CITY OF HALF MOON BAY

SINGLE-FAMILY RESIDENTIAL DESIGN GUIDELINES

ADOPTED JUNE 2, 2015
ACKNOWLEDGMENTS

HALF MOON BAY CITY COUNCIL
Marina Fraser - Mayor
Rick Kowalczyk - Vice Mayor
John Muller
Deborah Penrose
Debbie Ruddock
Alan Alifano (former)
Naomi Patridge - Mayor Emeritus

HALF MOON BAY PLANNING COMMISSION
Les Deman - Chair
Tom Roman - Vice Chair
Tom Conroy
John Evans
Rick Hernandez
Patric Bo Jonsson (former)
Phil Rosenblatt (former)

CITY MANAGER
Magda Gonzalez

COMMUNITY DEVELOPMENT STAFF
Dante Hall - Community Development Director
Bruce Ambo, AICP - Planning Manager
Carol Hamilton - Senior Planner
Scott Phillips - Associate Planner

CONSULTANT
Geoff I. Bradley, AICP - Principal
Dave Javid, AICP, LEED AP - Project Manager
Jacqueline Vance - Assistant Planner
Blaze Syka - Assistant Planner
CHAPTER 1
INTRODUCTION
A. PURPOSE AND APPLICABILITY 3
B. OBJECTIVES 4
C. RELATIONSHIP TO CITY REGULATIONS 5
D. SUSTAINABILITY DESIGN GUIDELINES 6

CHAPTER 2
SITE PLANNING & DESIGN
A. NEIGHBORHOOD CONTEXT/FIT 10
SITING 10
BUILDING ORIENTATION 13
GARAGE PLACEMENT 14
VIEWS CORRIDORS 15

CHAPTER 3
BUILDING DESIGN
A. MASSING AND SCALE 20
BUILDING FORMS 20
ROOF FORMS 22
SECOND-FLOOR MASSING 24
B. BUILDING ARTICULATION 25
FAÇADE ARTICULATION 25
ENTRIES, DOORS, AND WINDOWS 26
MATERIALS AND COLORS 28
LIGHTING 29
PARKING AND GARAGE DESIGN 30
C. PRIVACY 31
BUILDING DESIGN 31
WINDOWS 32
D. SECOND UNITS & ACCESSORY STRUCTURES 33
SECOND UNITS & ACCESSORY STRUCTURES 33

CHAPTER 4
LANDSCAPING & FENCING
A. LANDSCAPING 38
LANDSCAPING DESIGN 38
B. FENCING 41
FENCING DESIGN 41

APPENDIX A
RELATIONSHIP TO CITY & COUNTY DOCUMENTS & RESOURCES 43
“Architecture is a visual art, and the buildings speak for themselves.”
- Julia Morgan
Half Moon Bay is a small coastal community offering a variety of unique attractions and open space amenities. It is also a place where citizens care about the quality of architecture, individual neighborhoods and their connection with nature. Half Moon Bay's mild climate, historic downtown, rural scenery and eclectic residential neighborhoods all contribute to the city's charming ambiance. The community takes pride in the character of its neighborhoods and is supportive of development patterns that reflect or complement existing buildings in form, scale and design.

The Single-Family Residential Design Guidelines set the precedent for the quality of design that is expected by the City for new and remodeled single-family residential development. It is the intent of this document to assist homeowners, architects, designers and builders with example graphics and illustrations of single-family design concepts that are encouraged and those that are not recommended or discouraged.

A. PURPOSE AND APPLICABILITY
The Half Moon Bay Single-Family Residential Design Guidelines support the long-term viability and livability of Half Moon Bay's neighborhoods. The guidelines encourage that proposed projects respect the neighborhood design while also striving to foster architectural diversity within the community. It is not the intention of the guidelines to discourage architectural creativity. Rather, the City encourages excellence and innovation in architectural design.

The design guidelines are not prescriptive standards, but rather recommendations that support and implement the goals, policies and programs of the City's General Plan and development standards of the City's Zoning Code. While these design guidelines are discretionary, they will be utilized by City staff, the Planning Commission (the City's Architectural Review Committee) and the City Council in the review of proposed single-family residential projects.
The Half Moon Bay Single-Family Residential Design Guidelines apply to any addition, exterior remodel, relocation or new construction of single-family residences that would otherwise require a building permit within the City. All projects that fall under this categorization are subject to the Single-Family Residential Design Guidelines.

The design guidelines are structured to comprehensively address a range of design practices applicable to single-family homes. The guidelines within this document are organized within the proceeding chapters, as follows:

Chapter 2. Site Planning & Design
Chapter 3. Building Design
Chapter 4. Landscaping & Fencing

Applicants for single-family residential projects are strongly encouraged to review the Single-Family Residential Design Guidelines before the design plans are prepared and the project is submitted to the City for review. City staff encourages prospective applicants to contact a Planner for any needed guidance or advice early in the process, and as often as necessary to clarify any questions.
B. OBJECTIVES

The City’s objectives for the Single-Family Residential Design Guidelines encompass the following:

• Reduce uncertainty by providing guidance for basic design principles and concepts. Help the applicant meet the City’s standards with the intent of preserving and protecting the character of the city’s neighborhoods;

• Ensure compatible design within existing neighborhood contexts;

• Encourage flexibility in architectural design to reflect the community’s eclectic character;

• Inspire innovation in architectural design;

• Maintain a reasonable degree of privacy between neighboring properties;

• Preserve natural features and open space resources;

• Foster a strong connection with qualities of the natural context;

• Promote methods of sustainable design to encourage energy and water efficiency; and

• Maintain strong property values, compatible neighborhoods, and a healthy environment.

C. RELATIONSHIP TO CITY AND COUNTY DOCUMENTS AND RESOURCES

The Single-Family Residential Design Guidelines are designed to work as an integral part of the existing regulatory context of the City and County. The guidelines complement overarching provisions within relevant documents including, but not limited to, the following (refer to Appendix A for a detailed description of the documents):

• City of Half Moon Bay General Plan

• City of Half Moon Bay Zoning Ordinance

• San Mateo County Stormwater Requirements Checklist for Small Projects

• Downtown Half Moon Bay Specific Plan

• Various sustainable design resources

ARCHITECTURAL REVIEW AND SITE AND DESIGN CRITERIA

Adapted from Section 14.37.035

• The planning and siting of the various functions and buildings on the site shall create an internal sense of order and provide a desirable environment for occupants, visitors and the general community.

• The proposed development shall be compatible in terms of height, bulk and design with other structures and environment in the immediate area.

• The design shall promote harmonious transition in scale and character in areas located between different designated land uses.

*For additional standards, reference Section 14.37.035 of the city’s Municipal Code in its entirety.
D. SUSTAINABLE DESIGN GUIDELINES

The Single-Family Residential Design Guidelines incorporate sustainable design guidelines to provide applicants with recommendations, best practices and techniques for achieving sustainability objectives and improving the overall environmental health of the community.

The objectives of sustainable design guidelines are to help reduce the consumption of non-renewable resources, minimize waste, and promote healthy environments. Sustainable design elements impact a building's form, function, and composition from its conception and design through operation and decommissioning.

A sustainable building exhibits the following:

- Optimized site potential (e.g., site placement that reduces a building's impact on the environment)
- Reduced energy use and resource consumption (e.g., orienting a building to encourage daylighting to reduce energy needs)
- Use of environmentally preferred products and materials (e.g., the use of renewable and/or recycled building materials)
- Enhanced water protection and conservation measures (e.g., landscaping that promotes water-efficiency)
- Improved indoor environment
- Optimized operational practices, including heating and cooling.

The sustainable design guidelines are indicated with the following symbol:

Source: U.S. General Services Administration

“The first rule of sustainability is to align with natural forces, or at least not try to defy them.”

- Paul Hawken
“Architecture should speak of its time and place, but yearn for timelessness”
- Frank Gehry
CHAPTER 2. SITE PLANNING & DESIGN

Site design is an integral component that can ensure new developments and existing home modifications seamlessly blend with existing neighborhood patterns. The placement of structures on a site should consider patterns found within the neighborhood, such as setbacks and garage location.

This section also provides direction on a building’s orientation on a lot and its relationship to open space and landscaping features. It also addresses heritage tree conservation, on-site grading, privacy concerns and view shed preservation. Care must be taken to ensure that the various Coastal Resource Areas are protected and impacts on these sensitive environmental areas are avoided or minimized.

It is strongly recommended that applicants consult with City staff to verify if the new residence is proposed in or in close proximity to a Coastal Resource Area at the outset of the design process.
A. Neighborhood Context/Fit

Respecting neighborhood features is important in determining how a new development or addition may fit into the existing setting. It should be noted that change is not prohibited in neighborhoods, but rather deviations from existing development patterns should be guided in a manner that is cohesive and complementary to homes in the surrounding area.

Siting

The placement of new buildings on a lot should consider existing neighborhood development patterns, including on-site grading, natural features and required setbacks. Placement should also respect the natural contours of the land and neighborhood-specific characteristics. By keeping these concerns in mind, neighborhood continuity and natural resource preservation can be maximized.

2-1. Consider neighborhood patterns such as garage location, setbacks and front yard landscaping when designing the site plan. Create variety in placements to avoid a “row” effect, while fundamentally respecting setback patterns within the immediate neighborhood context.

---

VISUAL RESOURCE PROTECTION STANDARDS

Purpose and Intent
Adapted from Chapter 18.37

- Minimize the alteration of natural land forms. (18.37.010C)
- Upland Slopes Standards-Grading of creation of a building site which results in significant alteration of the natural terrain shall not be allowed. Structures shall be subordinate in appearance to the natural land form and shall follow existing natural contours. (18.37.035A)
- Structures and roads shall be designed to fit the topography of the site with minimal cutting, grading, or filling for construction. (18.37.035B)

*For additional standards, reference Section 18.37 of the city’s Zoning Code in its entirety.
2-2. Consider on-site grading and development requirements early in the design.

2-3. When development requires grading, follow the site’s natural contours to avoid unnecessary cut and fill.

2-4. Where feasible, site existing buildings and/or additions to avoid removing mature trees and landscaping that is in good health. In addition to the preservation of Heritage Trees (defined in Section 7.40 of the Municipal Code), preserve other trees and vegetation with significant growth and canopy coverage.

2-5. Avoid locating both structures and volumes of significant fill close to streams, natural drainage features or riparian buffer areas (see Section 18.38.075 of the Municipal Code for Riparian Corridors and Buffer Zones standards).

*Follow the site’s natural contours when development requires grading. New construction should avoid generating excessive grading and cut and fill of the terrain. (Guideline 2-3)*
2-6. Step-back second-floor walls from side property lines to avoid a massive appearance relative to neighboring homes. All two-story homes and additions shall be subject to the building envelope standards of the Municipal Code (see Section 18.06.040G).

2-7. Consider the preservation and/or adaptive reuse of structures.

2-8. Preservation of natural features is strongly encouraged. This practice includes maintaining:

- Existing trees of significant growth and canopy coverage
- Natural topography
- Vegetation adjacent to riparian corridors

---

**MAXIMUM BUILDING ENVELOPE**

Specific Development Standards* Adapted from 18.06.040G

The maximum building envelope shall apply to all residential development within any residential zone. The maximum building envelope under which all structures in residential zones must fit is defined as follows: a height limitation of twenty-eight feet overall for any portion of the structure, and a plane that begins at ten feet above the side property lines and extends into the property at a forty-five-degree angle and sixteen feet above the front and rear setback line and extends into the property at a sixty-degree angle. The following features may breach the maximum building envelope as defined in this subsection:

- Dormers or gables may extend beyond the building envelope provided that the combination of all of these features on one development site measures no more than fifteen horizontal feet at the intersection of the building envelope on any side yard building envelope, and the total overall height of the encroaching features does not exceed the maximum allowed building height.

*For additional standards, reference Section 18.06.040 of the city’s Zoning Code in its entirety as well as the city’s Summary Sheet handouts for Single-Family Homes.
Building Orientation

The orientation of a building is an important consideration in respecting an established neighborhood.

2-9. Orient the home or addition to conform to the general orientation pattern of other homes in the neighborhood.

2-10. Place buildings entrances to orient towards the street.

Conform to the general orientation pattern of other homes in neighborhood. Designs that contrast dramatically in orientation or frontage lengths are discouraged. (Guideline 2-9)

Building entrances should be oriented towards the street, as shown in the above illustration. (Guideline 2-10)
Garage Placement

The location of a garage has the potential to significantly influence the overall aesthetics of a home. Garage placement should be varied (e.g., detached or side-loaded) and avoid dominating the front façade of the home.

2-11. Deemphasize the garages’ presence as viewed from the public right-of-way.

2-12. Situate detached garages to the side or rear of the house to diminish the prominence of the garage door.

Utilize detached and side-loaded garages to deemphasize the garages’ presence. Designs that situate garages as the primary frontage feature are highly discouraged. (Guideline 2-11)
Views Corridors

The Half Moon Bay community offers unique coastal views that should be cherished and respected. The placement of homes must be considered in the preservation of view corridors. The design guidelines presented here complement the Visual Resource Protection Standards from Chapter 18.37 of the Half Moon Bay Municipal Code.

2-13. Stagger the placement of homes with existing homes along the opposite side of the street in order to preserve viewsheds.

2-14. Plan building locations with on-site open space areas to align with view corridors from public rights-of-way and harmonize with adjacent natural features.

VISUAL RESOURCE PROTECTION STANDARDS
Purpose and Intent
Adapted from Chapter 18.37

• Protect the scenic and visual qualities of coastal areas as a resource of public importance. (18.37.010A)

• Ensure that new development is located so as to protect views to and along the ocean and scenic coastal areas. (18.37.010B)

• Allow development only when it is visually compatible with the character of the surrounding areas. (18.37.010E)

*For additional standards, reference Section 18.37 of the city’s Zoning Code in its entirety.

Home placement should be staggered to preserve viewsheds. (Guideline 2-13)
“A great building must begin with the unmeasurable, must go through measurable means when it is being designed and in the end must be unmeasurable.”

-Louis Kahn
CHAPTER 3. BUILDING DESIGN

Exemplary building design considers many facets of architecture, including the placement of windows and entries, mass and scale, proportional dimensions and the full articulation of building facades. Fundamental design principles are reflected throughout this section, including building form and architectural style as they relate to the unique attributes of Half Moon Bay.

Building design should balance the character of the neighborhood, desirable architectural styles and the needs of the individual homeowner. Building articulation, fenestration, roof forms and other major building elements should complement neighboring development, yet present innovative architectural design.
A. Massing and Scale

Mass is defined as three-dimensional forms that relate to the way building elements are emphasized or deemphasized. Voids or open spaces in the form of a building can change its appearance.

Scale is the proportion of one object to another. The individual components of the building have relationships to each other and to the building as a whole, which contributes to the overall scale of a building. Development proposals should be reviewed for their overall size and intensity relative to adjacent homes and the prevailing neighborhood pattern. Designs should reduce the appearance of mass and bulk, particularly with two-story homes.

Building Forms

Building forms influence cohesiveness, comfort and aesthetic pride. Good design should take into consideration fundamental design principals including continuity, mass, scale, rhythm and proportion. All new buildings and remodels should incorporate full articulation of all building façades, including variation in massing, roof forms, wall planes and surface articulation.

3-1. Ensure building height and bulk are appropriate relative to existing one- and two-story homes in the neighborhood.

3-2. Design architectural elements such as projections, dormers, entryways, windows and decks to be sized at an appropriate scale with the home.
3-3. Limit second-floor additions in predominantly one-story neighborhoods to a substantially reduced proportion (approximately two-thirds) of the gross first floor area.

3-4. Modulate building forms and mass to create openings for light and ventilation while minimizing shadowing impacts on neighboring properties.

Two-story building designs that do not complement the surrounding context and are out of scale are discouraged. (Guideline 3-1)
Roof Forms

Roofs should reflect the character of the neighborhood, and should be simple in form while still creating visual interest. Elements such as dormers, chimneys, skylights, and varying heights and ridgelines can be utilized to ensure good design and neighborhood continuity.

3-5. Maintain simple roof forms and avoid excessive number of roof ridgelines, heights, and hips.

3-6. Use hipped roofs on two-story homes and additions to reduce perceived massing impacts.

3-7. Design roof pitches to be compatible with those of the existing architecture and adjacent homes in the neighborhood.

3-8. Incorporate varying heights in flat-roof structures to avoid a “boxy” appearance.

Do This

Flat roofs should incorporate varying heights to avoid a “boxy” appearance. (Guideline 3-8)

Not This

Flat-roof home with varying roof heights

Flat-roof home with no variation in roof heights
3-9. Ensure roof elements such as dormers, skylights, chimneys, and cupolas are compatible with the pitch and materials of the original roof.

3-10. Avoid building to the maximum allowed height when the proposed design incorporates a flat roof.

3-11. Design roofs to incorporate pre-plumbing and pre-wiring of homes for easy installation of solar water heating and photo-voltaic (PV) solar panels.

3-12. If considering the installation of solar panels, plan and incorporate measures early in the design process in order to maximize solar efficiency. Give consideration towards roof orientation, pitch, areas and other attributes that increase solar energy potential.

Avoid building to the maximum allowed height when proposing a flat roof design. (Guideline 3-10)
Second-Floor Massing

When adding a second-story to a home, or constructing a new two-story home, a balance must be struck between the needed floor area, the visual massing of the second floor, and the architectural style of the home. When an area is composed primarily of single-story homes, a two-story project should include consideration for neighboring properties in an effort to minimize overshadowing and bulkiness to uphold the character of the neighborhood.

3-13. Balance the appearance of the second floor with the ground floor and overall building and site proportion.

3-14. Offset the front and side walls of the second story to avoid a massive appearance and to respect neighboring properties.

3-15. Minimize wall heights and utilize vaulted ceilings on the second story to decrease perceived height.

3-16. Avoid massing a large percentage of second-floor area over the garage.
B. Building Articulation

The following design guidelines address design aspects such as façade articulation, entries, doors and windows, materials and colors, lighting, and parking and garage design. Utilizing architectural features, quality and varied building materials and effective exterior lighting can greatly enhance the aesthetics of a home.

Façade Articulation

Building façades, particularly front façades, should demonstrate varied wall planes and architectural features that create visual interest and enforce the architectural style of the home.

3-17. Provide architectural features such as porches, shutters, cornices and railings to create visual interest along expanses of otherwise blank wall faces.

3-18. Ensure side façades of buildings are articulated with the same level of detail as front façades in order to maintain a complete aesthetic from all angles.

3-19. Articulate mass and elements on the home’s exterior in a manner that is compatible with the overall architectural style of the home.

3-20. Provide an inset/offset or plane change on long walls of greater than 25 feet in length.
Entries, Doors and Windows

Entry features, doors and windows are important components of a home’s architectural identity. These design elements can have a significant influence on the immediate impression or expression of a home and how it fits within the neighborhood it’s in. Entries should be of an appropriate size and scale relative to the home and neighboring properties, as they are prominent defining features of buildings. Doors and windows provide daylight and air into interior spaces and create breaks in building façades.

3-21. Provide a prominent entry feature or porch area that reflects the home’s architectural style.

3-22. Align first- and second-floor windows to achieve a vertical symmetry along façades.

3-23. Maintain a compatible style and size along all faces of the building when selecting various windows and doors for the structure.

3-24. Consider the use of windows to articulate large expanses of a building’s façade to improve the appearance from public and private views.
3-25. Install window types that can be opened to allow passive temperature control through cross-ventilation. Place and size windows, skylights, clerestory windows and light wells to maximize the amount of natural light entering the home.


3-27. Provide measures for passive heating and cooling that adapt to seasonal changes in climate.

**Passive Heating and Cooling**

Homes that are optimized for passive heating and cooling implement designs that adapt to seasonal changes. Homes that use various measures can reduce dependence on air-conditioning and heating and save on energy use and expenses.

Measures for passive heating include:
- Locating window openings along south-facing faces of the home
- Utilize heat-absorbing flooring and walls to normalize interior climates during daily temperature swings
- Ensure objects and landscaping do not obstruct solar energy from reaching floor mass.
- Account for thermal resistance, visible light transmittance, and solar heat gain coefficient when selecting window glass

Measures for passive cooling include:
- Using windows, overhangs and trees to cool the air outside the home
- Allowing warm air to exit the home through operable skylights and thermal chimneys
- Locating windows to allow cool air to enter the home, such as in the direction of summer breezes passing through trees or shaded areas and over water features
CHAPTER 3

Materials and Colors
Building materials and colors should be selected based on their ability to enhance the aesthetics of the building, communicate the architectural style, and provide durability and protection in a moisture-laden marine environment. Half Moon Bay is composed of neighborhoods that represent different characteristics, therefore the particular neighborhood must be considered and represented in elements such as columns, shutters, trim, chimneys, and/or siding and roofing, where relevant. Building façades should have varying textures and colors that enhance the curb appeal, and create a connection to the surroundings (e.g., landscaping, adjacent properties).

3-28. Choose materials that are resistant to fading and warping. Consider materials and their susceptibility to the climate in Half Moon Bay.

3-29. Minimize an excessive arrangement of materials that can lend to an incompatible appearance.

3-30. Consider using stone, brick or other wainscoting as a building base.

3-31. Wrap building base materials around the sides of the structure to maintain a complete aesthetic from various angles.

3-32. Avoid using large expanses of stone veneer as a primary building material, as it may lead to a heavy and overwhelming appearance.

3-33. Avoid the use of materials with reflective properties which can unintentionally lead to unwanted glare and light pollution.

3-34. Specify recycled, sustainably harvested or sourced materials for use as siding, paving, decking and/or insulation. Recycled content materials such as wood substitutes, recycled concrete and asphalt, as well as non-toxic materials, should be used wherever possible.

3-35. When applicable, recycle and re-use existing on-site materials produced through the demolition process to the extent possible.
**Lighting**

Effective lighting has the ability to enrich the architectural style of a home while providing important safety features for homeowners, pedestrians and vehicles. Lighting should be directed downward and away from adjoining properties and public streets. The type of lighting (e.g., wall-mounted sconces, pole lights) should be consistent with the architectural style of the home.

3-36. Use shielded light fixtures to direct light downwards and away from adjacent properties.

3-37. Select and place light fixtures to avoid casting light towards riparian corridors and other natural areas.

3-38. Avoid light fixtures or arrangements that produce up-cast lighting, as they contribute to light pollution.

3-39. Select fixtures that can be architecturally integrated with the home’s design and materials context.

*Shield fixtures to direct light downwards and away from adjacent properties. Unshielded fixtures and placements that illuminate areas outside the property are discouraged. (Guideline 3-36)*
Parking and Garage Design

Parking areas and garages should be given special attention to ensure these elements do not overwhelm the aesthetics of the home. Garage door façades are an important consideration in maintaining the overall appearance of a home and provide an opportunity to create an architecturally compatible feature.

3-40. Where a garage is side-loaded, treat the street facing façade with architectural elements to prevent a blank appearance.

3-41. Utilize an offset wall plane to mitigate the expansive appearance of a three-car garage.

3-42. Consider installing two garage doors in place of one large door to mitigate the visual impact.

3-43. If constructing a carport, avoid using materials and designs that lend to a temporary appearance.

3-44. Use a trellis or other articulating features to add depth and interest to the garage face.
C. Privacy

Privacy is critical to ensuring quality of life for all residents, and concerns for privacy should be adequately addressed in the design of a home’s balconies, decks, and windows. These features can add visual interest to a home, but their placement must be carefully thought out before development occurs so that any issues with neighbors can be minimized in the design stage.

It should be noted that complete privacy cannot be expected in single-family home design. Rather, these guidelines should be interpreted as measures to reduce casual observation into private areas.

Building Design

Address privacy through special attention to building design elements, such as balconies or decks, and locate them where they will not compromise the privacy of an adjacent property.

3-45. Set back upper-floor balconies and decks to minimize privacy impacts.

3-46. Orient and locate roof decks to avoid direct views into neighboring houses and outdoor activity areas.

3-47. Locate high-activity areas (e.g., living room) to respect the privacy of low-activity areas on neighboring properties in regards to views and noise.

Do This

Raised deck is located away from side property line and respects privacy.

Not This

Raised deck overlooking neighboring home and backyard.

Roof decks should be located to avoid causing privacy impacts by overlooking neighboring yards and private areas. (Guideline 3-46)
CHAPTER 3

**Do This**

- Sill level raised five feet from the second floor to limit downward views into neighboring private spaces

**Not This**

- Sill height at less than five feet from the second floor, creating a privacy impact on the neighboring property

**Windows**

Windows should be located to minimize direct sight lines into windows of adjacent residences. In instances where there are known privacy concerns, one or more of the following guidelines should be used to address potential impacts.

3-48. **Locate the sill level of interior side yard facing windows at a minimum height of five feet to limit downward views into adjacent properties.**

3-49. **Avoid aligning side yard windows directly with windows on existing, neighboring structures.**

3-50. **Use obscure or textured glass on full-sized or bathroom windows along side yard building faces.**

*Raise the sill level of side yard facing windows. Low window sills should not be utilized along sides of property lines that are subject to privacy concerns. (Guideline 3-48)*

*Windows offset with those of neighboring home.*

*Side yard windows should not directly align with windows on neighboring structures. (Guideline 3-49)*
D. Second Units & Accessory Structures

Second units, or accessory units, can be any structure on site that is secondary to the main residence, such as a shed, granny unit or carport. If the second unit or accessory structure is not carefully designed, it has the potential to negatively affect the property appearance. Second units and accessory structures should be constructed with materials that are consistent with the main residence. These structures should be limited in number so that they do not dominate or compromise the aesthetics of the residence.

Second Units & Accessory Structures

3-51. Design second units and accessory structures to be subordinate in size and scale relative to the main residence.

3-52. Construct second units and accessory structures with materials, fenestration and architectural forms derived from the main residence on the site.

*For additional standards, reference Section 18.33.040 of the city's Zoning Code in its entirety.*
CHAPTER 4

LANDSCAPING & FENCING
“Gardens are the result of a collaboration between art and nature.”
-Penelope Hobhouse
CHAPTER 4. LANDSCAPING & FENCING

Landscaping and fencing design provide valuable opportunities for improving aesthetics and functionality of the site. New homes or additions benefit from well-integrated landscaping and fencing designs that are considered early in the site planning and design process. When selecting the planting palette, be mindful to select planting materials that will thrive in a high moisture-laden and salt air environment.

Landscaping and fencing can be effectively designed in harmonious composition through strategic placement. Such practices can create pleasant outdoor environments that screen private spaces and provide shading.

In addition to encouraging aesthetically appropriate landscape design, the design guidelines in this Chapter acknowledge California’s ongoing drought conditions, and the increasing scarcity of water resources. The guidelines support water conservation measures as identified in the provisions of the statewide mandate (Executive Order B-29-15).

STATEWIDE MANDATORY WATER REDUCTIONS

Executive Order B-29-15
Issued 04-01-2015 by Gov. Jerry Brown

This Executive Order imposes restrictions, programs, and enforcement measures in an effort to conserve dwindling water resources. Regulations issued by the order that are applicable to residential landscaping in Half Moon Bay include:

- Replace lawns with drought-tolerant landscaping
- Prohibit new homes from irrigating landscaping with potable water unless through water-efficient drip irrigation system
- Oblige jurisdictions to implement water conservation standards in landscaping

*For the complete Executive Order, please access the office of the Governor’s website: gov.ca.gov
A. Landscaping

Landscaping is an important consideration in single-family residential areas, and can aid in communicating a cohesive neighborhood feel while allowing personal landscape arrangements for property owners. Current neighborhood patterns of front yard landscaping elements such as trees, lawns, foundation plantings and fence or wall plantings should be considered when developing the landscaping design.

Special attention should be paid to the relationship between landscaping and buildings as a means to soften the appearance of bulky or otherwise unsightly site elements such as parking areas and foundations. An effort should be made to create continuity between adjacent yard landscaping and the streetscape.

Landscaping Design

4-1. Select landscaping elements that are compatible with other front yards found within the neighborhood. Coordination of landscaping between neighboring properties can lend to a cohesive aesthetic.

4-2. Utilize foundation plantings at the base of buildings to soften the transition between the ground and the structure.

4-3. Limit lawn and turf to functional recreational areas, and install low or no-mow lawns or materials. Mix areas of lawn and turf with landscaped areas of native or drought-tolerant vegetation.
4-4. Arrange landscaping in clustered groups to harmonize with existing growth. Avoid arranging landscaping in ordered rows and lines which do not present a natural appearance. Create a planting design that is grouped according to watering needs.

4-5. Plant trees and other landscaping features in the front yard in order to soften buildings and provide shade. Introduce landscaping that is harmonious with the home’s architecture.

4-6. Affix landscaping to fences and walls to create a softer appearance.

4-7. Incorporate landscaping that may grow to block the line of sight into neighboring rear and side yards. Consider planting trees or landscaping coupled with arbors and trellises to mitigate privacy impacts.

Trees and landscaping should be planted in the front yard to soften buildings and provide shade. (Guideline 4-6)

Landscaping should be arranged in clustered groups, not in ordered rows. (Guideline 4-4)
Implement stormwater retention, filtration, conservation, and storage measures specified in the San Mateo County Stormwater Requirements Checklist for Small Projects (detailed in Appendix A). Some practices and standards required in the checklist include:

- Directing runoff from hardscape areas into landscaped/vegetated areas
- Employing water retention strategies, including raingardens, rain barrels, vegetative swales, and filter strips
- Installing automatic and low-flow irrigation systems
- Planting native or drought-tolerant plants
- Limiting hardscaping and using pervious hardscaping or pavers for driveways, walkways, and patios

Raingardens are a water retention strategy that should be used to mitigate flow, enhance filtration, and store rainwater. (Guideline 4-8)

Pervious materials should be installed for driveways, walkways, and other non-landscaped surfaces in order to limit runoff. (Guideline 4-8)
B. Fencing

Fencing can help provide privacy, visual interest and other functionalities to a property. It should add to the character of the home by being compatible with the architectural style, and can be an effective design element when carefully designed. While fence construction compliant with regulations in residential districts does not require a building permit, these guidelines encourage good design practice and will serve as an informational resource for homeowners, builders, and designers. Fencing should comply with the City’s required height and setback regulations.

Fencing Design

4-9. Install open-faced fencing along front property lines to avoid a “walled-off” appearance.

4-10. Plant and maintain a two-foot landscaped buffer between the base of the fence and the sidewalk or roadway.

4-11. Consider the use of decorative fence materials as part of the design, such as wrought-iron or lattice.

4-12. Avoid using chain link as a material for fencing. Use black or green vinyl-coating if chain link fencing is the only feasible option.

RESIDENTIAL LAND USE
(R-1, R-2, R-3) SPECIFIC DEVELOPMENT STANDARDS
Height of Fences, Walls, Gates and Hedges
Adapted from Chapter 18.06.040C2

The maximum height of a solid fence, wall or hedge shall be as follows:

a. **Front Limited Height.** Within a required front yard setback or within the site distance area shall be limited to a maximum height of three feet.

b. **Rear Limited Height.** Located to the rear of the required front yard setback area shall be limited to a maximum height of six feet.

c. **Trellis or Rails.** An additional one foot of fence or wall height is permitted on front yard, rear yard and interior side yard fences, only if the added fencing has openings comprising at least 50 percent of the added areas.

d. **Retaining Wall Fence.** Where a retaining wall protects a cut below existing grade or contains a fill above the existing grade and is located on the line separating lots, such retaining wall may be topped by a fence, wall or hedge with the maximum total height not to exceed six feet.

*For additional standards, reference Section 18.06 of the city’s Zoning Code in its entirety.*
APPENDIX A

RELATIONSHIP TO CITY & COUNTY DOCUMENTS & RESOURCES
“All fine architectural values are human values, else not valuable.”
-Frank Lloyd Wright
CITY OF HALF MOON BAY
GENERAL PLAN

The General Plan is the overarching policy document guiding development activities within the city. The General Plan outlines a long term vision for the city through policies and programs contained within a range of elements including land use and housing.

Many of the policies and goals outlined in the General Plan are particularly relevant to the Single-Family Residential Design Guidelines. For instance, the Housing Element encourages energy efficient resources in new residential development as well as the existing housing stock, which translates to this document by way of sustainability guidelines. As the General Plan update continues, policies related to residential development will be reflected within the Single-Family Residential Design Guidelines as appropriate.

CITY OF HALF MOON BAY
ZONING ORDINANCE

The following sections of the City’s Zoning Ordinance are reflected throughout the Single-Family Residential Design Guidelines. The provisions of these sections are regulatory and shall be adhered to in all applicable future development:

Architectural and Site Plan Design Approval (Chapter 14.37) – This section of the Municipal Code outlines architectural and site plan review criteria to promote the orderly and harmonious development of the City’s existing and new residential neighborhoods. Guidelines are referenced for architectural features and landscaping, such as height, elevations, roofs, materials, color and appurtenances. The design guidelines in this document build off of the existing design criteria to ensure consistency.

Historic Resources Preservation (Chapter 14.38) - This section of the Municipal Code provides for protection, preservation, enhancement, and perpetuation of those buildings, structures, objects and areas of historic, architectural and engineering significance which contribute to the cultural heritage of the City; strengthens the economy of the City by protecting and enhancing the City’s
attractions for residents and visitors thereby stimulating local commerce; integrates the preservation of historic resources into public and private land use management and development processes; and align the goals of historic preservation with the City's plans, policies and implementation programs.

Residential Land Use (Chapter 18.06) – The City's Zoning Ordinance mandates development standards such as setbacks and height limitations, throughout specific zoning districts including residential zones. The design guidelines support the existing single-family residential development standards, in guiding the appropriate placement and form of new and remodeled residences.

Visual Resource Protection Standards (Chapter 18.37) - This section of the Zoning Ordinance establishes visual resource protection standards with the following intentions:

- Protect the scenic and visual qualities of coastal areas as a resource of public importance;
- Ensure that new development is located so as to respect views and to the extent practicable preserve public views to and along the ocean and scenic coastal areas;
- Minimize the alteration of natural land forms;
- Restore and enhance visual quality in visually degraded areas; and
- Allow development only when it is visually compatible with the character of the surrounding areas.
Coastal Resource Conservation Standards (Chapter 18.38) – This section of the Zoning Ordinance establishes coastal resource conservation standards with the following intentions:

- Limit or prohibit urban development within coastal resource areas that would have adverse impacts on those resources designated in the City Local Coastal Program Land Use Plan;
- Ensure that the siting and design of developments in the city does not significantly degrade sensitive habitat areas and maintains the biological productivity of those habitats;
- Minimize the loss of vegetation and limit increased erosion and sedimentation in the riparian corridors associated with the two perennial streams, Frenchman’s Creek and Pilarcitos Creek, including the Arroyo Leon tributary, and one intermittent stream, Arroyo Canada Verde, within the city;
- Limit access into sensitive habitats where necessary to preserve their biological productivity;
- Identify and protect the habitats of rare, endangered or unique species, as defined in state and federal law, within the city;
- Ensure that important archaeological resources within the city are identified and protected from the adverse effects of new development;
- Encourage improved access to the beaches and bluffs along the coast as part of the establishment and development of recreational areas, both public and private, in the city;
- Ensure more focused protection by specifying permitted uses and performance criteria for different types of habitats;
- Ensure restoration of damaged sensitive habitats; and
- Balance coastal act requirements for protection of fragile resources with requirements for the provision of shoreline access while keeping in mind that the protection of environmentally sensitive habitats has highest priority.
SAN MATEO COUNTY STORMWATER REQUIREMENTS CHECKLIST FOR SMALL PROJECTS

This document summarizes site design requirements for individual single-family home projects and projects that create and/or replace impervious surfaces (criteria depend on square footage and use). It provides standards for small projects on stormwater control and offers a checklist addressing sustainability measures such as rain barrels and cisterns, rain gardens, and pervious paving. Many of the requirements in the San Mateo County Stormwater Requirements Checklist document have been incorporated into the Single-Family Residential Design Guidelines.

DOWNTOWN HALF MOON BAY SPECIFIC PLAN

This plan highlights goals, programs and policies pertaining to the downtown area. The overall design goal as outlined in Section 4.200 of the Specific Plan is to ensure the continued visual attractiveness of the downtown area. This goal is supported by policies and programs related to architectural style, mass and scale of new construction, historic preservation, and the encouragement of mixed-use projects at appropriate locations in the downtown area. Landscaping is also addressed in the plan, requiring new downtown development projects to plant and maintain new street trees. The Single-Family Residential Design Guidelines respect the overall intent of the existing specific plan document, with the understanding that the City may pursue updating the downtown plan in the future.
SUSTAINABLE DESIGN RESOURCES

The following are sustainable design resources that provide guidance for new construction and remodeling projects. The resources include information on sustainable building materials and products.

- **RecycleWorks: A Program of San Mateo County**
  www.recycleworks.org/greenbuilding

- **Build it Green**
  www.builditgreen.org

- **Environmental Building News**
  www.buildinggreen.com

- **US Green Building Council**
  www.usgbc.org

- **National Association of Home Builders**
  www.nahb.org

- **California Integrated Waste Management**
  www.stopwaste.org

- **GoSolarCalifornia**
  www.gosolarcalifornia.org/consumers

- **California Solar Center**
  www.californiasolarcenter.org

- **California Solar Energy Industries Association**
  www.calseia.org

- **Find Solar Power Professionals**
  www.findsolar.com

- **Solar Estimates**
  www.solar-estimate.org