

## EXHIBIT "A"

### OUTLINE OF ARCHITECTURAL AND DESIGN PLANNING COMMISSION ACCOMPLISHMENTS AND GOALS

#### MISSION STATEMENT:

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*To establish standards for All Development by implementing quality design for timeless architecture that enhances the community's image, pride, and quality of life.*

#### ACCOMPLISHMENTS:

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- August 29, 2009:
  - Initial meeting of the Commission.
- September 12, 2008:
  - Election of Chairman and Vice Chair.
- September 2008 - February 2009:
  - Education of Committee Members on Design Terminology and Definitions. PowerPoint presentations included illustrations of various architectural and design elements for residential, commercial, and industrial zones including landscaping, walls, parkways, recessed garages, paseos, walls, courtyards, trails, gates, façade, articulation and mass. Ensure sustainable measures would be included in Design Guidelines.
- December 12, 2008:
  - Discussion of City Image and Branding Campaign by Redevelopment Director, Vern Lawson.
- January 9, 2009:
  - Discussion of Sustainability and Smart Growth Concepts by Planning Director, Brian Ludicke.
- February 13, 2009:
  - Distribute and review Single Family Design Guidelines; provide comments to staff regarding issues, concerns, and potential modifications for consideration.
  - Discuss relationship of Design Guidelines to other planning documents: This document is a tool for the implementation of the City of Lancaster's Municipal Code and the General Plan. While the guidelines contained therein are not

standards intended to supersede the requirements of the Municipal Code, the guidelines should be considered "recommended practices" that both the Planning Commission and Planning Division consider important to the design of projects within the City.

- March 7, 2009:
  - Field Trip to review residential projects in Palmdale and Lancaster.
- March 13, 2009:
  - Commissioners reviewed City of Tucson's Design Guidelines.
  - PowerPoint Presentation for Multiple Family Design with discussions on various concerns such as controlling massing, location of parking, open space recreational areas, project entry features, and drought tolerant landscaping.
  - Benchmarked guidelines from three cities, namely: Santa Clarita, Temecula and Tucson.
- April 17, 2009:
  - Multiple Family Design Guidelines PowerPoint Presentation and Discussion of Mission statement.
  - Commissioners agreed to additional meetings as necessary.
  - Modify landscape maintenance districts to add parkway adjacent to street.
- April 21, 2009:
  - Field Trip in Santa Clarita with Bill Phillips, Senior Designer from Hogle-Ireland Consulting Firm, to review industrial, commercial and small single family developments.
- May 15, 2009:
  - Decision to use Tucson's design guidelines as a template because of the following reasons: from the end users perspective, it is easily understandable and clear what needs to be done; it allows reference to the General Plan policy to support the formulated guidelines making it more enforceable; it is easy to use and can still have the look, format, and ideas of Santa Clarita. The Commissioners are in concurrence that the design guidelines should develop with superior standards to add value to the community as a whole and quality of lifestyle.
- June 12, 2009:
  - Guidelines are primarily organized into sections by 'Type of Development' with intent, reference to general plan policy and more specific guidelines. Review of Intent Section of All Development is an area of concern. All Development Section was reviewed and commented on by Commissioners for intent to be

supplemented with mentions of policy references, illustrations and solutions and identify opportunities for sustainable development.

- Commission reviewed and commented on two elevations submitted for projects to improve the façade elevations, break up massing of wall, colors, and mass.
- Discussion of on-line survey – All Design Format to be incorporated into survey, to be displayed for a minimum of two weeks, and an announcement posted on the City webpage.

### **GOALS TO COMPLETE DESIGN GUIDELINES:**

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- ❖ June 26, 2009:
  - Discussion of survey and setting publishing date.
- ❖ July 10, 2009:
  - Building Industry Association to provide presentation on BIA's point of view.
  - Add solutions to All Development Section for review.
- ❖ July 31, 2009:
  - Finalize Commercial/Industrial Development.
  - Begin and finalize review Retail/Wholesale Development Section.
- ❖ August 14, 2009:
  - Begin Special Design Options.
- ❖ August 28, 2009:
  - Finalize version of Draft Design Guidelines and review in entirety.
- ❖ September 11, 2009:
  - Send out Draft Design Guidelines document to be published
- ❖ September 25, 2009:
  - Commissioners to review and make final changes to Draft Design Guidelines
- ❖ October 1, 2009:
  - Distribute Draft Design Guidelines for review and public comment (BIA, Board of Trade, Associate of Realtors, developers, engineers, etc.) no later than October 19, 2009.
- ❖ October 9, 2009:
  - Receive public comments on Draft Design Guidelines.

- ❖ October 30, 2009:
  - Make revisions and changes to Draft Design Guidelines, based on public input.
- ❖ November 13, 2009:
  - ***ADC vote to recommend approval and adoption to City Council.***
- ❖ November 17, 2009:
  - City Council Staff Report due.
- ❖ December 4, 2009 (if necessary):
  - Discuss last minute changes (if any) and brainstorm on upcoming City Council presentation.
- ❖ December 8, 2009:
  - Presentation to Council on City of Lancaster Architectural and Design Guidelines.