

STORY POLES
ART JURY SUBMITTAL REQUIREMENT
(Effective June 1, 2007)

Purpose

Story poles are used to depict the elevations and silhouette of a proposed structure or an addition to an existing building. They are intended to aid neighbors, staff and decision-makers in their evaluation of a proposed project. Story poles are required for projects that propose a new structure, a second-story addition, or any addition exceeding 2,000 square feet.

Story poles are required at the last stage of a Workshop Application to allow the Art Jury to check the building height and bulk before the preparation of more costly Preliminary plans.

Story poles must be constructed during the last stage of review of the Workshop Application at the direction of the Art Jury for a building height and massing check. Story poles may also be requested to assist the Art Jury in other circumstances at any time.

In the event that story poles are not erected, or not adequately erected, the applicant will be requested to erect poles by the Art Jury. The project will then be continued to give the Art Jury time to review the proposed project based on the story poles. When story poles are required a Preliminary Application should not be submitted unless the Art Jury has performed the story pole building height and massing check with a Workshop Application and acknowledged that it is acceptable for the applicant to proceed to Preliminary Application stage.

Process

Step 1 – Story Pole Installation

Poles shall be erected during the review of a Workshop Application at the direction of the Art Jury, and shall remain in place until the Art Jury agrees that a Preliminary Application should be submitted. If the proposal changes significantly at the Preliminary Application stage new poles shall be constructed at the discretion of the Art Jury. Staff recommends that 2" x 4" lumber be utilized in combination with 1.25"-1.5" orange/red ribbon to show rooflines. Alternatively, irrigation pipe can be used.

Wooden posts are shown erected at all corners of the proposed structure/addition, and at roof ridges. Their purpose is to show the structure's outline and roof and deck elevations. Orange/red ribbon is then strung between these posts to indicate location and heights and to facilitate accurate viewing of the proposed structure. Story poles must show the building as it will appear from proposed grade. Blue tape must be used to show the pad height on the story poles.

Step 2 – Story Pole Plan Submittal

A site/floor plan must be submitted to the Association with the application that includes the following:

1. The location of the story poles in relation to the proposed building, as well as the height of each pole. All plans shall be at least 1/8"-1' scale.
2. A statement (certification) signed and stamped by a California Registered Surveyor or Civil Engineer stating that the proposed grade datum, location, height of the poles and the marked pad height is accurate.

Please Note: The Art Jury will not review a project unless items 1 and 2 above are completed and the poles are installed.

If you have any questions regarding the construction of the story poles, please contact the Building Commissioner's office at 858-756-1174.

Adopted February 22, 2000
Amended April 27, 2007

Amended June 20, 2000
Amended October 16, 2007