

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 “comply” with the standards and thus be generally consistent with the overriding principles. [Yes = In Compliance; No = Not In Compliance; NA = Not Applicable]

Standard Principles and Guidelines

ARCHITECTURE				
Yes	No	NA	Principles and Guidelines	Comments
			Corrugated materials, standing seam, T-1 11, or similar siding materials are avoided unless it produces a high visual (or aesthetic) quality.	
			Buildings walls or fences visible from roadways are articulated in order to avoid a blank look.	
			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.	
LANDSCAPING AND SCREENING				
Yes	No	NA	Principles and Guidelines	Comments
			Vegetation for landscaping includes native, low maintenance plantings. Significant trees are retained if feasible.	
			Trees planted along streetscapes with overhead power lines include only those trees identified on the City's Tree list.	
			Landscaping, including trees, shrubs, and vegetative groundcover, is provided to visually screen and buffer the use from adjoining less intense uses including parking.	
			Proposed fencing is incorporated into the landscaping so as to have little or no visual impact.	
			Signs located on buildings or incorporated into the landscaping	

			are unobtrusive and vandal resistant. If illuminated they are front lit.	
			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 do 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.	
			Outdoor furniture samples are consistent with the overall project design.	
			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.	
HISTORIC AND HERITAGE PRESERVATION				
Yes	No	NA	Principles and Guidelines	Comments
			The use of Historic Markers, information kiosks, project names, architectural features, or other elements of the project promote the historic heritage of the site or surrounding area.	

Specific Principles and Guidelines

GATEWAYS AND CORRIDORS				
SIGNAGE				
Yes	No	NA	Principles and Guidelines	Comments
			Gateways are devoid of free-standing signs. Preexisting freestanding signs are proposed for removal at the time of development, redevelopment, or major rehabilitation on the site.	
			Permanent signage within a gateway are standardized to create a consistent look in terms of size, color, and materials.	

STREETSCAPE				
Yes	No	NA	Principles and Guidelines	Comments
			The main public entrance is oriented toward the public right-of-way.	
			Pedestrian walkways connect each building's front entry with the sidewalk.	
			Bike lanes are provided and link public areas with neighborhoods and other local and regional bicycle corridors.	
			Alternative transportation, such as attractive bus stop shelters, bicycle parking, etc. are provided.	
			Trees, planting strips or bioswales are used for separating vehicles and pedestrian movements.	
			Street trees no less than two inches in diameter are planted within planter strips or tree wells at a spacing that creates the appearance of a continuous canopy at tree maturation.	
			The surface of pedestrian walkways within intersections are accentuated with a unique character (i.e. pattern stone, exposed aggregate, stamped concrete, etc.)	
			Buildings are placed as close to streets and roads as the zoning code allows.	
			On-site parking is located to the rear or the side of the building.	
			A consistent iconic streetscape lighting scheme is used that portrays the primary development period, architecture characteristics, or predetermined theme as identified in a concept plan, sub-area plan, or master plan recognized by the City.	
LANDSCAPING				
Yes	No	NA	Principles and Guidelines	Comments
			Landscaping adjacent to the public right of way provides multiple layers of plantings, including canopy trees, understory trees, shrubs and groundcover.	
			Hanging baskets provided along building frontages add visual interest and the bottom of the basket is a minimum of 80 inches above the finished grade of the sidewalk.	
			Median planting design/plant selection create a unique and cohesive streetscape design.	

COMMERCIAL

ARCHITECTURE

Yes	No	NA	Principles and Guidelines	Comments
			Office and retail buildings provide a minimum solid to void ratio of 60%/40%	
			The development is built with a residential feel (i.e. size, scale, and materials compatible with neighboring buildings) if surrounded by residential areas or adjacent to residentially zone properties.	
			Buildings over two stories have the third story and above offset from the first two stories, if surrounding developments are less than three stories or land use designations on adjacent sites do not allow more than three story development.	

LANDSCAPING & SCREENING

Yes	No	NA	Principles and Guidelines	Comments
			Intersections are illuminated, but not dominated by lighting. Lighting is incorporated into the landscape and illuminates the quality of the natural environment. Street light poles and lamps are compatible with other nearby lighting on the same street.	
			Parking spaces are clustered in small groupings and separated by landscaping to create a pedestrian friendly, park like environment.	

STREETScape

Yes	No	NA	Principles and Guidelines	Comments
			On-site parking areas are located to the interior of the development unless site development proved prohibitive. Otherwise, parking areas are screened with landscaping.	
			Buildings are placed close to streets and roads unless site constraints made it impossible or characteristics of the surrounding properties already developed made it incompatible. Otherwise, retail frontage setbacks do not exceed 25 feet from back of curb.	
			Window and door placement provides a high degree of transparency at the lower levels of the building and maximize visibility of pedestrian active uses.	
			Each use/activity in a development containing multiple uses/activities is integrated in a manner that achieves a	

			seamless appearance or creates a cohesive development.	
			New streets intersecting commercial properties are designed to create a safe environment. “Coving” techniques and “round-a-bouts” were considered for traffic calming when appropriate.	
MULTI-FAMILY				
Yes	No	NA	Principles and Guidelines	Comments
1. STACKED HOUSING (APARTMENTS)				
Landscaping & Screening				
			All on-site parking areas are screened with landscaping. Parking spaces are clustered in small groups of no more than 6-10 spaces and separated by landscaping to create a pedestrian friendly park-like environment.	
			Green belts are used to separate different uses whenever possible.	
			Vertical intensity of landscaping increases as the height of the structure increases.	
			Stacked housing abutting or located in single-family residentially zoned areas is designed to mitigate size and scale differences.	
Architecture & Streetscape				
			Buildings are brought up to the road to help define traffic/pedestrian movements.	
			Principal pedestrian entrances of buildings are along a street, open space or mid-block passage with the exceptions of visible entrances off a courtyard.	
			Walls are articulated in order to avoid a blank look and provide a sense of scale including a minimum solid to void ratio of 70%/30%.	
			Detachable garages are located to the rear of stacked unit(s) so as not to be directly viewable from a public street.	
			Attached garages account for less than 50% of the front face of the structure. Garages visible from the street are articulated by architectural features, such as windows, to avoid a blank look.	
			Stoops, porches and direct individual entries are included in the ground-floor units.	
			Street lighting poles and lamps are compatible with other nearby lighting on the same street, unless other lighting is	

			expected to be replaced in the foreseeable future or a nostalgic theme compatible with the proposed development is desired. Surrounding sites are screened from parking and building lighting.	
2. TOWNHOMES AND ROWHOUSES				
			All on-site parking areas (excluding driveways & garages) are screened with landscaping.	
			Buildings are brought up to the road to help define traffic/pedestrian movements.	
			Structures abutting or located in single family residentially zoned areas are designed to mitigate size and scale differences when appropriate.	
			Walls are articulated in order to avoid a blank look and provide a sense of scale including a minimum solid to void ratio of 70%/30%.	
			Detachable garages are located to the rear of the townhouse or rowhouse unit(s) so as not to be directly viewable from a public street.	
			Attached garages account for less than 50% of the front face of the structure. Garages visible from the street are articulated by architectural features, such as windows, to avoid a blank look.	
			Green belts are used to separate different uses whenever possible.	
			Vertical intensity of landscaping increases as the height of the structure increases.	
3. DUPLEX, TRIPLEX & FOUR-PLEX				
			Attached garages account for less than 50% of the front face of the structure. Garages visible from the street are articulated by architectural features, such as windows, to avoid a blank look.	
			Buildings provide a complementary façade that faces the public right of way, and is the primary entrance to a unit or multiple units, unless impracticable.	