

RESOLUTION NO P-28 -03

RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF FOSTER CITY  
APPROVING AN AMENDMENT TO PLANNING COMMISSION POLICY P-2-2000,  
REROOFING FOR SINGLE-FAMILY DWELLINGS – CITYWIDE IN R-1 ZONING  
DISTRICTS – CITY OF FOSTER CITY

FOSTER CITY PLANNING COMMISSION

WHEREAS, on March 7, 2000, the Planning Commission adopted Planning Commission Policy P-2-2000 replacing the previous Administrative Policy P-90-001 regarding re-roofing of single-family detached residential properties; and

WHEREAS, at Study Sessions on May 15, 2003 and August 7, 2003 and a Regular Meeting on August 21, 2003 the Planning Commission reviewed proposed revisions to the City's approved re-roofing policy that would allow red/brown colors to be used on houses in the R-1, Single Family Residential, District; and

WHEREAS, the proposal has been determined by the Community Development Director to be categorically exempt from the California Environmental Quality Act of 1970; and

WHEREAS, the Planning Commission did duly consider the proposed amendments to Planning Commission Policy P-2-2000 at a public meeting on September 4, 2003; and

NOW, THEREFORE BE IT RESOLVED that the Planning Commission of the City of Foster City, based on facts, analysis in the staff report, written and oral testimony, and exhibits presented, does hereby find that the proposed amendment will be consistent with the Foster City General Plan, including Goal LUC-A, Preserve the Quality of the City's Residential Neighborhoods, Goal LUC-B, Promote Proper Site Planning, Architectural Design and Property Maintenance, and Policy LUC-38, City Approach to Design (Architectural) Review because the amendment will preserve the original architectural character of Foster City while at the same time, provide increased choices in re-roofing materials for homeowners; and

BE IT FURTHER RESOLVED that the Planning Commission of the City of Foster city does hereby approve the amendment to Planning Commission Policy P-2-2000 contained in Exhibit A, attached hereto and incorporated herein.

PASSED AND ADOPTED by the Planning Commission of the City of Foster City  
at a Regular Meeting thereof held on September 4, 2003 by the following vote:

AYES, COMMISSIONERS: WERDEN, AVRAM, PATTUM, RAIN AND CHAIRMAN CHANG

NOES, COMMISSIONERS: NONE

ABSTAIN, COMMISSIONERS: NONE

ABSENT, COMMISSIONERS: NONE

  
NORMAN CHANG, CHAIRPERSON

ATTEST:

  
RICHARD B. MARKS, SECRETARY

## EXHIBIT A

(Approved by the Planning Commission on  
September 4, 2003)

**WITH CHANGES SHOWN IN BOLD – AS AMENDED ON SEPTEMBER 4, 2003**

### *Planning Commission Policy*

#### **REROOFING FOR SINGLE-FAMILY DWELLINGS**

Subject: Re-roofing permits for single-family detached dwelling units involving a substitution of material or a change in roof color

Policy No.: 2-2000 (replaces Administrative Policy P-90-001)

Date of Planning Commission Approval: March 7, 2000 (Amended on September 4, 2003)

Effective Date of Policy: May 1, 2000

Background and/or Problem Statement: Increasingly, the Planning/Code Enforcement and Building Inspection Divisions are reviewing requests for re-roofing permits which involve a substitution in the type of roof material or a change in roof color on single-family detached dwelling units. Because the type or color of roof material may have a dramatic impact on the architectural character of an individual unit or its relationship to surrounding units or units along the street, it is important that the roof material be carefully evaluated for architectural compatibility. There are some architectural styles which may lend themselves to a number of variations in roof material and color, such as a basic ranch-style house. There are other, highly stylized forms of architecture which do not easily lend themselves to variations in roof material, such as a Spanish or Mediterranean style house originally constructed with a barrel-vaulted tile roof.

Because a roof is such an obvious architectural element and roof material is one design element that has historically been used to bring architectural consistency to units within subdivisions, it is important that changes in roof materials be sensitive to the architecture of the dwelling unit, the subdivision it is in, and surrounding dwelling units.

Purpose of Policy:

1. To establish a policy with respect to reviewing requests for re-roofing permits for single-family detached dwelling units that can be consistently applied over time by staff of the Planning/Code Enforcement Division and Building Inspection Division which will result in the consistent and fair treatment of residents in the City and which can bring clarity to the review process.
2. To develop a set of criteria that will help to preserve and maintain the original architectural character of single-family detached dwelling units.
3. To establish a set of criteria for evaluating and reviewing re-roofing permit requests which are consistent with the general direction given to the Community Development Director by the Planning Commission.

**POLICY:** Requests to re-roof a single-family detached dwelling unit shall be subject to the following design criteria and review procedures:

- A. Dwelling Units Originally Approved as Part of a Single Family/Planned Development (R-1/PD) District (Alden Crossing; Alden Park; Antigua; Catamaran Estates; Longwater; Martinique; Martinique Cove; Pitcairn; Plum Island; Sea Colony; Sea Island; Whalers Cove; Whalers Isle; and all future such projects.)

Single-family detached units originally approved as part of a Single-Family/Planned Development (R-1/PD) District are limited to using the originally approved roof materials and colors approved by the Planning Commission for the project or as amended by the Planning Commission. The Dolphin Bay and Greenport developments shall be treated as if they were zoned R-1, because they do not have a homeowners' association to review and propose guidelines for the entire development.

- B. Dwelling Units Located Within an R-1 District

Proposed materials and colors for re-roofing requests must be architecturally in character and compatible with the basic architectural style of the unit, the subdivision within which the unit is located, surrounding properties and the overall roofscape of the street on which the subject unit is located.

#### Roof Materials

Proposed materials must have the same character as the materials to be replaced and "read" architecturally as being the same with respect to thickness, appearance, "shadowing effect" and texture.

At the February 20, 1990 Planning Commission Study Session, the Planning Commission looked at a number of roof materials including asphalt composition tile (brands reviewed included Elk, Celotex, GS Roofing and Pabco), fiber cement tile (brands reviewed included Hardishake, Cal-Shake and Permatek Shake), metal tile (brands reviewed included Cal-Pac, Gerard, Sierra and Decratile) and cement tile (brand reviewed Duralite). Samples of roof materials and colors have been reviewed by the Planning Commission or a subcommittee of the Commission on several other occasions since 1990 as new materials and colors have become available. For examples of acceptable and unacceptable colors, review "Information on Approved Materials and Colors to Replace Existing Roofs in the R-1 (Single-Family Residence) District" as periodically updated.

The Planning Commission generally felt the fiber cement tiles, metal tiles and cement tiles were of a thickness comparable to and could be used as an acceptable substitute for wood shake/shingle roofs. With respect to asphalt composition shingles, the Planning Commission felt that only the very thickest types (as exemplified by the Celotex/Presidential Shake, 40 year and Elk/Prestique Plus, 30 years plus 10) were comparable to wood shake/shingle roofs and therefore acceptable as a replacement for wood shake shingle roofs.

#### Direction to Community Development Director:

1. Single-family houses originally constructed with wood shakes or wood shingles or other materials such as 40-year asphalt composition or tile shall be required to use wood shake or wood shingle or the materials and colors on Part A of the list, which include 40-year asphalt composition, fiber-cement, coated metal, and tile. **As noted in the list, in December 2001, many roofing manufacturers changed their warranty policies.**

**Therefore, the City's list has been revised to refer to the thickness of the material (6 mm), in order to remain consistent with the intent that thicker, more dimensional materials be used to replace the original thick materials, such as wood shake.**

2. Only those single-family houses originally constructed with 20- or 25-year composition asphalt roof materials may use the 20-, 25-, and 30- year asphalt composition shingle for a new roof according to Part C of the Approved Replacement Materials list contained in the "Information on Approved Materials and Colors to Replace Existing Roofs in the R-1 (Single-Family Residence) District."
3. Single-family houses with low-pitch roofs originally constructed with tar and gravel or built-up roofing shall be allowed to re-roof with materials from Part C of the list or tar and gravel that is consistent with the colors on Part C of the list. Built-up roofing shall not be allowed on low-pitch roofs that are visible.
4. Single-family houses with flat roofs originally constructed with tar and gravel or built-up roofing shall be allowed to re-roof with similar materials that are grey or tan in color. White shall not be allowed.

#### **Roof Material Color**

At the February 20, 1990 Planning Commission Study Session, the Commission directed staff to only approve roof colors that are comparable to a weathered looking wood shake/shingle roof or colors that have a dark appearance. Examples of acceptable colors reviewed by the Planning Commission included medium and dark browns, medium and dark greys, dark green, charcoal (black), grey/brown and grey/green.

**At the May 15, 2003 and August 7, 2003 Planning Commission Study Sessions and the August 21, 2003 Regular Meeting, the Commission directed staff to add red/brown colors to the Part A section of the list, leaving only red colors on the Part B section of the list to be also allowed only on Spanish or Mediterranean style houses.**

Roof material colors the Planning Commission reviewed but did not feel were acceptable colors to use included light brown, light grey, light or medium green, beige, tan, ~~red/brown~~ and red, except that ~~red/brown~~ red colors may be used on houses of Spanish or Mediterranean style, as determined by the Community Development Director. A listing materials and colors for roof replacements on Spanish and Mediterranean style houses shall be maintained by the Community Development Director in Part B of the Approved Replacement Materials list contained in the "Information on Approved Materials and Colors to Replace Existing Roofs in the R-1 (Single-Family Residence) District."

For examples of acceptable and unacceptable colors, review "Information on Approved Materials and Colors to Replace Existing Roofs in the R-1 (Single-Family Residence) District" as periodically updated.

#### Direction to Community Development Director:

1. Colors allowed for re-roofing of single-family homes shall be as contained in the lists (Parts A, B, and C) in the "Information on Approved Materials and Colors to Replace Existing Roofs in the R-1 (Single-Family Residence) District" as periodically updated.

2. The Community Development Director shall have the authority to allow materials and colors from Part B of the Approved Replacement Materials list (for Spanish and Mediterranean style houses) to be used on houses that are not Spanish or Mediterranean style, where the material and color will be compatible with the architecture of the house and not be detrimental to the character of the neighborhood.
3. Single-family houses with flat roofs originally constructed with tar and gravel or built-up roofing shall be allowed to re-roof with similar materials that are grey or tan in color. White shall not be allowed.

### **Storage/Roof Material/Color Samples**

Samples of roof materials shall be kept in the Community Development Department and made available for public review.

### **C. Permits Required/All Dwelling Units**

Requests for re-roofing require a re-roofing permit from the Building Inspection Division. Re-roofing permits shall be checked and initialed by a planner to ensure that the material is acceptable for the subject house as follows:

#### **Direction to Community Development Director:**

1. For R-1 Districts, the roof material and color are approved replacement material and color according to the list contained in the "Information on Approved Materials and Colors to Replace Existing Roofs in the R-1 (Single-Family Residence) District" as follows:  
  
Part A – Approved replacement materials and colors for existing wood shake roofs;  
  
Part B – Approved replacement materials and colors for roofs on Spanish- or Mediterranean style houses;  
  
Part C – Approved replacement material and colors for existing 20-25-year asphalt shingle roofs.
2. For R-1/PD (Single-Family/Planned Development) Districts, the reroofing material and color for the entire development has been approved by the Planning Commission.