



# Old Beach Design Guidelines Planning Worksheet

Project/Job Site  
 Applicant \_\_\_\_\_  
 Address \_\_\_\_\_  
 \_\_\_\_\_  
 GPIN # (s) \_\_\_\_\_  
 Phone \_\_\_\_\_ Fax \_\_\_\_\_  
 E-Mail \_\_\_\_\_ Zoning \_\_\_\_\_

Property Owner Information  
 Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_  
 State, Zip \_\_\_\_\_  
 Phone \_\_\_\_\_ Fax \_\_\_\_\_  
 E-Mail \_\_\_\_\_

The following Planning Worksheet is provided to assist in meeting the recommendations within the Old Beach Design Guidelines.

- Please submit this worksheet with 8 copies (please check the applicable information that is being submitted for review)

*Suggested:*  recent lot survey  concept plans to scale  concept elevations to scale  landscape plans  
*Other Valuable Review Items:*  existing pictures  concept drawings or renderings  concept models  
 final construction drawings  color & material samples or specific product information

- Prior to submitting please review the Design Guidelines and determine which ones apply to your application. Guidelines are available at the City's Planning Department, Room 115, (757) 385-4621 or on-line at [http://www.vbgov.com/design\\_guidelines](http://www.vbgov.com/design_guidelines).

**Application is made for:**

- New Construction
- Addition
- Renovation
- Preliminary Review

**Proposed Use / Housing Type:**

- Single-Family  Semi-Detached  Multi-Family
- Duplex  Townhouses
- Two Cottages (*principal and ancillary*)/One Lot

**I. Lot Dimensions & Building Setbacks**

**Lot Area** = Lot width \_\_\_\_\_ x Lot Depth \_\_\_\_\_ = \_\_\_\_\_

\* If a lot is developed with two cottages (principal and ancillary)/ one lot, lot coverage for each cottage is generally split 60/40, with the ancillary structure not to exceed 49% of allowable lot coverage.

**Allowable Lot Coverage** = Lot Area \_\_\_\_\_ x .4 = \_\_\_\_\_

**Principal Cottage** = Allowable Lot Coverage \_\_\_\_\_ x .6 = \_\_\_\_\_

**Ancillary Cottage** = Allowable Lot Coverage \_\_\_\_\_ x .4 = \_\_\_\_\_

**Allowable Floor Area Ratio**

**Allowable (FAR)** = Lot Area \_\_\_\_\_ x 0.7 = \_\_\_\_\_

\* If there will be a principal and ancillary cottage on one lot the FAR is generally split 60/40.

**Principal FAR** = Allowable FAR \_\_\_\_\_ x 0.6 = \_\_\_\_\_

**Ancillary FAR** = Allowable FAR \_\_\_\_\_ x 0.4 = \_\_\_\_\_

Maximum compatible floor area is 1700 square feet to 2700 square feet per page 2-3 of the Old Beach Design Guidelines.

**Building Setbacks**

Building Setbacks			Adjacent Property (facing subject property)		
	Existing	Proposed	Left		Right
Front	_____	_____	_____	Front	_____
Rear	_____	_____	_____	Rear	_____
Side	_____	_____	_____	Side	_____
*Side/adjacent to driveway	_____	_____			
*Interior	_____	_____			

\* Side yard setback for wall adjacent to a driveway is 12'.

\* Interior - principal and ancillary uses on one lot shall have 65% of the main building width meet a 30' interior separation between structures.

<b>II. Housing Design</b>	
Provide designs which address the goal of diversity by incorporating these or substantially equivalent design characteristics: 1) respect the scale and placement of adjacent homes, 2) incorporate open, unenclosed porches along street and alley fronts, 3) incorporate dormers and wall projections in order to break up massing, 4) improve the streetscape appearance by minimizing the impact of the garage as the predominant feature 5) discourage design duplication and mass production.	
<b>Design Review Guideline</b>	<b>Provided/Comment</b>
Compatible Housing Type: single-family, duplex, two cottages	<input type="checkbox"/>
Compatible Floor Area Ratio: 0.7	<input type="checkbox"/>
Compatible Floor Area: 1700 SF – 2700 SF	<input type="checkbox"/>
Compatible Building Height: two and one-half stories	<input type="checkbox"/>
Porches: open, unenclosed porch 5' to 8' in width and 160 square feet	<input type="checkbox"/>
Compatible Roof Pitches: Reflect a residential cottage-style	<input type="checkbox"/>
Dormers: two window bays per main roof plane	<input type="checkbox"/>
Wall and window projections: two projections per main wall plane	<input type="checkbox"/>
Architectural detailing: two details per wall plane	<input type="checkbox"/>
Garages: rear-loaded, side-loaded, or recessed front-loaded with architectural treatments	<input type="checkbox"/>

<b>III. Landscaping, Drainage and Pavement Surfaces</b>	
<b>Design Review Guideline</b>	<b>Provided/Comment</b>
Adequate landscaping: Adequate landscaping provided along street fronts, alley fronts, side yard setbacks and rear yards.	<input type="checkbox"/>
Adequate drainage: The site is graded to drain toward the main street.	<input type="checkbox"/>
Water quality: On-site water infiltration and water treatment provided	<input type="checkbox"/>
Pervious materials: Pervious paving materials utilized for driveways & other areas	<input type="checkbox"/>

<b>IV. Community Safety</b>	
Encourage an enhanced sense of community by creating a visual relationship between the front of the home and the public street.	
<b>Design Review Guideline</b>	<b>Provided/Comment</b>
Visibility: Front entryways are visible from the street or adjacent open space.	<input type="checkbox"/>
Architectural features: A minimum of one architectural feature, which clearly delineates entries to the home such as a front porch, entry patio, courtyard, or archway, is provided.	<input type="checkbox"/>
Addresses: Addresses are clearly marked and visible from the main street and alley.	<input type="checkbox"/>

<b>Incentives</b>	
<b>Design Requirement</b>	<b>Incentive (check if applicable)</b>
Garages: Side-loaded, rear-loaded, or recessed front-loaded with architectural treatments	<input type="checkbox"/> May maintain a 5' side yard setback adjacent to the garage.
Parking: Paving materials allowing more pervious surface area, such as brick runners and open pavers	<input type="checkbox"/> May satisfy on-site parking requirements.
Parking: Second story building overhangs, not to exceed 2', and roof overhangs or trellises, not to exceed 4', located above recessed garages	<input type="checkbox"/> May not count against on-site parking requirements, requiring two 9' by 18' parking spaces per dwelling unit.
Porch Stairs: Open, unenclosed porches along street and alley fronts	<input type="checkbox"/> Porch stairs may encroach into the front and rear yard setbacks not to exceed 6' in width.
Visual interest: Wall projections, not to exceed 25% of the total wall plane	<input type="checkbox"/> May maintain a 5' side yard setback
Interior Lot Separation: Two Cottages developed on one lot which meet the design guidelines criteria	<input type="checkbox"/> May allow 35% of the main building width to project into the required 30' interior lot separation between structures.