

**PLANNING DEPARTMENT
TYPES OF PLANNING DESIGN REVIEW**

In your Pre-Planning meeting a Planning Department representative will determine the type of review required for your project and any additional requirements you may need. This determination will be made based on the scope of your project and how it relates to Belvedere Municipal Code, Policies and Standards. The table below summarizes the typical levels of review and approximate turnaround times, however you should review [Belvedere Municipal Code 20.04.015](#) for more detail.

Small Project	Medium Project	Large Project
<p>Exempt from Design Review (1-2 Days)</p>	<p>Planning Staff Level Design Review (+/- 25 Days)</p>	<p>Planning Commission Design Review (+/- 90 Days)</p>
<ul style="list-style-type: none"> ● Most replacement and repairs including roofing, windows, siding, and fencing. ● Minor exterior color or material changes including paint, roof, and siding material when consistent with the provisions of chapter 20.04.140. ● Landscape changes or additions that are not part of a larger project subject to Design Review. Includes adding trees not larger than 12' at maturity, removal of non-significant trees and other changes to landscaping generally not visible to the public. ● Renewable energy systems including installation of photovoltaic and battery backup systems. ● Minor changes to previously approved plans which do not alter the intent of the plan. 	<ul style="list-style-type: none"> ● Interior remodels of any size. ● Minor additions, extensions or exterior changes to, or reconstruction of existing dwellings and related accessory structures. ● Minor changes to exterior materials or colors that significantly alter the appearance of an existing structure. ● Accessory Dwelling Units that conform with State exemptions. ● Changes or Additions to existing Design Review approvals. 	<ul style="list-style-type: none"> ● Location and Design of all significant remodels and new structures. ● Construction or installation of new fences, retaining walls, walkways, sidewalks, patios, decks, fountains, ponds, swimming pools, garbage or trash enclosures, and sport courts. ● Landscape changes or additions when a visually significant portion of a lot is affected. Including the addition of trees exceeding a height of 12 feet at maturity. ● Parking and loading areas, carports, garages and driveways. ● Exterior lighting, signs, skylights, satellite dishes, antennas. ● Variations and Exceptions to Belvedere development standards including set-backs, building heights, lot coverage, and floor area.

Additional Requirements

If your project doesn't fit into the Belvedere Municipal Code, Policies and Standards, you may need to apply for additional permits or approvals including:

Variance: Required for improvements that exceed objective the Development Standards of your zone exclusive of Total Floor Area.

Exception to Total Floor Area: Required for floor area that exceeds the maximum floor area allowed for your zone.

Revocable License: Required if you are proposing any private improvements in the City public right-of-way.

Demolition Permit: This permit is required if you plan on removing a dwelling unit or for the removal of more than 50% of the of the total exterior wall and roof area from the grade up, including all exterior openings.

General Use Permit: This permit is required if you are seeking to use a property any differently than its zones prescribed use.

If you have questions, please contact the Planning Department at (415) 535-3838 or email the Planning and Building Permit Technician, Nancy Miller, at nmiller@cityofbelvedere.org.