



Community & Economic Development Department
3900 Main Street, Riverside, CA 92522 | Phone: (951) 826-5371 | RiversideCA.gov

Planning Division

CULTURAL HERITAGE BOARD MEETING DATE: NOVEMBER 20, 2024
AGENDA ITEM NO.: 4

DISCUSSION ITEM

Case Numbers	Not Applicable
Request	To receive and file a presentation and provide input on the draft ADU Design Guidelines for Historic Properties.
Project Location	Citywide
Ward	All
Staff Planner	Scott Watson, Historic Preservation Officer 951-826-5507 swatson@riversideca.gov

RECOMMENDATION

Staff recommends that the Cultural Heritage Board provide input, receive, file, and support the Certified Local Government Annual Report.

BACKGROUND/DISCUSSION

On April 28, 2023, the Community & Economic Development Department (CEDD), submitted an application to the State Office of Historic Preservation (OHP) during the 2023-2023 CLG grant cycle application period for \$40,000 to prepare design guidelines for Accessory Dwelling Units (ADU) for historic properties. On July 14, 2022, the City received notice that OHP had accepted the application and awarded a \$40,000 grant.

The development of ADU design guidelines will aid property owners and designers in the completion of a historically compatible design for an ADU at historic properties and will play a vital role in the City staff review of proposed ADUs at historic properties. Guidelines will provide clear direction about how to design and construct a new ADU, garage conversion, or a Junior ADU (JADU), in a manner that will be compatible with a historic residence. Historic property owners will be able to better plan and prepare for an ADU project with a complete set of design guidelines.

The awarded \$40,000 in grant funds was used to hire Historic Resources Group, Inc (HRG) to prepare the guidelines, with the assistance of City staff and an advisory committee. The advisory committee is composed of approximately four CHB members and six residents.

On April 10, 2024, Historic Preservation Staff and HRG held a community meeting to gain input on potential approaches to the ADU guidelines. Feedback received from community member covered building height, roof forms, windows, materials, and decorative features. At the community meeting, staff also recruited volunteers to participate in the advisory committee. In addition to community input, HRG researched

ADU design guidelines in other jurisdictions, including but not limited to Claremont, Corona, Folsom, Pasadena, and South Pasadena.

The first draft of the ADU design guidelines were completed in July 2024. The draft was reviewed by Planning Staff and the advisory committee, and comments were provided. The second draft was completed based on comments and submitted in September 2024 (Exhibit 1). To obtain additional feedback on the draft, the CHB workshop was scheduled for discussion and a second community meeting, will be held on November 13, 2024.

DISCUSSION

The ADU Design Guidelines are divided into four types: New Detached ADU; New Attached ADU; ADU Conversions of Historic Accessory Structures; and Junior ADU. The guidelines are organized in categories for each ADU type as follows:

- The New Detached ADU and New Attached ADU:
 - Location and Visibility
 - Size, Height and Massing
 - Roof
 - Exterior Walls
 - Entrances, Porches, and Doors
 - Windows
 - MEP Systems
- The ADU Conversions of Historic Accessory Structures:
 - Roof
 - Exterior Walls
 - Entrances, Porches, and Doors
 - Windows
 - New Additions
 - MEP Systems
- Junior ADU:
 - Location and Visibility
 - Entrances, Porches, and Doors
 - Windows
 - MEP Systems

Based on the feedback received from the workshop and community meeting, HRG will finalize the guidelines including the addition of images and diagrams. Per the grant agreement, the ADU Design Guidelines are to be completed and submitted to the state by January 25, 2024. The finalized ADU design guidelines will be presented to the Cultural Heritage Board for final adoption, in accordance with Section 20.10.020 of the Riverside Municipal Code.

STRATEGIC PLAN

This project contributes to the Envision Riverside 2025 City Council Strategic Priorities 2 – Community Well-Being (Goal 2.3 - Strengthen neighborhood identities and improve community health and the physical environment through amenities and programs that foster an increased sense of community and enhanced feelings of pride and belonging citywide.) and Strategic Priorities 5 – High Performing Government (Goal 5.2 - Utilize technology, data, and process improvement strategies to increase efficiencies, guide

decision making, and ensure services are accessible and distributed equitably throughout all geographic areas of the City; and Goal 5.3 – Enhance communication and collaboration with community members to improve transparency, build public trust, and encourage shared decision-making).

This item aligns with the following Cross-Cutting Threads:

1. Community Trust: The ADU design guidelines project will include community workshops, allowing input from community members throughout the process.
2. Equity: The ADU design guidelines project will develop guidelines that will be applicable to all historic districts.
3. Fiscal Responsibility: The ADU design guidelines project will be grant funded through a CLG grant from the State.
4. Innovation: The ADU design guidelines project will make use of innovative design approaches to achieve compatibility of design within the State mandated framework for ADUs.
5. Sustainability and Resiliency: The ADU design guidelines project will include aid in the development of new ADUs to increase housing stock while maintaining the character of the City's historic properties.

EXHIBITS LIST

1. Draft ADU Design Guidelines

Prepared by: Scott Watson, Historic Preservation Officer

Approved by: Maribeth Tinio, City Planner