

ORDINANCE NO. 2018-596

ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF WOODSIDE TO AMEND CHAPTER 153 (ZONING) AND CHAPTER 151 (SITE DEVELOPMENT) OF THE WOODSIDE MUNICIPAL CODE (WMC) TO CODIFY STORY POLE REQUIREMENTS; REMOVE UNUSED TERMS FROM THE DEFINITIONS SECTION; CLARIFY THE DEFINITION OF "BAY WINDOW"; DIFFERENTIATE BETWEEN KITCHENS AND WET BARS; CODIFY A DEFINITION FOR "NET LOT AREA", "PLANNING DIRECTOR", AND "DORMER"; PROVIDE CLARIFICATION ON FLOOR AREA MULTIPLIER REDUCTIONS, THE DISCRETIONARY HEIGHT EXCEPTION, THE PAVED AREA AND SURFACE COVERAGE EXEMPTION FOR REQUIRED FIRETRUCK TURNAROUNDS, AND THE APPLICATION OF THE EVALUATION CRITERIA LISTED IN WMC §153.911; AND, CLARIFY WHICH GRADING QUANTITIES COUNT TOWARD THE 1,500 CUBIC YARDS OF SITE GRADING ALLOWED WITHOUT APPROVAL OF A GRADING EXCEPTION (FILE NO. **ZOAM2018-0003**).

WHEREAS, in 2016, the Town Council requested that staff continue to make minor changes to the Municipal Code to remove barriers for development projects, which would not result in adverse impacts;

WHEREAS, Town staff identified needed updates to the Definitions Sections of Chapter 151 and 153, which include: the removal of unused terms, clarification of existing defined terms, and codification of terms used throughout Chapter 153 (**Exhibit A**, I. Definition Section Cleanup);

WHEREAS, Town staff identified numerous needed clarifications to existing Code requirements and formatting inconsistencies within existing tables (**Exhibit A**, II. Code Clarifications and Table Cleanup);

WHEREAS, Town staff identified two Code amendments that would address common challenges faced by applicants: differentiating between kitchens and wet bars, and installing story poles (**Exhibit A**, III. Code Amendments);

WHEREAS, Town staff identified minor codification errors, resulting from the May 2016 update to Chapter 151 (Site Development) and the July 2017 reorganization of Chapter 153 (Zoning) (**Exhibit A**, IV. Correcting Codification Errors);

WHEREAS, the Town of Woodside has updated and continues to update the Municipal Code to implement the Goals, Policies, and Strategies of the 2012 General Plan;

WHEREAS, the Town of Woodside is committed to inclusive public participation and involvement in matters pertaining to the General Plan and its Elements, and the Zoning Code;

WHEREAS, on June 20, 2018, the Planning Commission conducted a duly noticed public hearing at which time all oral and written comments and a staff recommendation were presented to the Planning Commission for their review and consideration;

WHEREAS, the Planning Commission recommended that the Town Council find that the proposed amendments to Chapter 151 and Chapter 153 implement the following Goals, Policies and Strategies of the 2012 General Plan:

- A. Noise Element Policy N1.3: Review and Mitigate Noise Exposure Generated by New Development.
- B. Land Use Goal LU1, Preserve and Enhance Woodside as a Scenic, Rural Residential Community: Preserve the visual resources of the community, including important vistas, such as those of the western hillsides as seen from the valley below, and those of the valley as seen from the hillsides.
- C. Land Use Policy LU1.2.3, Limit Intensity of Development: Property shall be developed with minimum disturbance to the natural terrain. The natural environment and rural character of the Town should be retained or restored as much as possible to (3) minimize grading and alteration of natural land forms.
- D. Land Use Policy LU1.2.4, Limit Intensity of Development: Property shall be developed with minimum disturbance to the natural terrain. The natural environment and rural character of the Town should be retained or restored as much as possible to (4) manage intensity of use of individual parcels and buildings by considering health and safety, impacts on adjoining properties from noise, traffic, night lighting, or other disturbing conditions, and protection of natural land characteristics; and,

WHEREAS, the Planning Commission recommended that the Town Council find that the adoption of this ordinance is exempt from the California Environmental Quality Act ("CEQA"), pursuant to Section 15061(b)(3) (no possibility that the activity may have a significant impact on the environment), of the CEQA Guidelines (Title 14, Chapter 3 of the California Code of Regulations);

WHEREAS, on June 20, 2018, the Planning Commission adopted a Resolution of Intent and recommendation to the Town Council (PC Resolution No. 2018-022) to amend Chapter 151 (Site Development) and Chapter 153 (Zoning) of the Woodside Municipal Code (WMC) to codify noise level standards, outdoor lighting requirements, and story pole requirements; remove un-used terms from the definitions section; clarify the definition of "Bay Window"; differentiate between kitchens and wet bars; codify a definition for "Net Lot Area", "Planning Director", and "Dormer"; provide clarification on floor area multiplier reductions, the 11-foot plate height limit, the discretionary height exception, the Paved Area and Surface Coverage exemption for required firetruck turnarounds, the "floor area swap" requirements, and the application of the evaluation criteria listed in WMC §153.911; create a process for Natural State reclamation; and, clarify which grading quantities count toward the 1,500 cubic yards of Site Grading allowed without approval of a Grading Exception;

WHEREAS, on July 10, 2018, the Town Council conducted a duly noticed public hearing at which time all oral and written comments and a staff recommendation were presented to the Town Council for its review and consideration, and provided a first reading and introduction of this ordinance; and,

WHEREAS, on July 24, 2018, the Town Council conducted a public meeting and, after

receiving considerable written public comment, continued consideration of noise level standards, outdoor lighting requirements, building height and plate height, and Natural State requirements; directing staff to return with separate study session reports on these items at a future date, and an ordinance for first reading for the balance of the code amendments, on September 11, 2018; and,

WHEREAS, on September 11, 2018, the Town Council conducted a duly noticed public hearing at which time all oral and written comments and a staff recommendation were presented to the Town Council for its review and consideration, and provided a first reading and introduction of this ordinance; and,

WHEREAS, on September 25, 2018, the Town Council conducted a public meeting, and provided a second reading of this ordinance; and,

WHEREAS, the Town Council finds that the proposed amendments to Chapter 151 and Chapter 153 implement the following Goals, Policies and Strategies of the 2012 General Plan:

- A. Land Use Goal LU1, Preserve and Enhance Woodside as a Scenic, Rural Residential Community: Preserve the visual resources of the community, including important vistas, such as those of the western hillsides as seen from the valley below, and those of the valley as seen from the hillsides.
- B. Land Use Policy LU1.2.3, Limit Intensity of Development: Property shall be developed with minimum disturbance to the natural terrain. The natural environment and rural character of the Town should be retained or restored as much as possible to (3) minimize grading and alteration of natural land forms.
- C. Land Use Policy LU1.2.4, Limit Intensity of Development: Property shall be developed with minimum disturbance to the natural terrain. The natural environment and rural character of the Town should be retained or restored as much as possible to (4) manage intensity of use of individual parcels and buildings by considering health and safety, impacts on adjoining properties from noise, traffic, night lighting, or other disturbing conditions, and protection of natural land characteristics.

WHEREAS, the Town Council finds that the adoption of this ordinance is exempt from the California Environmental Quality Act ("CEQA"); pursuant to Section 15061(b)(3) (no possibility that the activity may have a significant impact on the environment), of the CEQA Guidelines (Title 14, Chapter 3 of the California Code of Regulations);

NOW THEREFORE, IT IS HEREBY ORDAINED by the Town Council of the Town of Woodside to amend the Woodside Municipal Code as follows:

SECTION ONE: The Town Council finds that the Municipal Code amendments set forth herein is consistent with the General Plan of the Town of Woodside and is required for the public convenience and to achieve the health, safety, and welfare of the Town of Woodside.

SECTION TWO: Chapter 153, Zoning, of the Woodside Municipal Code is hereby amended pursuant to **Exhibit A**.

SECTION THREE: In the event that any provision of this ordinance is in conflict with any other ordinances of the Town of Woodside or the Woodside Municipal Code, the provisions of this ordinance shall prevail.

SECTION FOUR: If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this Ordinance or any part thereof is for any reason held to be unconstitutional or invalid, or ineffective by any court of competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portions of the Ordinance or any part thereof. The Town Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase thereof irrespective of the fact that any one or more sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases be declared unconstitutional or invalid or ineffective.

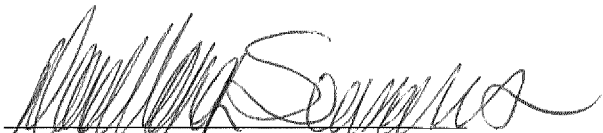
SECTION FIVE: Pursuant to Section 36937 of the Government Code of the State of California, the Ordinance shall take effect and be in full force and effect thirty (30) days after its final passage.

SECTION SIX: The Town Clerk shall cause this Ordinance to be published in accordance with the requirements of Section 36933 of the Government Code of the State of California.

* * * * *

I, the undersigned, hereby certify that the foregoing Ordinance is a full, true and correct copy of Ordinance No. 2018- 596 of the Town of Woodside entitled as above; that it was introduced on the 11th of September, 2018, and was passed and adopted by the Town Council on the 25th of September, 2018, by the following vote:

AYES,	Councilmembers:	Gordon, Kasten, Livermore, Tanner, Yost, and Mayor Shaw
NOES,	Councilmembers:	None
ABSENT,	Councilmembers:	None
ABSTAIN,	Councilmembers:	None


Clerk of the Town of Woodside

APPROVED:



Mayor of the Town of Woodside

Attachment
Exhibit A

EXHIBIT A

I. DEFINITION SECTION CLEANUP

WMC §153.005 DEFINITIONS.

BAY WINDOW. Any window projecting from the principal exterior Wall surface of a Building that is raised at least 12 inches above the finished floor of the Story where it is located.

DORMER. An architectural element that projects from a sloping roof; is recessed at least 12 inches from the exterior wall below; and, does not rise above the overall roof ridge.

~~***GUEST HOUSE.*** A separate, detached, self-contained residence for the Use of Guests, Family members, Caretakers, or Servants.~~

LOT AREA, NET. The Lot Area, as defined in WMC §153.005, excluding all areas with slopes in excess of 35%.

PLANNING DIRECTOR. The Director of the Planning Department of the Town of Woodside, California, or the designee of the Director.

~~***SECOND DWELLING UNIT.*** An accessory detached, attached, or internal Dwelling unit, for rental purposes only, which contains provisions for living, sleeping, eating, cooking, and sanitation, located on the same Lot or Parcel as the principal Dwelling unit.~~

~~***SERVANT.*** A person whose primary occupation is the performance of domestic services.~~

WMC §153.602 DEFINITIONS AND ACRONYMS.

PLANNING DIRECTOR. The Director of the Planning Department of the Town of Woodside, California, or ~~his or her~~ the designee of the Director.

STRUCTURE. Anything constructed or erected that requires location on the ground or attached to something having location on the ground, but not including Outdoor Fixtures or hardscape. Examples of a Structure include, but are not necessarily limited to, any dwelling, building, ~~second accessory dwelling unit~~, garage, carport, tool house, ~~guest house~~, green house, pool house, satellite dish Antenna, solar collector panel, tree house or other play Structure, swimming pool, tennis court, play court, and deck. For purposes of this Section, the definition of "Structure" does not include Utility Poles or any other pole or Structure otherwise defined within this Section 153.602.

WMC §151.05 DEFINITIONS.

PLANNING DIRECTOR. The ~~Planning~~ Director of the Planning Department of the Town of Woodside, California, or the designee of the Director.

II. CODE CLARIFICATIONS AND TABLE CLEANUP

WMC §153.209 PAVED AREA AND SURFACE COVERAGE.

...

(B) *Measurement of Paved Area and Surface Coverage.*

...

(2) The following features or designated portions thereof shall not count towards the maximum permitted Paved Area and Surface Coverage for each zoning district:

...
(c) Up to 2,500 square feet for each required fire truck turnaround or required fire truck driveway turnout, or the size of the required fire turnaround or turnout, whichever is less.

WMC §153.206 FLOOR AREA.

...
(B) *Measurement of Floor Area.*

...
TABLE F-1: Floor Area Exclusions and Credits

<i>Feature</i>	<i>Multiplier</i>
<p>For one-story One-story portions of main residences:</p> <ul style="list-style-type: none"> - up to 600 square feet of Footprint area that would otherwise have a Floor Area multiplier of either (i) more than 1.0 but less than 1.5 shall have its multiplier reduced to 1.0, or (ii) greater than 1.5 shall have its multiplier reduced by 0.5. <p><u>Clarification 1: Basements/daylight basements shall not be counted as stories in determining what constitutes one-story portions.</u></p> <p><u>Clarification 2: Stairwells are considered two-story elements, except when they only provide access to the main floor, from a Basement.</u></p>	
<p>Attic spaces:</p> <ul style="list-style-type: none"> - are spaces within the roof structure of a Building and usually do not count toward Floor Area, except when associated roof pitches exceed 12:12, <u>per Table F.</u> 	See Table F
Garages and Carports: attached and detached	≥1.00
<p>Covered Decks/pPorches/pPatios/bBalconies:</p> <ul style="list-style-type: none"> - covered with a roof, eave, overhang of an upper Story, or another Deck, that does not extend beyond 8 feet from the Structure and is not enclosed except for exterior Walls of the Structure - covered with a roof, eave, overhang of an upper Story, or another Deck that does extend beyond 8 feet from the Structure (only that portion that extends beyond 8 feet counts) - covered with a Trellis or lattice <u>other covering that is at least 50% open</u> <p><u>Clarification 3: Solid or Latticework Walls, screens, glass or glazing shall constitute exterior Walls.</u></p> <p><u>Clarification 4: The Footprint of a Barn, Stable, or covered Equestrian Riding Arena shall be measured to the support posts of any covered areas.</u></p>	<p>0.00</p> <p>≥1.00</p> <p>0.00</p>
<p>Eaves:</p> <ul style="list-style-type: none"> - up to 8 feet from the Structure - any portion extending beyond 8 feet from the Structure 	<p>0.00</p> <p>≥1.00</p>

<p>Basements:</p> <ul style="list-style-type: none"> - areas of Basements that are below exterior Grade shall not count toward Floor Area - areas of Basements that are above exterior Grade that contribute to Plate heights will add Floor Area to a Structure, as defined by Table F; 	<p>0.00 See Table F ≥1.00</p>
<p>Bay Windows:</p> <ul style="list-style-type: none"> - up to 25 square feet for each Bay Window - greater than 25 square feet or exceeding one Story in Height (only that portion in excess of 25 square feet and/or one Story would count) 	<p>0.00 ≥1.00</p>
<p>Dormers:</p> <ul style="list-style-type: none"> - up to 25 square feet of an individual dormer - greater than 25 square feet of an individual dormer <p><u>Clarification 5: If the total length of dormers on a roof section is more than 30% of the length of that roof section, Floor Area of the Building shall be calculated based on Plate heights measured to the dormers, per Table F.</u></p>	<p>0.00 ≥1.00 See Table F</p>
<p>Chimneys and fireplaces shall be counted as normal Floor Area, per Table F.</p> <p><u>Clarification 6: Freestanding fireplaces shall not be counted as Floor Area.</u></p> <p><u>Clarification 7: The Plate Height of the adjacent Building Wall shall be used to calculate the Floor Area of a chimney.</u></p>	<p>See Table F ≥1.00</p>
<p>Stairwells are counted for each floor and counted as normal Floor Area, per Table F.</p>	<p>See Table F ≥1.00</p>
<p><u>Feature walls, walls which exceed the 6-foot height limit for Fences and Walls and/or are attached to a Building, shall be counted as normal Floor Area, per Table F.</u></p>	<p>≥1.00</p>

§ 153.911 EVALUATION CRITERIA.

The evaluation criteria for design reviews by the Architectural and Site Review Board and Planning Commission of proposed development, plans for Buildings and other Structures, and landscape plans are as follows:

SECTION 1: COMMUNITY CHARACTER.

...

SECTION 2: SITE PLANNING.

...

SECTION 3: BUILDING DESIGN.

...

SECTION 4: LANDSCAPE ELEMENTS.

...

SECTION 5: NON-RESIDENTIAL DEVELOPMENT.

1. In addition to Sections 1-4 above, ~~the Architectural and Site Review Board shall further review~~ Non-Residential Development shall be further reviewed, to determine:
 - a. Whether the design promotes harmonious transition in scale and character in areas between different designated land uses;
 - b. Whether the project expresses an appropriate sense of identity with its function; and,

- c. Whether the design and placement of Sign(s) and/or graphics are consistent with §§ 153.501 through 153.506.

§ 153.912 REQUIRED REVIEW.

...

TABLE Q: Required Reviewing Bodies

	Staff	Architectural and Site Review Administrator	Architectural and Site Review Board		Planning Commission
			Conceptual	Formal	
Within Scenic Corridors and Western Hills:					
Less than or equal to 1,000 square feet, if no Planning Commission entitlement is required		X			
Less than or equal to 1,000 square feet, if a Planning Commission entitlement is required		X			X
Greater than 1,000 square feet, if no Planning Commission entitlement is required	X		X	X	
Greater than 1,000 square feet, if a Planning Commission entitlement is required	X		X	X	X
All building locations located on ridge lines visible from the highways and Roads set forth in division (A) above of this section, <u>if no Planning Commission entitlement is required</u>	X		X	X	
All building locations located on ridge lines visible from the highways and Roads set forth in division (A) above of this section, <u>if a Planning Commission entitlement is required</u>	<u>X</u>		<u>X</u>	<u>X</u>	<u>X</u>
Outside of Scenic Corridors and Western Hills					
Less than 2,000 square feet and less than 30% maximum TFA, and consistent with the Residential Design Guidelines, if no Planning Commission entitlement is required	X				
Less than 2,000 square feet and less than 30% maximum TFA, and consistent with the Residential Design Guidelines, if a Planning Commission entitlement is required	X				X
Greater than 2,000 square feet or greater than 30% maximum TFA, if no Planning Commission entitlement is required	X		X	X	
Greater than 2,000 square feet or greater than 30% maximum TFA, if a Planning Commission entitlement is required	X		X	X	X
Other:					
Accessory Dwelling Unit, if no Planning Commission entitlement is required (§ 153.107)	X				
Accessory Dwelling Unit, if a Planning Commission entitlement is required	X				X
All single-family residences and <u>Manufactured Housing</u> (Mobile Homes) within the OS District, but limited to: (a) Roof overhangs; (b) Roofing materials; and (c) Siding materials.	X		X	X	

	Staff	Architectural and Site Review Administrator	Architectural and Site Review Board		Planning Commission
			Conceptual	Formal	
<u>if no Planning Commission entitlement is required.</u> In reviewing Structures within the OS District, the prevailing architectural character of the surrounding community shall be considered					
<u>All single-family residences and Manufactured Housing (Mobile Homes) within the OS District, but limited to:</u> (a) <u>Roof overhangs;</u> (b) <u>Roofing materials; and</u> (c) <u>Siding materials.</u> <u>if a Planning Commission entitlement is required.</u> In reviewing Structures within the OS District, the prevailing architectural character of the surrounding community shall be considered.	X		X	X	X
All building locations within proposed Subdivisions, pursuant to Chapter 152, Subdivisions	X			X	X
Landscape Plans required in conjunction with new Structures greater than 2,000 square feet or building Additions resulting in an increase of more than 30% of the square footage of a Building or Structure	X		X		
Gates and Entry Features (§ 153.212), if no Planning Commission entitlement is required		X			
Gates and Entry Features (§ 153.212), if a Planning Commission entitlement is required		X			X
Fences, not exempted by § 153.212, if no Planning Commission entitlement is required		X			
Fences, not exempted by § 153.212, if a Planning Commission entitlement is required		X			X
Outdoor Lighting, pursuant to § 153.213(E), if no Planning Commission entitlement is required		X			
Outdoor Lighting, pursuant to § 153.213(E), if a Planning Commission entitlement is required		X			X
Any project in the CC District, if no Planning Commission entitlement is required	X		X	X	
Any project in the CC District, if a Planning Commission entitlement is required	X		X	X	X
All Public and semipublic Buildings, including churches in all areas of the Town	X		X	X	
Signs in the CC District, if no Planning Commission entitlement is required <u>Note: Does not apply to signs permitted as specified in WMC §§153.502 and 153.503</u>		X			
Signs in the CC District, if a Planning Commission entitlement is required		X			X

	<i>Staff</i>	<i>Architectural and Site Review Administrator</i>	<i>Architectural and Site Review Board</i>		<i>Planning Commission</i>
			<i>Conceptual</i>	<i>Formal</i>	
<u>Note: Does not apply to signs permitted as specified in WMC §§153.502 and 153.503</u>					
<u>Signs advertising permitted nonconforming Uses in the residential districts, pursuant to WMC §153.502(C), if no Planning Commission entitlement is required</u>				<u>X</u>	
<u>Signs advertising permitted nonconforming Uses in the residential districts, pursuant to WMC §153.502(C), if a Planning Commission entitlement is required</u>				<u>X</u>	<u>X</u>
Delegation of Authority: All other areas, Uses, and Structures upon referral by the Council, Planning Commission, or Planning Director when, in their judgment, the project may have a significant effect upon the aesthetic or functional character of the Town or surrounding properties. The level of review shall be determined by the referring body.	X	X	X	X	X
<u>All MFRD development, other than Alterations/ improvements deemed to be minor by the Planning Director and not visible from a Scenic Corridor, in the Canada College Residential Overlay Zone</u>	<u>X</u>		<u>X</u>	<u>X</u>	<u>X</u>
<u>All MFRD Alterations/ improvements deemed to be minor by the Planning Director, and not visible from a Scenic Corridor in the Cañada College Residential Overlay Zone, if no Planning Commission entitlement is required</u>	X				
<u>All MFRD development, other than Alterations/ improvements deemed to be minor by the Planning Director and not visible from a Scenic Corridor, in the Canada College Residential Overlay Zone</u>	<u>X</u>		<u>X</u>	<u>X</u>	<u>X</u>
<u>Any Professional Stables application that includes the construction of new structures, pursuant to § 115.17(B)(13)</u>			X	X	X
Projects not exempt from CEQA (Architectural and Site Review Administrator or ASRB review shall be determined based on scope of project)					X

§ 153.913 DESIGN REVIEW.

(A) Conceptual Design Review.

...

(B) Formal Design Review.

...

(C) Architectural and Site Review Administrator Review. All projects requiring Architectural and Site Review Administrator review shall follow the submittal requirements on file with Planning Department.

(D) Staff Review. All projects requiring design review by staff, only, shall follow the submittal requirements on file with Planning Department.

§ 153.915 ACTIONS ON DESIGN REVIEWBY THE ARCHITECTURAL AND SITE REVIEW BOARD AND PLANNING COMMISSION.

(A) Conceptual Design Review.

...

(B) Formal Design Review. The Architectural and Site Review Board, staff, and/or Planning Commission, if applicable, shall review projects for Formal Design Review. The Architectural and Site Review Board or staff shall recommend the approval or disapproval of a design proposal to the Planning Director, and/or the Planning Commission, if applicable. The decision making authority shall approve or deny a design proposal, as submitted or suggest modifications or impose conditions, all in accordance with the standards contained in this subchapter and such additional standards as may be adopted from time to time. If after receipt of a recommendation from the Architectural and Site Review Board or staff, the Planning Director or Planning Commission, if applicable, can find significant conformance with the following four Evaluation Criteria in division (E) of this section, the project can be approved with Conditions of Approval.

(C) Architectural and Site Review Administrator Review. The Architectural and Site Review Administrator shall review projects, pursuant to WMC §153.912, Table Q. The Architectural and Site Review Administrator shall approve or deny a design proposal, as submitted or suggest modifications or impose conditions, all in accordance with the standards contained in this subchapter and such additional standards as may be adopted from time to time.

(D) Evaluation Criteria.

(1) Community character.

...

(2) Site planning.

...

(3) Building design.

...

(4) Landscape elements.

...

(5) Non-residential development.

That, in addition to (D)1-4 of this section, the non-residential development promotes harmonious transition in scale and character in areas between different designated land uses; expresses an appropriate sense of identity with its function; and, that the design and placement of Signs and/or graphics are consistent with §§ 153.501 through 153.506.

III. CODE AMENDMENTS

WMC §153.005 DEFINITIONS.

ACCESSORY DWELLING UNIT (ADU). An attached or a detached residential Dwelling unit which provides complete ~~Independent~~ ~~Living~~ ~~Facilities~~ for one or more persons. It shall include a Kitchen and permanent provisions for living, sleeping, eating, cooking, and sanitation on the same Parcel as the Single-Family Dwelling is situated. An Accessory Dwelling Unit also includes the following:

(1) An efficiency unit, as defined in Section 17958.1 of the Health and Safety Code.

(2) A Manufactured Home, as defined in Section 18007 of the Health and Safety Code.

INDEPENDENT LIVING FACILITIES. Any Dwelling that has dedicated exterior access. Interior access and light wells accessed by ladder, only, shall not be considered dedicated exterior access.

KITCHEN. A portion of a Dwelling designed and used for food preparation and food storage, and equipped with a sink and appliances such as—, a permanent stove/conventional oven that complies with applicable Building Codes, and other appliances, such as a refrigerator.

WET BAR. A countertop equipped with running water and a sink that does not include a permanent stove/conventional oven, but may include appliances such as a refrigerator or a dishwasher.

153.900 PROCEDURES

WMC §153.909 STORY POLES.

Upon the determination that an application requiring a public hearing is complete, the applicant shall install story poles that reasonably indicate the building Footprint, plate heights, roof ridges, and Setbacks of each proposed structure or addition. Story poles are not required for Architectural and Site Review Board Conceptual Design Review hearings, pursuant to WMC §153.913(A).

(A) Construction. Story poles shall be constructed using poles or wood and brightly colored ribbon, netting, or flags that are at least 6 inches wide. All story poles shall be erected to withstand weather and remain standing through the scheduled meeting date, any subsequent public hearings, and the associated appeal period.

(B) Applicability. Story poles shall be installed for all proposed structures and additions. Pools, vehicle gates, new driveway cuts, and minor structures, such as a freestanding Trellis, shall be represented using stakes and brightly colored ribbons. Story poles shall not be required for wireless communication facilities, described in WMC §153.600.

(C) Timing. All story poles and staking shall be installed 10 days prior to the public hearing in which the application is reviewed. Story poles shall be maintained through the scheduled meeting date, any subsequent public hearings, and the associated appeal period. Story poles shall be removed no later than 14 days after the appeal period ends.

(D) Exceptions. Exceptions to this section may be granted by the Planning Director, when he or she determines that story poles would pose a potentially pervasive safety risk to the general public (e.g., story poles at an active fire station).

IV. CORRECTING CODIFICATION ERRORS

WMC §153.208 HEIGHT.

(A) Height requirements.

(1) Table I-1 through I-3 set forth the basic Height requirements which apply to all zoning districts. Such basic regulations are further defined and supplemented by the additional requirements and exceptions set forth in this section.

Table I-1: Height Requirements in Residential Zone Districts

<i>Zone District</i>	<i>Buildings (Permitted and Conditional)</i>	<i>Barns and Stables</i>	<i>Covered Equestrian Riding Arenas</i>	<i>Accessory Structures</i>	<i>Accessory Structure Plate Height (Not applicable to Barns, Stables, or covered Equestrian Riding Arenas)</i>
R-1	28 feet	24 feet	30 feet	17 feet	11 feet
SR	30 feet	24 feet	30 feet	17 feet	11 feet
RR	30 feet	24 feet	30 feet	17 feet	11 feet
SCP-5	30 feet	24 feet	30 feet	17 feet	11 feet
SCP-7.5	30 feet	24 feet	30 feet	17 feet	11 feet
SCP-10	30 feet	24 feet	30 feet	17 feet	11 feet

Table I-2: Height Requirements in Open Space Zone Districts

<i>Zone District</i>	<i>Buildings (Permitted and Conditional)</i>	<i>Barns and Stables</i>	<i>Covered Equestrian Riding Arenas</i>	<i>Accessory Structures</i>	<i>Accessory Structure Plate Height (Not applicable to Barns, Stables, or covered Equestrian Riding Arenas)</i>
OSH	24 feet	N/A	30 feet	17 feet	11 feet
OSRL	24 feet	24 feet	30 feet	17 feet	11 feet
OSRM	24 feet	24 feet	30 feet	17 feet	11 feet
OSN	24 feet	24 feet	30 feet	17 feet	11 feet
OSM	24 feet	24 feet	N/A	17 feet	11 feet

Table I-3: Height Requirements in the Community Commercial Zone District

<i>Zone District</i>	<i>Buildings (Permitted and Conditional)</i>	<i>Barns and Stables</i>	<i>Covered Equestrian Riding Arenas</i>	<i>Accessory Structures</i>	<i>Accessory Structure Plate Height (Not applicable to Barns, Stables, or covered Equestrian Riding Arenas)</i>
CC	25 feet ¹²	N/A	N/A	17 feet	11 feet

1 See § 153.208(A)(2) of the Woodside Mun. Code

2 See § 153.048208(A)(3) of the Woodside Mun. Code for Height limits in the Town Center Area

WMC §153.208 HEIGHT.

...

(D) *Exceptions to Height requirements: Discretionary.*

(1) The Planning Commission may approve a 35-foot Height limit for the main residence, as an exception to the provisions of this section, provided all the following findings are made:

- (a) The Lot size is 150% or more of the minimum Lot size required in the applicable zoning district;
- (b) The Building Setbacks are a minimum of 100 feet or more from all property lines; and
- (c) The additional Height will not obstruct the view from public or private Roads or neighboring properties.

WMC §151.22 ACTION ON APPLICATIONS.

...

(B) *Grading work in excess of 1,500 cubic yards, and Cuts and Fills exceeding eight feet, require a Grading Exception.* Grading in excess of § 151.22(A)(1), Site Grading, is considered substantial in terms of policies contained in the General Plan, and shall require a Grading Exception. Where the aggregate volume of Grading on any Site pursuant to §§ 151.20(A)(1) through 151.20(A)(4)(10) is in excess of 1,500 cubic yards, or the proposed Cuts and Fills exceed eight feet in height at any point, the following procedure shall be followed:

(1) *Referral to Town staff.* The application shall be referred for review to the Town Engineer and the Planning Director and the Town Geologist if deemed necessary by the Town Engineer or Planning Director.

§ 153.211 ACCESSORY DWELLING UNITS.

All Accessory Dwelling Units, whether internal, attached to, or detached from the Main Dwelling unit, shall conform to the following requirements:

(A) Requirements applicable to all Accessory Dwelling Units:

(1) *Building and Fire Safety.* Conformance with all applicable building, housing, zoning, and site development laws, codes, and regulations shall be required, as applicable to Accessory Dwelling Units. Accessory Dwelling Units shall not be required to provide fire sprinklers if they are not required for the primary residence and may employ alternative methods for fire protection.

(2) *Parking and Driveway Access.* Off-road parking spaces shall be provided in accordance with the requirements of §§ 153.221 through 153.225, as applicable to Accessory Dwelling Units; and specifically as follows:

(a) *Parking Requirements.* Parking requirements for Accessory Dwelling Units shall be one parking space per Accessory Dwelling Unit. Off-street parking shall be permitted in Setback areas in locations determined by the Town, or through tandem parking, unless specific findings are made that parking in Setback areas or tandem parking is not feasible based upon specific site or regional topographic or fire and life safety conditions.

(b) *Parking Waiver.* Parking is not required in the following instances:

1. The Accessory Dwelling Unit is located within one-half mile of public transit, including transit stations and bus stations;
2. The Accessory Dwelling Unit is located within an architecturally and historically significant historic district;
3. The Accessory Dwelling Unit is part of the existing primary residence or an existing Accessory Structure;
4. The Accessory Dwelling Unit is located in an area where parking permits are required, but are not offered to the occupant of the Accessory Dwelling Unit; or
5. The Accessory Dwelling Unit is located within one block of a car share vehicle.

(c) *Replacement Parking:* When a Garage, Carport, or covered parking Structure is demolished or converted in conjunction with the construction of an Accessory Dwelling Unit, the Town requires that those parking spaces be replaced. The replacement spaces may be located in any configuration on the same Lot as the Accessory Dwelling Unit, including but not limited to, as covered spaces, uncovered spaces, or tandem spaces, or by the use of mechanical automobile parking lifts.

(d) Baseline Parking: Regardless of the parking requirement for any Accessory Dwelling Unit, the parking requirement for the main residence must be met to develop any Accessory Dwelling Unit.

(e) Driveway Access. Any Lots that have two or more existing permitted Driveways shall use the Principal Access Driveway as the primary access to any proposed Accessory Dwelling Unit. Any additional existing Driveways other than the Principal Access Driveway shall not be used as the primary access for any proposed Accessory Dwelling Unit. Pursuant to Municipal Code § 151.44, a Second Driveway Exception shall not be granted if the second Driveway is the primary access for a proposed Accessory Dwelling Unit.

(3) *Design Review.* All plans for Accessory Dwelling Units shall be subject to review and approval by the Planning Director. In addition, all plans for the new construction or exterior modification of Accessory Dwelling Units shall also, prior to the issuance of any permit, be subject to review according to § 153.912. In considering architectural review, the Planning Director shall be required to find that the Accessory Dwelling Units are subordinate to the Main Dwelling, and compatible with the neighboring property and Uses in Height, bulk, location, appearance, color, materials, and landscaping.

(4) *General Accessory Structure Regulations.* All requirements related to Accessory Buildings contained in this Chapter, including, but not limited to: Height, Setbacks, Floor Area, lot coverage, and landscaping shall apply.

(5) *Number of Accessory Dwelling Units Allowed.* No more than two Accessory Dwelling Units, including Accessory Dwelling Units in Barns, are permitted on a Parcel. For Parcels equal to or greater than 1.5 acres in size, a maximum of two Accessory Dwellings Units, whether attached or detached, shall be permitted. For Parcels equal to or greater than 1.0 acre in size, but less than 1.5 acres in size, a maximum of one detached and one attached Accessory Dwelling Units shall be permitted. For Parcels less than 1.0 acre in size, no more than one Accessory Dwelling Unit accessory living quarters, whether attached or detached, shall be permitted. In the R-1 District, no more than one Accessory Dwelling Unit is permitted, and detached Accessory Dwelling Units may only be permitted if the Lot Area is at least 20,000 square feet. Further restrictions apply to Efficiency Accessory Dwelling Units, see to § 153.912(C)(1).

TABLE L: Number of Accessory Dwelling Units Allowed

<u>Parcel Size or Zoning</u>	<u>Number of Accessory Dwelling Units Allowed</u>
<u>Equal to, or greater than, 1.5 acres</u>	<u>A maximum of two, whether attached or detached.</u>
<u>Equal to, or greater than, 1.0 acre; but less than 1.5 acres</u>	<u>A maximum of one detached and one attached.</u>
<u>Less than 1.0 acre</u>	<u>No more than one, whether attached or detached.</u>

In the R-1 District	No more than one, and detached may only be permitted if the Lot Area is at least 20,000 square feet.
---------------------	--

(6) *Attached Accessory Dwelling Units.* The Floor Area of an attached Accessory Dwelling Unit shall not exceed 50% of the size of the main residence, including the Accessory Dwelling Unit, or 1,500 square feet, whichever is less.

(7) *Detached Accessory Dwelling Units.* The Floor Area of a detached Accessory Dwelling Unit, including the Floor Area of any attached Garage, shall not exceed 1,500 square feet.

(8) *Basement Accessory Dwelling Units.* Basement area used for an Accessory Dwelling Unit, or a portion thereof, shall be limited to the unit sizes prescribed in divisions (A)(6) and (A)(7) of this section.

(9) *Rental Accessory Dwelling Units.* Accessory Dwelling Units which are rented shall not be rented for less than 30 consecutive days.

(10) *Existing Garages converted to Accessory Dwelling Units.* No Setback shall be required for an existing Garage that is converted to an Accessory Dwelling Unit, and a Setback of no more than 5 feet or the Setback of the existing Garage, whichever is greater, from the side and Rear Lot Lines shall be required for an Accessory Dwelling Unit that is constructed above a Garage, as long as access and egress requirements, as prescribed by the Building Code and Municipal Code Height requirements are met.

(11) *Processing Requirements:*

(a) *Accessory Dwelling Units within an Existing Structure.* An Accessory Dwelling Unit within an Existing Structure (including the primary Structure, attached or detached Garage, or other Accessory Structure) shall be permitted ministerially with a Building Permit, and within 120 days of application, in compliance with other standards within the Chapter, if complying with the following codes and requirements:

1. Building and safety codes;
2. Independent exterior access from the existing residence;
3. Sufficient Side and Rear Setbacks for fire safety, as set forth in the Building Code;
4. A minimum 5' Setback for a second-story Accessory Dwelling Unit above an existing nonconforming garage; and,
5. Construction of a new access stair a minimum of five feet from the side or rear property line, or the existing setback, whichever is greater, to access a new ADU built above an existing, legal nonconforming garage is allowed. Additionally, the Planning Director will review the design of such an access stair to ensure that: an access stair cannot be accommodated within

the existing nonconforming garage because it would reduce the parking in the garage to less than two spaces or would eliminate the only feasible required parking on site. An existing garage located at the required setback shall be allowed an access stair which may encroach a maximum of five feet into the required setback.

(b) *Denial.* In order to deny an Accessory Dwelling Unit, the Planning Director shall find that the Accessory Dwelling Unit would be detrimental to the public health and safety or would introduce unreasonable privacy impacts to the immediate neighbors.

(B) *Requirements applicable to Accessory Dwelling Units within Barns.* In addition to the requirements applicable to all Accessory Dwelling Units, any such Accessory Dwelling Units located within Barns shall conform to the following additional requirements:

(1) No more than one Accessory Dwelling Unit within a Barn shall be permitted on a Parcel with the following exception: up to two Accessory Dwelling Units may be permitted within a Barn located on a property containing a Town-approved Professional Stable. Such additional Accessory Dwelling Units shall only be permitted after approval of a Conditional Use permit by the Planning Commission, in accordance with applicable Conditional Use permit procedures.

(2) The Floor Area of the Accessory Dwelling Unit within a Barn shall be no greater than 50% of the Footprint area of the barn, or 1,200 square feet, whichever is less.

(3) The Accessory Dwelling Unit and the Barn shall contain an automatic fire sprinkler system, and the Accessory Dwelling Unit shall be separated from the other portions of the Barn with a one-hour firewall, in accordance with the Town's Building Code.

(4) An Accessory Dwelling Unit in a Barn may be located on either a first or second floor, of that portion of the barn that adheres to required setbacks.

(Ord. 2017-589, effective 8-24-17; and Ord. 2018-593, effective 4-26-18)

(C) *Requirements applicable to Efficiency Accessory Dwelling Units.* Efficiency Accessory Dwelling Units, a unit that is no more than 500 square feet in size and contained entirely within an existing single-family structure, shall be allowed the following provisions and shall conform to the following requirements:

(1) Only one Efficiency Accessory Dwelling Unit is allowed per lot.

(2) Owner occupancy is required in any residence that contains an Efficiency Accessory Dwelling Unit. The owner may reside in either the remaining portion of the structure or in the newly created Efficiency Accessory Dwelling Unit. Owner-occupancy shall not be required if the owner is a governmental agency, land trust, or housing organization.

(3) An Efficiency Accessory Dwelling Unit shall be constructed within the existing walls of the structure, and shall include an existing bedroom.

(4) An Efficiency Accessory Dwelling Unit may include separate sanitation facilities, or may share sanitation facilities with the existing structure.

(5) An Efficiency Accessory Dwelling Unit shall include a separate entrance from the main entrance to the structure, with an interior entry to the main living area. An Efficiency Accessory Dwelling Unit may include a second interior doorway for sound attenuation.

(6) An Efficiency Accessory Dwelling Unit shall have an Efficiency Kitchen, which shall include all of the following:

- (a) A sink with a maximum waste line diameter of 1.5 inches;
- (b) A cooking facility with appliances that do not require electrical service greater than 120 volts, or natural or propane gas; and,
- (c) A food preparation counter and storage cabinets that are of reasonable size in relation to the size of the junior accessory dwelling unit.

(7) An Efficiency Accessory Dwelling Unit does not require additional parking, however, the main residence in which it is contained shall meet the Town parking requirement.

(8) This subdivision shall not be interpreted to prohibit the requirement of an inspection, including the imposition of a fee for that inspection, to determine whether the Efficiency Accessory Dwelling Unit is in compliance with applicable building standards.

(9) An application for a permit pursuant to this section shall, notwithstanding Section 65901 or 65906 or any local ordinance regulating the issuance of variances or special use permits, be considered ministerially, without discretionary review or a hearing. A permit shall be issued within 120 days of submission of an application for a permit pursuant to this section. A local agency may charge a fee to reimburse the local agency for costs incurred in connection with the issuance of a permit pursuant to this section.

(10) For the purposes of any fire or life protection ordinance or regulation an Efficiency Accessory Dwelling Unit unit shall not be considered a separate or new dwelling unit. This section shall not be construed to prohibit a city, county, city and county, or other local public entity from adopting an ordinance or regulation relating to fire and life protection requirements within a single-family residence that contains an Efficiency Accessory Dwelling Unit so long as the ordinance or regulation applies uniformly to all single-family residences within the zone regardless of whether the single-family residence includes an Efficiency Accessory Dwelling Unit or not.

(11) For the purposes of providing service for water, sewer, or power, including a connection fee, an Efficiency Accessory Dwelling Unit shall not be considered a separate or new dwelling unit.

(12) This section shall not be construed to prohibit a local agency from adopting an ordinance or regulation, related to parking or a service or a connection fee for water, sewer, or power, that applies to a single-family residence that contains an Efficiency Accessory Dwelling Unit, so long as that ordinance or regulation applies uniformly to all single-family residences regardless of whether the single-family residence includes an Efficiency Accessory Dwelling Unit.

EXHIBIT A

I. DEFINITION SECTION CLEANUP

WMC §153.005 DEFINITIONS.

BAY WINDOW. Any window projecting from the principal exterior Wall surface of a Building that is raised at least 12 inches above the finished floor of the Story where it is located.

DORMER. An architectural element that projects from a sloping roof; is recessed at least 12 inches from the exterior wall below; and, does not rise above the overall roof ridge.

LOT AREA, NET. The Lot Area, as defined in WMC §153.005, excluding all areas with slopes in excess of 35%.

PLANNING DIRECTOR. The Director of the Planning Department of the Town of Woodside, California, or the designee of the Director.

WMC §153.602 DEFINITIONS AND ACRONYMS.

PLANNING DIRECTOR. The Director of the Planning Department of the Town of Woodside, California, or the designee of the Director.

STRUCTURE. Anything constructed or erected that requires location on the ground or attached to something having location on the ground, but not including Outdoor Fixtures or hardscape. Examples of a Structure include, but are not necessarily limited to, any dwelling, building, accessory dwelling unit, garage, carport, tool house, green house, pool house, satellite dish Antenna, solar collector panel, tree house or other play Structure, swimming pool, tennis court, play court, and deck. For purposes of this Section, the definition of "Structure" does not include Utility Poles or any other pole or Structure otherwise defined within this Section 153.602.

WMC §151.05 DEFINITIONS.

PLANNING DIRECTOR. The Director of the Planning Department of the Town of Woodside, California, or the designee of the Director.

II. CODE CLARIFICATIONS AND TABLE CLEANUP

WMC §153.209 PAVED AREA AND SURFACE COVERAGE.

...

(B) *Measurement of Paved Area and Surface Coverage.*

...

(2) The following features or designated portions thereof shall not count towards the maximum permitted Paved Area and Surface Coverage for each zoning district:

...

(c) Up to 2,500 square feet for each required fire truck turnaround or required fire truck driveway turnout, or the size of the required fire turnaround or turnout, whichever is less.

WMC §153.206 FLOOR AREA.

...

(B) *Measurement of Floor Area.*

...

TABLE F-1: Floor Area Exclusions and Credits

<i>Feature</i>	<i>Multiplier</i>
One-story portions of main residences: - up to 600 square feet of Footprint area that would otherwise have a Floor Area multiplier of either (i) more than 1.0 but less than 1.5 shall have its multiplier reduced to 1.0, or (ii) greater than 1.5 shall have its multiplier reduced by 0.5. Clarification 1: Basements shall not be counted as stories in determining what constitutes one-story portions. Clarification 2: Stairwells are considered two-story elements, except when they only provide access to the main floor, from a Basement.	
Attic spaces: - are spaces within the roof structure of a Building and usually do not count toward Floor Area, except when associated roof pitches exceed 12:12, per Table F.	
Garages and Carports: attached and detached	≥1.00
Covered Decks/Porches/Patios/Balconies: - covered with a roof, eave, overhang of an upper Story, or another Deck, that does not extend beyond 8 feet from the Structure and is not enclosed except for exterior Walls of the Structure - covered with a roof, eave, overhang of an upper Story, or another Deck that does extend beyond 8 feet from the Structure (only that portion that extends beyond 8 feet counts) - covered with a Trellis or other covering that is at least 50% open Clarification 3: Solid or Latticework Walls, screens, glass or glazing shall constitute exterior Walls. Clarification 4: The Footprint of a Barn, Stable, or covered Equestrian Riding Arena shall be measured to the support posts of any covered areas.	0.00 ≥1.00 0.00
Eaves: - up to 8 feet from the Structure - any portion extending beyond 8 feet from the Structure	0.00 ≥1.00
Basements: - areas of Basements that are below exterior Grade shall not count toward Floor Area - areas of Basements that are above exterior Grade that contribute to Plate heights will add Floor Area to a Structure, as defined by Table F;	0.00 ≥1.00

Bay Windows: - up to 25 square feet for each Bay Window - greater than 25 square feet or exceeding one Story in Height (only that portion in excess of 25 square feet and/or one Story would count)	0.00 ≥ 1.00
Dormers: - up to 25 square feet of an individual dormer - greater than 25 square feet of an individual dormer Clarification 5: If the total length of dormers on a roof section is more than 30% of the length of that roof section, Floor Area of the Building shall be calculated based on Plate heights measured to the dormers, per Table F.	0.00 ≥ 1.00
Chimneys and fireplaces shall be counted as normal Floor Area, per Table F. Clarification 6: Freestanding fireplaces shall not be counted as Floor Area. Clarification 7: The Plate Height of the adjacent Building Wall shall be used to calculate the Floor Area of a chimney.	≥ 1.00
Stairwells are counted for each floor and counted as normal Floor Area, per Table F.	≥ 1.00
Feature walls, walls which exceed the 6-foot height limit for Fences and Walls and/or are attached to a Building, shall be counted as normal Floor Area, per Table F.	≥ 1.00

§ 153.911 EVALUATION CRITERIA.

The evaluation criteria for design review of proposed development, plans for Buildings and other Structures, and landscape plans are as follows:

SECTION 1: COMMUNITY CHARACTER.

...

SECTION 2: SITE PLANNING.

...

SECTION 3: BUILDING DESIGN.

...

SECTION 4: LANDSCAPE ELEMENTS.

...

SECTION 5: NON-RESIDENTIAL DEVELOPMENT.

1. In addition to Sections 1-4 above, Non-Residential Development shall be further reviewed, to determine:
 - a. Whether the design promotes harmonious transition in scale and character in areas between different designated land uses;
 - b. Whether the project expresses an appropriate sense of identity with its function; and,
 - c. Whether the design and placement of Sign(s) and/or graphics are consistent with §§ 153.501 through 153.506.

§ 153.912 REQUIRED REVIEW.

...

TABLE Q: Required Reviewing Bodies

		Staff	Architectural and Site Review Administrator	Architectural and Site Review Board		Planning Commission
				Conceptual	Formal	
Within Scenic Corridors and Western Hills:						
	Less than or equal to 300 square feet, if no Planning Commission entitlement is required	X				
	Less than or equal to 300 square feet, if a Planning Commission entitlement is required	X				X
	More than 300 square feet and less than or equal to 1,000 square feet, if no Planning Commission entitlement is required		X			
	More than 300 square feet and less than or equal to 1,000 square feet, if a Planning Commission entitlement is required		X			X
	Greater than 1,000 square feet, if no Planning Commission entitlement is required	X		X	X	
	Greater than 1,000 square feet, if a Planning Commission entitlement is required	X		X	X	X
	All building locations located on ridge lines visible from the highways and Roads set forth in division (A) above of this section, if no Planning Commission entitlement is required	X		X	X	
	All building locations located on ridge lines visible from the highways and Roads set forth in division (A) above of this section, if a Planning Commission entitlement is required	X		X	X	X
Outside of Scenic Corridors and Western Hills						
	Less than 2,000 square feet and less than 30% maximum TFA, and consistent with the Residential Design Guidelines, if no Planning Commission entitlement is required	X				
	Less than 2,000 square feet and less than 30% maximum TFA, and consistent with the Residential Design Guidelines, if a Planning Commission entitlement is required	X				X
	Greater than 2,000 square feet or greater than 30% maximum TFA, if no Planning Commission entitlement is required	X		X	X	
	Greater than 2,000 square feet or greater than 30% maximum TFA, if a Planning Commission entitlement is required	X		X	X	X
Other:						
	Accessory Dwelling Unit, if no Planning Commission entitlement is required (§ 153.107)	X				
	Accessory Dwelling Unit, if a Planning Commission entitlement is required	X				X
	All single-family residences and Manufactured Housing (Mobile Homes) within the OS District, but limited to:	X		X	X	

		<i>Staff</i>	<i>Architectural and Site Review Administrator</i>	<i>Architectural and Site Review Board</i>		<i>Planning Commission</i>
				<i>Conceptual</i>	<i>Formal</i>	
	(a) Roof overhangs; (b) Roofing materials; and (c) Siding materials, if no Planning Commission entitlement is required. In reviewing Structures within the OS District, the prevailing architectural character of the surrounding community shall be considered					
	All single-family residences and Manufactured Housing (Mobile Homes) within the OS District, but limited to: (a) Roof overhangs; (b) Roofing materials; and (c) Siding materials, if a Planning Commission entitlement is required. In reviewing Structures within the OS District, the prevailing architectural character of the surrounding community shall be considered.	X		X	X	X
	All building locations within proposed Subdivisions, pursuant to Chapter 152, Subdivisions	X			X	X
	Gates and Entry Features (§ 153.212), if no Planning Commission entitlement is required		X			
	Gates and Entry Features (§ 153.212), if a Planning Commission entitlement is required		X			X
	Fences, not exempted by § 153.212, if no Planning Commission entitlement is required		X			
	Fences, not exempted by § 153.212, if a Planning Commission entitlement is required		X			X
	Outdoor Lighting, pursuant to § 153.213(E), if no Planning Commission entitlement is required		X			
	Outdoor Lighting, pursuant to § 153.213(E), if a Planning Commission entitlement is required		X			X
	Any project in the CC District, if no Planning Commission entitlement is required	X		X	X	
	Any project in the CC District, if a Planning Commission entitlement is required	X		X	X	X
	All Public and semipublic Buildings, including churches in all areas of the Town	X		X	X	
	Signs in the CC District, if no Planning Commission entitlement is required Note: Does not apply to signs permitted as specified in WMC §§153.502 and 153.503		X			
	Signs in the CC District, if a Planning Commission entitlement is required Note: Does not apply to signs permitted as specified in WMC §§153.502 and 153.503		X			X

		<i>Staff</i>	<i>Architectural and Site Review Administrator</i>	<i>Architectural and Site Review Board</i>		<i>Planning Commission</i>
				<i>Conceptual</i>	<i>Formal</i>	
	Signs advertising permitted nonconforming Uses in the residential districts, pursuant to WMC §153.502(C), if no Planning Commission entitlement is required				X	
	Signs advertising permitted nonconforming Uses in the residential districts, pursuant to WMC §153.502(C), if a Planning Commission entitlement is required				X	X
	Delegation of Authority: All other areas, Uses, and Structures upon referral by the Council, Planning Commission, or Planning Director when, in their judgment, the project may have a significant effect upon the aesthetic or functional character of the Town or surrounding properties. The level of review shall be determined by the referring body.	X	X	X	X	X
	MFRD Alterations/ improvements deemed to be minor by the Planning Director, and not visible from a Scenic Corridor in the Cañada College Residential Overlay Zone, if no Planning Commission entitlement is required	X				
	All MFRD development, other than Alterations/ improvements deemed to be minor by the Planning Director and not visible from a Scenic Corridor, in the Canada College Residential Overlay Zone	X		X	X	X
	Any Professional Stable application that includes the construction of new structures, pursuant to § 115.17(B)(13)			X	X	X
	Projects not exempt from CEQA (Architectural and Site Review Administrator or ASRB review shall be determined based on scope of project)					X

§ 153.913 DESIGN REVIEW.

(A) Conceptual Design Review.

...

(B) Formal Design Review.

...

(C) Architectural and Site Review Administrator Review. All projects requiring Architectural and Site Review Administrator review shall follow the submittal requirements on file with Planning Department.

(D) Staff Review. All projects requiring design review by staff, only, shall follow the submittal requirements on file with Planning Department.

§ 153.915 ACTIONS ON DESIGN REVIEW.

(A) Conceptual Design Review.

...

(B) Formal Design Review. The Architectural and Site Review Board, staff, or Planning

Commission, if applicable, shall review projects for Formal Design Review. The Architectural and Site Review Board or staff shall recommend the approval or disapproval of a design proposal to the Planning Director, or the Planning Commission, if applicable. The decision making authority shall approve or deny a design proposal, as submitted or suggest modifications or impose conditions, all in accordance with the standards contained in this subchapter and such additional standards as may be adopted from time to time. If after receipt of a recommendation from the Architectural and Site Review Board or staff, the Planning Director or Planning Commission, if applicable, can find significant conformance with the Evaluation Criteria in division (D) of this section, the project can be approved with Conditions of Approval.

(C) Architectural and Site Review Administrator Review. The Architectural and Site Review Administrator shall review projects, pursuant to WMC §153.912, Table Q. The Architectural and Site Review Administrator shall approve or deny a design proposal, as submitted or suggest modifications or impose conditions, all in accordance with the standards contained in this subchapter and such additional standards as may be adopted from time to time.

(D) *Evaluation Criteria.*

(1) Community character.

...

(2) Site planning.

...

(3) Building design.

...

(4) Landscape elements.

...

(5) Non-residential development.

That, in addition to (D)1-4 of this section, the non-residential development promotes harmonious transition in scale and character in areas between different designated land uses; expresses an appropriate sense of identity with its function; and, that the design and placement of Signs and/or graphics are consistent with §§ 153.501 through 153.506.

III. CODE AMENDMENTS

WMC §153.005 DEFINITIONS.

ACCESSORY DWELLING UNIT (ADU). An attached or a detached residential Dwelling unit which provides complete Independent Living Facilities for one or more persons. It shall include a Kitchen and permanent provisions for living, sleeping, and sanitation on the same Parcel as the Single-Family Dwelling is situated. An Accessory Dwelling Unit also includes the following:

(1) An efficiency unit, as defined in Section 17958.1 of the Health and Safety Code.

(2) A Manufactured Home, as defined in Section 18007 of the Health and Safety Code.

INDEPENDENT LIVING FACILITIES. Any Dwelling that has dedicated exterior access. Interior access and light wells accessed by ladder, only, shall not be considered dedicated exterior access.

KITCHEN. A portion of a Dwelling designed and used for food preparation and food storage, and equipped with a sink, a permanent stove/conventional oven that complies with applicable Building Codes, and other appliances, such as a refrigerator.

WET BAR. A countertop equipped with running water and a sink that does not include a permanent stove/conventional oven, but may include appliances such as a refrigerator or a dishwasher.

153.900 PROCEDURES

WMC §153.909 STORY POLES.

Upon the determination that an application requiring a public hearing is complete, the applicant shall install story poles that reasonably indicate the building Footprint, plate heights, roof ridges, and Setbacks of each proposed structure or addition. Story poles are not required for Architectural and Site Review Board Conceptual Design Review hearings, pursuant to WMC §153.913(A).

(A) Construction. Story poles shall be constructed using poles or wood and brightly colored ribbon, netting, or flags that are at least 6 inches wide. All story poles shall be erected to withstand weather and remain standing through the scheduled meeting date, any subsequent public hearings, and the associated appeal period.

(B) Applicability. Story poles shall be installed for all proposed structures and additions. Pools, vehicle gates, new driveway cuts, and minor structures, such as a freestanding Trellis, shall be represented using stakes and brightly colored ribbons. Story poles shall not be required for wireless communication facilities, described in WMC §153.600.

(C) Timing. All story poles and staking shall be installed 10 days prior to the public hearing in which the application is reviewed. Story poles shall be maintained through the scheduled meeting date, any subsequent public hearings, and the associated appeal period. Story poles shall be removed no later than 14 days after the appeal period ends.

(D) Exceptions. Exceptions to this section may be granted by the Planning Director, when he or she determines that story poles would pose a potentially pervasive safety risk to the general public (e.g., story poles at an active fire station).

IV. CORRECTING CODIFICATION ERRORS

WMC §153.208 HEIGHT.

(A) *Height requirements.*

(1) Table I-1 through I-3 set forth the basic Height requirements which apply to all zoning districts. Such basic regulations are further defined and supplemented by the additional requirements and exceptions set forth in this section.

Table I-1: Height Requirements in Residential Zone Districts

<i>Zone District</i>	<i>Buildings (Permitted and Conditional)</i>	<i>Barns and Stables</i>	<i>Covered Equestrian Riding Arenas</i>	<i>Accessory Structures</i>	<i>Accessory Structure Plate Height (Not applicable to Barns, Stables, or covered Equestrian Riding Arenas)</i>
R-1	28 feet	24 feet	30 feet	17 feet	11 feet
SR	30 feet	24 feet	30 feet	17 feet	11 feet
RR	30 feet	24 feet	30 feet	17 feet	11 feet
SCP-5	30 feet	24 feet	30 feet	17 feet	11 feet
SCP-7.5	30 feet	24 feet	30 feet	17 feet	11 feet
SCP-10	30 feet	24 feet	30 feet	17 feet	11 feet

Table I-2: Height Requirements in Open Space Zone Districts

<i>Zone District</i>	<i>Buildings (Permitted and Conditional)</i>	<i>Barns and Stables</i>	<i>Covered Equestrian Riding Arenas</i>	<i>Accessory Structures</i>	<i>Accessory Structure Plate Height (Not applicable to Barns, Stables, or covered Equestrian Riding Arenas)</i>
OSH	24 feet	N/A	30 feet	17 feet	11 feet
OSRL	24 feet	24 feet	30 feet	17 feet	11 feet
OSRM	24 feet	24 feet	30 feet	17 feet	11 feet
OSN	24 feet	24 feet	30 feet	17 feet	11 feet
OSM	24 feet	24 feet	N/A	17 feet	11 feet

Table I-3: Height Requirements in the Community Commercial Zone District

<i>Zone District</i>	<i>Buildings (Permitted and Conditional)</i>	<i>Barns and Stables</i>	<i>Covered Equestrian Riding Arenas</i>	<i>Accessory Structures</i>	<i>Accessory Structure Plate Height (Not applicable to Barns, Stables, or covered Equestrian Riding Arenas)</i>
CC	25 feet ¹²	N/A	N/A	17 feet	11 feet
1 See § 153.208(A)(2) of the Woodside Mun. Code					
2 See § 153.208(A)(3) of the Woodside Mun. Code for Height limits in the Town Center Area					

WMC §153.208 HEIGHT.

...

(D) Exceptions to Height requirements: Discretionary.

(1) The Planning Commission may approve a 35-foot Height limit for the main residence, as an exception to the provisions of this section, provided all the following findings are made:

- (a) The Lot size is 150% or more of the minimum Lot size required in the applicable zoning district;
- (b) The Building Setbacks are a minimum of 100 feet or more from all property lines; and
- (c) The additional Height will not obstruct the view from public or private Roads or neighboring properties.

WMC §151.22 ACTION ON APPLICATIONS.

...

(B) *Grading work in excess of 1,500 cubic yards, and Cuts and Fills exceeding eight feet, require a Grading Exception.* Grading in excess of § 151.22(A)(1), Site Grading, is considered substantial in terms of policies contained in the General Plan, and shall require a Grading Exception. Where the aggregate volume of Grading on any Site pursuant to §§ 151.20(A)(1) through 151.20(A)(10) is in excess of 1,500 cubic yards, or the proposed Cuts and Fills exceed eight feet in height at any point, the following procedure shall be followed:

(1) *Referral to Town staff.* The application shall be referred for review to the Town Engineer and the Planning Director and the Town Geologist if deemed necessary by the Town Engineer or Planning Director.