exceed the floor area thresholds require a public hearing with the PC

DESIGN PRINCIPLES

The following design principles should be respected in all residential projects. They are the touchstones upon which the City’s design techniques are based, and, since design guidelines cannot anticipate every condition that might occur, they will be used in addressing conditions not specifically covered within the design guideline documents.

- REINFORCE PREVAILING NEIGHBORHOOD HOME ORIENTATION AND ENTRY PATTERNS
- RESPECT THE SCALE, BULK AND CHARACTER OF HOMES IN THE NEIGHBORHOOD
- DESIGN HOMES TO RESPECT THEIR IMMEDIATE NEIGHBORS
- MINIMIZE THE VISUAL IMPACTS OF PARKING
- RESPECT THE PREDOMINANT MATERIALS AND CHARACTER OF FRONT YARD LANDSCAPING
- USE HIGH QUALITY MATERIALS AND CRAFTSMANSHIP
- PRESERVE MATURE LANDSCAPING

Design guideline documents are available online at www.SunnyvalePlanning.com or at the One-Stop Permit Center.

SINGLE FAMILY HOME DESIGN TECHNIQUES

This document contains policy statements on neighborhood compatibility, architectural detail and privacy.

EICHLER DESIGN GUIDELINES

These guidelines apply specifically to homes within Eichler neighborhoods and are used in conjunction with the Single Family Home Design Techniques.

TAAFFE- FRANCES HERITAGE NEIGHBORHOOD DESIGN GUIDELINES

These guidelines seek to preserve the unique historic character of homes located on S. Taaffe and S. Frances between Olive Avenue and E. El Camino Real.

SINGLE STORY COMBINING DISTRICTS

Single-story Combining Districts are created at the request of homeowners within a neighborhood. This designation limits construction and additions to one-story structures.
**ZONING DISTRICT DEVELOPMENT STANDARDS**

To determine a property’s zoning district, contact the on-duty Planner or go to www.e-onestop.net

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**Basic Zoning Requirements for Single-Family Homes and Duplexes**

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<thead>
<tr>
<th>Zoning</th>
<th>First Story Setback</th>
<th>Second Story Setback</th>
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<td>Front</td>
<td>Side</td>
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<td>R-2</td>
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**Lot Coverage**

- 1-Story= 45% of Lot Area
  - OR
  - 2-Story= 40% of Lot Area

**Floor Area Ratio (FAR)**

Projects exceeding the thresholds below must be reviewed by the Planning Commission.
- R-0, R-1 and R-2 Single-Family Home: 45% FAR or 3,600 sq. ft. floor area, whichever is less.
- R-2 Duplex or Multi-family: 55% FAR

**Height**

- 30’ as measured from top of curb. Two stories maximum.
PARKING REQUIREMENTS

Each single-family home and duplex is required a minimum of 4 spaces total, 2 of which must be “covered” spaces. Covered spaces may be in a garage or carport provided they meet a certain size and interior dimensions (see sidebar and below graphic). Tandem parking is only allowed for uncovered driveway spaces located in front of covered parking.

HOMES WITH LESS THAN 2 COVERED SPACES AND 2 UNCOVERED SPACES

If the home has an existing one-car garage or carport, additional parking may be required. If the addition results in 4 or more bedrooms (dens or studies count as bedrooms) or 1,800 square feet or more of floor area (including the garage), two covered spaces must be provided on the property. This parking must meet setback requirements and minimum dimensions. See sidebar for more information.

PERMANENT PARKING SURFACES

Approved parking surfaces include asphalt, Portland Cement or other approved stabilized permanent surface.

MINIMUM GARAGE/CARPORT SIZE REQUIREMENTS

- Two-Car Garage/Carport: 400 sq. ft. and minimum interior dimensions of 17 ft. (w) and 18 ft. (d)
- One-Car Garage/Carport: 200 sq. ft. and minimum interior dimensions of 8.5 ft. (w) and 18 ft. (d)
- Each dwelling unit with a carport is required to provide additional storage of at least 300 cubic feet for each carport space.

DRIVEWAY WIDTHS AND UNCOVERED SPACES

A driveway counts as 2 uncovered parking spaces provided it has a minimum dimension of 17 feet in width and 20 feet in depth. A driveway leading to a garage at the rear of the lot must be at least 10 feet wide.

PERMANENT PARKING SURFACES

Approved parking surfaces include asphalt, Portland Cement or other stabilized permanent surface as may be approved by the Director of Community Development.

FRONT YARD PARKING LIMITATIONS

Paved and parking areas shall not cover more than 50% of any required front yard.

GARAGE CONVERSIONS OR REDUCTIONS IN GARAGE SIZE

If you would like to convert an existing garage/carport into living area, you will be required to provide an equivalent number of covered parking spaces on your property. Existing garages/carports which do not meet the minimum dimensions (see sidebar) may not be reduced further in size.
ACCESSORY LIVING UNITS
An accessory living unit (also known as granny flats, in-law quarters and secondary dwelling units) is a one-bedroom dwelling unit that is subordinate to a single-family home on the same lot and provides independent living accommodations for one or more persons. See the Accessory Living Units brochure for more information regarding minimum lot size, parking and other requirements specific to accessory living units.

SOLAR STUDIES
The purpose of a solar study is to ensure that new structures do not shade more than 10% of the area of an adjacent building’s roof, protecting the property owners’ ability to install solar panels. Solar studies demonstrating compliance with this requirement is required for any second-story addition or new two-story home. Refer to the Solar Access and Shadow Analysis handout and contact the on-duty Planner for more information.

VISION TRIANGLES
Vision triangles are areas which must be kept clear of all objects except for fences, hedges, shrubs or other natural objects of 3.5 feet or less in height. All lots must maintain 10-foot driveway vision triangles. Corner lots must maintain a corner vision triangle of 40 feet. See the Vision Triangles brochure for further information.

ROOF MATERIALS
All roof materials must equal or improve the quality of the existing material on the house. For example, 40-year composition shingles must be replaced with 40-year or better. Please see the Re-Roof brochure for further information.

FIRE SPRINKLERS
If you are building a new house or an addition greater than 50% of the existing living area (not including the garage), you are required to install fire sprinklers through the entire house. Contact a Fire Protection Engineer for more information.

WATER-EFFICIENT LANDSCAPING AND IRRIGATION
Pursuant to State law, the City has adopted water-efficient landscaping and irrigation regulations. Construction of a new single-family home or duplex with installation of 1,000 square feet or more of landscaping will require compliance with the water-efficient landscaping and irrigation regulations. Refer to the Landscaping Requirements brochure for further information.

GREEN BUILDING PROGRAM REQUIREMENTS
Any new construction, additions, and remodels of buildings must meet the City’s current green building standards. See the Green Building Program brochure for more information or contact the Building Safety Division.