



**DESIGN REVIEW CHECKLIST**

The purpose of this sheet is to provide a simplified and expedited review of the design review principles and guidelines using objective review standards. The standards are intended as tool for the decision-maker in making findings that the proposal either achieves compliance with the intent of the principles or reasonably mitigates any conflict. When reviewing the check sheet, the proposal should as a whole “meet” the standards and thus be generally consistent with the overriding principles. [Compliance or non-compliance with any one standard is not a determinant. However, where several standards fail, they should be offset by standards that exceed other standards]

**Standard Principles and Guidelines**

1. Landscaping should be done with a purpose. It should be used as a tool to integrate the proposed development into the surrounding environment.				
Exceeds	Meets	Fails	NA	
				Landscaping, including trees, shrubs, and vegetative groundcover, is provided to visually screen and buffer the use from adjoining less intense uses.
				Signs are located on buildings or incorporated into the landscaping so as not to be the main focus either during the day or night. (e.g. low signs with vegetative backgrounds to soften visual impact). If illuminated they shall be front lit. Efforts have been made to make signs vandal resistant.
				Outdoor furniture samples have been submitted consistent with the overall project design.
				Proposed fencing is incorporated into the landscaping so as to have little or no visual impact.
				The vegetation to be utilized includes native, low maintenance plantings. Trees planted along streetscapes with overhead power lines should include only those identified on the City’s Tree List.
				Landscape lighting - low voltage, non-glare, indirect lighting is directed, hooded or shielded away from neighboring properties.
				Street lighting (poles, lamps) is substantially similar or architecturally more significant than other street lighting existing on the same street and will not conflict with any City approved street lighting plans for the street.
				Parking and building lighting is directed away from surrounding properties through the use of hooding, shielding, siting and/or landscaping.
2. All attempts should be made at minimizing the removal of significant natural features. Significant natural features should be integrated into the overall site plan.				
Exceeds	Meets	Fails	NA	
				Existing trees over 6” dbh that are not required to be removed to accommodate the proposed development are retained and incorporated into the landscape plan.
				Rock outcroppings, forested areas and water bodies are retained.

3. Buildings should have a “finished” look. Any use of panelized materials should be integrated into the development in a manner that achieves a seamless appearance.			
Exceeds	Meets	Fails	NA
			Use of corrugated materials, standing seam, T-1 11, or similar siding materials are questionable, unless it can be shown through the use of renderings or other visual applications that the use of these materials will produce a development with a high visual (or aesthetic) quality.
			Buildings walls or fences visible from roadways should be articulated in order to avoid a blank look. The walls can be broken up by including some combination of window/display space, plantings, offsetting walls with two-tone colors, or creating plazas, water features, art (civic, pop, etc.) awnings, or similar devices.
			The use of bold colors has been avoided unless used as minor accents.
			Higher density/larger structures abutting lower density residential structures have been designed to mitigate size and scale differences. In some cases, creating a natural buffer may be appropriate.

### Specific Principles and Guidelines for Multi-Family

Stacked Housing			
Exceeds	Meets	Fails	NA
			All on-site parking areas shall be screened with landscaping. Parking spaces shall be clustered in small groups of no more than six to ten spaces.
			Stacked houses abutting or located in single-family residentially zoned areas shall be designed to mitigate size and scale differences.
			Walls shall be articulated in order to avoid a blank look and to provide a sense of scale.
			Detached garages shall be located to the rear of stacked unit(s) so as not to be directly viewable from a public street.
			Attached garages shall account for less than fifty percent of the front façade of the structure.
Landscaping and Screening			
Exceeds	Meets	Fails	NA
			Surrounding sites should be screened from parking and building lighting.
			Parking spaces should be clustered in small groupings. Groupings should be separated by landscaping to create a pedestrian friendly, park-like environment. Parking lot landscaping should be credited toward the total landscaping requirements.
			Green belts should be used to separate different uses whenever possible.
			The vertical intensity of landscaping should increase as the height of the structure increases.
Circulation and Connections			
			Pathways define traffic/pedestrian movement. Building brought up to the public right-of-way help define these movements. Trees and/or planting strips shall be used for separating vehicles and pedestrian movements as well as providing a secure and pedestrian friendly environment.