

Project Design Review Applicant Checklist – Commercial and Public Districts

File Name: _____

File
Number: _____

Please read and follow all instructions carefully. Thorough completion of this checklist will assist in processing your application in an efficient manner.

Project Design Review (PDR) is required for multiple-family, commercial, industrial and other nonresidential projects. This checklist provides the full written text of each design guideline and must be completed and submitted with the PDR Application.

Some guidelines use the word “shall” while others use the word “should.” The “shall” statements are absolutely mandatory and offer relatively little flexibility unless choices are provided within the statement itself. Mandatory elements and are indicated on this checklist **in bold** and with an “**M**.”

Guidelines using the word “should” must be satisfied but are meant to be applied with some flexibility. The City is open to design features that are equal to or better than the guideline as stated. The Community Development Director may approve departures from guidelines with “should” statements, pursuant to LMC Section 21.25.150, upon written request by the applicant and a finding that the proposal provides equivalent or superior results to the original guideline.

Read the text carefully to determine whether the proposal complies with the guideline, does not comply with the guideline, or if the guideline is not applicable. **Every guideline in the applicable section(s) of the Lynnwood Citywide Design Guidelines must be addressed by the applicant in a brief typed statement.** An electronic version of this checklist may be found online at: <http://www.ci.lynnwood.wa.us/Content/Business.aspx?id=933>.

Visual examples of specific guidelines are available within the published version of the Lynnwood Citywide Design Guidelines available online at: <http://www.ci.lynnwood.wa.us/Content/Services.aspx?id=936>.

Please be advised that additional information may be required during the review process in order to respond to or resolve particular issues. No application shall be considered complete if any of the required information is missing.

Please describe compliance with the design guidelines in a separate, typed statement. In situations where the proposal does not comply, please describe how the proposal provides equivalent or superior results to the original guideline.

ALL DISTRICTS

SITE GUIDELINES

Location of Parking Lots

Intent: To provide parking lots in areas that are as visually unobtrusive as possible.

Pages 2-3

- 1** New development and redevelopment should locate parking lots behind buildings when possible (Fig. 1).

Not applicable Complies Does not comply
- 2 M** Where a double-loaded aisle of parking is located between a building and a street right-of-way, a 15-foot wide landscape area shall be provided between the parking lot and the street right-of-way. In addition, interior landscaping for that parking lot shall be increased to a minimum of 10% of the total square feet of the parking lot area (Fig. 2 & 4). Note: There may be additional parking lots located behind buildings where this guideline would not apply.

Not applicable Complies Does not comply
- 3 M** Where there is more than a double-loaded aisle of parking located between a building and a street right-of-way, a 20-foot wide landscape area shall be provided between the parking lot and the street right-of-way. In addition, interior landscaping for that parking lot shall be increased to a minimum of 15% of the total square feet of the parking lot area (Fig. 3). Note: There may be additional parking lots located behind buildings where this guideline would not apply.

Not applicable Complies Does not comply
- 4 M** Where parking lots are located in front, beside, or inbetween buildings, 75% of plant material used to meet landscape requirements between a parking lot and a street right-of-way shall be evergreen varieties.

Not applicable Complies Does not comply
- 5 M** Shrubs used adjacent to a street right-of-way shall not exceed a maximum height of 30 inches at maturity.

Not applicable Complies Does not comply

Please describe compliance with the design guidelines in a separate, typed statement. In situations where the proposal does not comply, please describe how the proposal provides equivalent or superior results to the original guideline.

6 Location of parking lots shall be easily identifiable from the street right-of-way.

M

Not applicable

Complies

Does not comply

7 Variation in the width and depth of planting areas are encouraged so long as the minimum width is provided.

Not applicable

Complies

Does not comply

Parking Lot Landscaping

Intent: To reduce the visual impact of parking lots through landscaped areas, trellises and/or other architectural features that compliment the overall design and character of developments.

Page 4

1 The parking lot landscape should reinforce pedestrian and vehicular circulation, especially parking lot entrances, end of driving aisles, and pedestrian walkways leading through parking lots.

Not applicable

Complies

Does not comply

2 Low walls and raised planters (a maximum height of 3 feet), trellises with vines, architectural features or special interest landscapes should be used to define entrances to parking areas. Where signs are placed on walls, they should be integrated into the design and complement the architecture or character of the other site features.

Not applicable

Complies

Does not comply

3 Landscape plant material size, variety, color, and texture within parking lots should be integrated with the overall site landscape design.

Not applicable

Complies

Does not comply

4 One tree shall be provided for every 10 parking stalls to be located within the interior parking lot landscape areas.

M

Not applicable

Complies

Does not comply

5 A minimum 4-foot setback shall be provided for all trees and shrubs where vehicle overhang extends into landscape areas.

M

Not applicable

Complies

Does not comply

Please describe compliance with the design guidelines in a separate, typed statement. In situations where the proposal does not comply, please describe how the proposal provides equivalent or superior results to the original guideline.

Site Landscaping

Pages 5-7

Intent: To provide variety and special interest within landscaped areas, to integrate the entire site into the overall landscape design and to reduce the visual impact of development on adjacent uses.

- | | | | | |
|----------|--|--|-----------------------------------|--|
| 1 | Landscape areas should reinforce pedestrian and vehicular circulation routes and entrances. | <input checked="" type="checkbox"/> Not applicable | <input type="checkbox"/> Complies | <input type="checkbox"/> Does not comply |
| 2 | Plant material should include a variety of seasonal colors, forms, and textures that contrast or compliment each other with a mixture of evergreen and deciduous trees, shrubs, groundcover and low-maintenance perennials. Continuous expanses of uniform landscape treatment along an entire street front should be avoided. | <input checked="" type="checkbox"/> Not applicable | <input type="checkbox"/> Complies | <input type="checkbox"/> Does not comply |
| 3 | Drought tolerant plants and/or plants native to the Pacific Northwest should be used where opportunity allows. | <input checked="" type="checkbox"/> Not applicable | <input type="checkbox"/> Complies | <input type="checkbox"/> Does not comply |
| 4 | Plant material should be provided to enhance the corners at intersections. Plant material within the intersection sight distance triangle as defined by the Lynnwood Municipal Code shall not exceed 36 inches in height. | <input checked="" type="checkbox"/> Not applicable | <input type="checkbox"/> Complies | <input type="checkbox"/> Does not comply |
| 5 | Avoid planting groundcover or shrubs where pedestrian access is anticipated. Pedestrian walkways may extend across required landscape areas. | <input checked="" type="checkbox"/> Not applicable | <input type="checkbox"/> Complies | <input type="checkbox"/> Does not comply |
| 6 | All areas not devoted to required landscape areas, parking lots, structures, or other site improvements, should be planted or remain in existing non-invasive vegetation. | <input checked="" type="checkbox"/> Not applicable | <input type="checkbox"/> Complies | <input type="checkbox"/> Does not comply |
| 7 | Perennials and/or annuals should be provided to highlight pedestrian areas such as building and/or site entrances, public open space, plazas and pedestrian connections. Note: This guideline is not applicable to industrial districts. | <input checked="" type="checkbox"/> Not applicable | <input type="checkbox"/> Complies | <input type="checkbox"/> Does not comply |

Please describe compliance with the design guidelines in a separate, typed statement. In situations where the proposal does not comply, please describe how the proposal provides equivalent or superior results to the original guideline.

- 8** River rock, gravel, driftwood, and similar non-living materials should not be used as groundcover substitutes, but may be allowed as accent features within landscape planting areas so long as the area covered by such features does not exceed 5% of the total landscape planting area.
- Not applicable Complies Does not comply
- 9** **Automatic irrigation shall be provided in all required landscape areas.**
- M** Not applicable Complies Does not comply
- 10** **Landscape planting areas located between commercial or industrial districts and any residential district shall provide a 100% sight-obscuring year-round buffer using plant material or a combination of a fence (maximum 6 feet high) and plant material.**
- M** Not applicable Complies Does not comply
- 11** **A maintenance plan, including on-going tasks and schedules, shall be submitted to the City for review for all landscape areas, to include:**
- Litter pick-up
 - Mowing turf
 - Weeding planting beds
 - Removing noxious weeds
 - Sweeping
 - Replacement of dead or dying plant material
 - Irrigation repair/adjustments
 - Trimming hedges
- Not applicable Complies Does not comply
- 12** **Tree selection within all landscape areas, including street trees, shall consider existing utilities, lighting, existing and proposed signage, adjacent trees, existing natural features, tree root growth, solar access, planting area width, and overall height of trees selected at maturity.**
- M** Not applicable Complies Does not comply
- 13** Trees within the street frontage buffer should be located near the street right-of-way to help contribute to a more pedestrian friendly streetscape environment.
- Not applicable Complies Does not comply

Please describe compliance with the design guidelines in a separate, typed statement. In situations where the proposal does not comply, please describe how the proposal provides equivalent or superior results to the original guideline.

Lighting

Page 8

Intent: To ensure that lighting contributes to the character of the site and does not disturb adjacent developments and residences.

- 1** Lighting should complement other lighting elements used throughout and surrounding the site, such as pedestrian pathway lighting, and lighting used in adjacent developments and the public right-of-way.

Not applicable Complies Does not comply
- 2** All lighting should be shielded from the sky and adjacent properties and structures, either through exterior shields or through optics within the fixture.

Not applicable Complies Does not comply
- 3** The use of accent lighting is encouraged but should be combined with functional lighting to highlight special focal points, building/site entrances, public art and special landscape features.

Not applicable Complies Does not comply
- 4** Lighting used should contribute to the overall character of the surrounding community, site architecture or other site features.

Not applicable Complies Does not comply
- 5** **Lighting used in parking lots shall not exceed a maximum of 30 feet in height. Pedestrian scale lighting shall be a maximum of 16 feet in height.**

Not applicable Complies Does not comply
- 6** Lighting design should comply with the Illuminating Engineering Society of North America's *Recommended Practices and ANSI Standards: Lighting for Exterior Environments*, latest edition, for each applicable lighting type (such as for a parking lot or walkway).

Not applicable Complies Does not comply

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Pedestrian Connections

Pages 9-10

Intent: To create a network of safe and attractive linkages for pedestrians.

1 M Clearly defined pedestrian connections shall be provided between:

- **Public rights-of-way and building entrances**
- **Parking lots and building entrances**

Not applicable

Complies

Does not comply

2 Pedestrian connections should be clearly defined by providing a combination of two or more of the following:

- 6 inch vertical curb
- Trellis
- Special railing
- Bollards
- Special paving
- Low seat wall and/or other architectural features
- A continuous landscape area, minimum of 3 feet wide on one side of the walkway, except where the walkway crosses vehicular travel lanes
- Pedestrian scale lighting, bollard lighting, accent lighting, or a combination thereof to aid in pedestrian way-finding

Not applicable

Complies

Does not comply

3 M Pedestrian connections shall not be less than 5 feet wide.

Not applicable

Complies

Does not comply

4 M Where a building entrance is located on or near the corner of two street right-of-ways, a pedestrian connection shall be provided from that corner to the building entrance.

Not applicable

Complies

Does not comply

Walls and Fences

Page 11

Intent: To mitigate walls and fences by providing variety and other visual interest.

- 1** Fences and walls should be visually permeable and have a desirable appearance from both sides. Where solid, vision-obscuring fences or walls are required by the Lynnwood Municipal Code, one or more of the following shall be used:

Please describe compliance with the design guidelines in a separate, typed statement. In situations where the proposal does not comply, please describe how the proposal provides equivalent or superior results to the original guideline.

- A variety of vegetation, such as trees, shrubs, groundcover and/or vines adjacent to the fence or wall
- Trellises or vine panels
- Architectural detailing, contrasting materials, or other items of special interest
- A variety of fence and wall angles and heights to add visual interest and character

Not applicable Complies Does not comply

2 Walls and fences should be constructed of materials that complement adjacent architectural styles.

Not applicable Complies Does not comply

3 **Chain link fences shall not be allowed except around sport courts.**

M Not applicable Complies Does not comply

4 Solid walls and fences used adjacent to a street right-of-way should be a maximum of 4 feet high. Walls and fences may extend up to a maximum height of 6 feet provided they are at least 90% visually permeable, such as open rails, ironwork, trellises or a column/gate treatment.

Not applicable Complies Does not comply

Marking Gateways and Prominent Intersections

Intent: To highlight gateway areas and prominent intersections as a focal point within the community.

1 Developments adjacent to gateways and prominent intersections should be marked with visually prominent features (see the Lynnwood Zoning Map for locations).

Not applicable Complies Does not comply

2 **Visually prominent features shall include three or more of the following:**

- M**
- **Public art**
 - **Monuments**
 - **Special landscaping treatment**
 - **Open space or a plaza**
 - **Water feature**
 - **Special paving or surface treatments**
 - **Unique pedestrian scale lighting or bollards**

Not applicable Complies Does not comply

Please describe compliance with the design guidelines in a separate, typed statement. In situations where the proposal does not comply, please describe how the proposal provides equivalent or superior results to the original guideline.

3 Elements used shall be oriented towards both pedestrians and vehicles along the street right-of-way.

M

Not applicable

Complies

Does not comply

4 Elements used should not block the visibility of adjacent businesses and/or vehicular sight distance requirements.

Not applicable

Complies

Does not comply

Natural Features and Green Corridors

Intent: To integrate natural features into developments and create a network of green corridors throughout Lynnwood.

Pages 13-14

1 Natural features, both within or adjacent to a development, should be integrated into project designs in one or more of the following ways. Other sustainable techniques may also apply, as approved by the City:

- Establish view corridors to natural features, framed by landscape or architectural treatments
- Provide controlled visual access, such as view overlooks
- Provide environmentally sensitive pedestrian connections to or throughout natural features, such as boardwalks and pedestrian bridges
- Continue plant materials used adjacent to natural features into other areas of site development to soften the transition between the natural and built environment

Not applicable

Complies

Does not comply

2 Existing significant trees should be retained where possible. If more than 20% of all existing significant trees are retained within a development, and are located outside environmentally sensitive areas and associate buffers, overall landscape requirements of the area in which the significant trees are retained may be reduced by 10%.

Not applicable

Complies

Does not comply

3 Elements of natural features or stands of existing (noninvasive) vegetation should be extended through developments to form a network of green corridors between adjacent site developments throughout Lynnwood.

Not applicable

Complies

Does not comply

Please describe compliance with the design guidelines in a separate, typed statement. In situations where the proposal does not comply, please describe how the proposal provides equivalent or superior results to the original guideline.

- 4 Stormwater facilities, such as detention ponds and biofiltration swales, should be integrated into the overall project design. Stormwater facilities should provide a more natural overall form and/or appearance through layout, design and landscape treatment. Stormwater facilities may be located within perimeter buffer areas provided the total required square foot areas of the buffer and a minimum 5 foot width is maintained.

Not applicable

Complies

Does not comply

BUILDING GUIDELINES

Prominent Entrance Intent: To ensure that building entrances are easily identifiable and clearly visible from roads and sidewalks.

Page 15

- 1 **Principal entry to the building or store shall be marked by at least one element from Group A and one**
M **element from Group B:**

Group A

- Large entry doors
- Recessed entrance
- Protruding entrance

Group B

- Canopy
- Portico
- Overhang

Not applicable

Complies

Does not comply

- 2 Some form of weather protection should be provided over the entry.

Not applicable

Complies

Does not comply

Screening Rooftop Equipment

Intent: To have rooftop features which contribute to the character of individual buildings and the neighborhood as a whole.

Page 16

- 1 **Any mechanical, electronic, or communication equipment mounted on the roof shall be properly**
M **screened. Furthermore, screening should be organized, proportioned, detailed and colored to be both an integral element of the building as seen from the points of high elevation, streets, and adjacent residences. Note: There may be exceptions for public safety communication devices.**

Not applicable

Complies

Does not comply

Please describe compliance with the design guidelines in a separate, typed statement. In situations where the proposal does not comply, please describe how the proposal provides equivalent or superior results to the original guideline.

- 2 Rooftops of buildings could include landscaped decks or terraces designed in such a way that mechanical equipment, elevator overruns and stair towers are housed within structures that are part of the composition of the building.

Not applicable

Complies

Does not comply

Treating Blank Walls Intent: To mitigate blank walls by providing visual interest.

Page 17

- 1 **M For walls visible from a street or residential area, if an uninterrupted expanse of blank wall longer than 30 feet (100 feet for industrial districts) is unavoidable, a combination at least one element from Group A and one element from Group B shall be used to cover a minimum of 50% (30% for industrial districts) of the blank wall:**

Group A

- Artwork, such as a low relief sculpture or mosaic
- Landscape area and/or a vertical trellis with climbing vines

Group B

- Architectural detailing, reveals, or indentations
- A mix of different materials, colors, and textures
- Pedestrian-oriented features such as lighting, awnings, or canopies

Not applicable

Complies

Does not comply

Minor Accessory Structures

Intent: To reduce the impact of accessory structures and have the structures contribute to the character of the main building.

Page 18

- 1 Accessory structures should be screened by landscaped features or solid wall. Structures and walls should use materials with such color and texture that match with the character of the main building.

Not applicable

Complies

Does not comply

Please describe compliance with the design guidelines in a separate, typed statement. In situations where the proposal does not comply, please describe how the proposal provides equivalent or superior results to the original guideline.

Marking Gateways

Intent: To enhance the identity of the city by marking major entrances.

Page 19

1 M Buildings along gateways (see the Lynnwood Zoning Map for locations) shall be designed to emphasize their gateway location.

Not applicable

Complies

Does not comply

2 Buildings along gateways should be given major architectural expression in facades, roof forms and massing, such as larger bulk, tower forms, peaked roofs, and over-sized windows.

Not applicable

Complies

Does not comply

Materials

Intent: To ensure that the character of the city is perceived as high quality.

Page 20

1 Buildings should use solid, permanent, low-maintenance materials to add variety, permanence and richness to buildings and streetscapes.

Not applicable

Complies

Does not comply

2 M Plywood shall not be used as an exterior surface.

Not applicable

Complies

Does not comply

3 M Exposed concrete walls shall be painted or given an architectural finish.

Not applicable

Complies

Does not comply

SIGN GUIDELINES

Integration with Architecture

Intent: To ensure that signage is part of the overall design of a project and not additive or an afterthought.

Page 21

1 M The design of buildings and sites shall identify locations and sizes for future signs. As tenants install signs, such signs shall be in conformance with an overall sign program that allows for advertising which fits with the architectural character, proportions, and details of the development. The sign program shall indicate location, size, and general design.

Not applicable

Complies

Does not comply

Please describe compliance with the design guidelines in a separate, typed statement. In situations where the proposal does not comply, please describe how the proposal provides equivalent or superior results to the original guideline.

2 Signs shall not project above the roof, parapet, or exterior wall.

M

Not applicable

Complies

Does not comply

Creative/Artistic Elements

Page 22

Intent: To encourage interesting, creative and unique approaches to the design of signs.

1 Signs should be creative, expressive, and individualized.

Not applicable

Complies

Does not comply

2 Signs should convey the product or service offered by businesses in a bold, graphic form.

Not applicable

Complies

Does not comply

3 Any sign that meets this criteria may be allowed to be 30% larger than the Lynnwood Municipal Code otherwise allows.

Not applicable

Complies

Does not comply

COMMERCIAL AND PUBLIC DISTRICTS

SITE GUIDELINES

Access Driveways

Page 24

Intent: To facilitate the flow of traffic entering and exiting commercial parking lots.

1 Access driveways connecting a double-loaded aisle of parking or garage to the street right-of-way shall not be impacted or interrupted by parking drive aisles or adjacent parking stalls for a distance of at least 30 feet from the edge of the street right-of-way.

M

Not applicable

Complies

Does not comply

Please describe compliance with the design guidelines in a separate, typed statement. In situations where the proposal does not comply, please describe how the proposal provides equivalent or superior results to the original guideline.

- 2 M** Access driveways connecting more than a double-loaded aisle of parking or garage to the street right-of-way shall not be impacted or interrupted by parking drive aisles or adjacent parking stalls for a distance of at least 50 feet from the edge of the street right-of-way.

Not applicable

Complies

Does not comply

Sidewalks and Street Trees

Page 25

Intent: To establish a consistent character for street right-of-ways.

- 1** Street trees within the public right-of-way (where approved by the Lynnwood Public Works Department) should be located in tree grates or a minimum 4 foot wide planted area between the sidewalk and the curb edge.

Not applicable

Complies

Does not comply

- 2 M** Street trees planted between the sidewalk and the curb edge shall utilize root barriers, trunk protection measures, staking and soil preparation as approved by the Community Development Department.

Not applicable

Complies

Does not comply

- 3** Special paving, such as brick or other unit pavers, used for plazas, gateways, or other features may extend into the sidewalk area provided they comply with the minimum standards required by the Public Works Department.

Not applicable

Complies

Does not comply

Site Furnishings

Page 26

Intent: To create a more pedestrian friendly street through the use of site furnishings at plazas, building entrances and other pedestrian areas.

- 1** Site furnishings, such as benches, tables, trash receptacles, and other pedestrian amenities used should be made of durable, weather-resistant and vandal-resistant materials.

Not applicable

Complies

Does not comply

- 2** Use of site furnishings, such as benches, tables, bike racks and other pedestrian amenities should be provided at building entrances, plazas, open spaces, and/or other pedestrian areas.

Please describe compliance with the design guidelines in a separate, typed statement. In situations where the proposal does not comply, please describe how the proposal provides equivalent or superior results to the original guideline.

Not applicable Complies Does not comply

3 Site furnishings used should not block pedestrian access or visibility to plazas, open space areas and/or building entrances.

Not applicable Complies Does not comply

Plazas and Other Open Spaces

Intent: To provide a friendly pedestrian environment by creating a variety of usable and interesting open spaces within private development.

Page 27

1 M New or renovated buildings shall have plazas, courtyards, or other pedestrian spaces at or near their main entrances. Plazas should be a minimum of 1 square foot of plaza per 100 square feet of building area.

Not applicable Complies Does not comply

2 Plazas, courtyards and other pedestrian space should include at least three of the following:

- Special interest landscaping
- Pedestrian scale lighting, bollards, or other accent lighting
- Special paving, such as colored/stained concrete, brick, or other unit pavers
- Public art with a valuation of at least one-half of 1% of the total construction cost
- Seating, such as benches, tables, or low seating walls
- A water feature

Not applicable Complies Does not comply

Consolidated (Shared) Spaces

Intent: To reduce the overall impact of parking by connecting or consolidating parking lots and driveways whenever possible.

Page 28

1 M Vehicular access to adjacent parking lots should be consolidated (shared) to reduce the number of curb cuts.

Not applicable Complies Does not comply

2 Pedestrian connections which meet the standards outlined in the All Districts checklist should be provided between adjacent commercial developments.

Not applicable Complies Does not comply

Please describe compliance with the design guidelines in a separate, typed statement. In situations where the proposal does not comply, please describe how the proposal provides equivalent or superior results to the original guideline.

BUILDING GUIDELINES

Relationship to Public Streets

Page 29

Intent: To ensure that commercial buildings add to the liveliness of streets and the overall community character.

- 1 Buildings, trees and landscaping should be predominant over parking lots and large free-standing signs.
 Not applicable Complies Does not comply
- 2 People traveling along arterial streets should be able to see storefronts, windows, merchandise, and other aspects of business activity.
 Not applicable Complies Does not comply
- 3 Pedestrian access to buildings should be visually and functionally clear.
 Not applicable Complies Does not comply

Overall Massing, Bulk and Articulation

Page 30

Intent: To reduce the massiveness of larger buildings.

- 1 **Façades longer than 50 feet shall be broken down into smaller units through the use of offsets, recesses, staggered walls, stepped walls, pitched or stepped rooflines, overhands and other elements of the building’s mass. Note: Simply changing materials or color is not sufficient to accomplish this.**
 Not applicable Complies Does not comply
- 2 Buildings should convey a visually distinct “base” and “top.” A sense of “base” can be produced by a different masonry pattern, more architectural detail, a visible “plinth” above which the wall rises, storefront, canopies or a combination of the above.
 Not applicable Complies Does not comply
- 3 **Articulation shall be provided along façades visible from streets and residential areas.**
 Not applicable Complies Does not comply

Please describe compliance with the design guidelines in a separate, typed statement. In situations where the proposal does not comply, please describe how the proposal provides equivalent or superior results to the original guideline.

Distance from the Street

Page 31

Intent: To ensure that buildings in certain locations can serve as landmarks.

1 In order to mark the intersections of major streets, building should be located within close proximity to the property line (at least 15 feet but no more than 20 feet) rather than parking lots. This can be accomplished by “outbuildings” that sit in from of the other buildings situated further away from the street. Buildings at the corner should have windows facing the street and entrances either facing the street or close to it. Buildings at the corner should be set back from the property line to allow for both a more generous sidewalk and additional landscaping.

Not applicable Complies Does not comply

2 At other locations along major streets, buildings may be set back any distance so long as it meets the provisions of the Lynnwood Zoning Code.

Not applicable Complies Does not comply

Ground Floor Transparency

Page 32

Intent: To provide visual connection between activities inside and outside the building.

1 M **A minimum of 15% of any ground floor façade that is visible from any street shall be comprised of windows with clear “vision” glass. Note: “Ground floor façade” refers to that portion of the façade between 2 feet and 12 feet above grade.**

Not applicable Complies Does not comply

2 M **A minimum of 30% of any ground floor façade located closer than 60 feet to an arterial street shall be comprised of windows with clear “vision” glass. Note: “Ground floor façade” refers to that portion of the façade between 2 feet and 12 feet above grade.**

Not applicable Complies Does not comply

3 M **A minimum of 60% of any ground floor façade located closer than 20 feet to an arterial street shall be comprised of windows with clear “vision” glass. Note: “Ground floor façade” refers to that portion of the façade between 2 feet and 12 feet above grade.**

Not applicable Complies Does not comply

4 For portions of façades that do not have windows, see guidelines for Opaque Walls.

Not applicable Complies Does not comply

Please describe compliance with the design guidelines in a separate, typed statement. In situations where the proposal does not comply, please describe how the proposal provides equivalent or superior results to the original guideline.

Opaque Walls

Intent: To ensure that buildings do not display blank, unattractive walls to the street.

Page 33

1 M The portions of walls facing streets that do not have windows shall have architectural treatment. At least four of the following elements shall be incorporated into any ground floor, street facing façade:

- **Masonry (no flat concrete blocks)**
- **Concrete or masonry plinth at the base of the wall**
- **Belt courses of a different texture and color**
- **Projecting cornice**
- **Decorative tile work**
- **Trellis containing plantings**
- **Medallions**
- **Opaque or translucent glass**
- **Artwork**

Not applicable

Complies

Does not comply

Weather Protection

Intent: To provide rain protection for pedestrians.

Page 34

1 M Canopies and awnings shall be provided along façades that give access to the building. Minimum depth of any canopy awning shall be 5 feet. The vertical dimension between the underside of the canopy or awning and the walkway shall be at least 8 feet and no more than 12 feet.

Not applicable

Complies

Does not comply

Ground Level Expression

Intent: To ensure that buildings along any street display the greatest amount of visual interest and reinforce the character of the streetscape.

Page 35

1 M The ground level of a building shall be pedestrian friendly in scale, expression, and use of materials.

Not applicable

Complies

Does not comply

Statement of Compliance:

Please describe compliance with the design guidelines in a separate, typed statement. In situations where the proposal does not comply, please describe how the proposal provides equivalent or superior results to the original guideline.

2 M The ground floor of buildings shall have at least three of the following elements:

- Large windows
- Kickplates for storefront windows
- Projecting sills
- Pedestrian scale signs
- Canopies
- Plinths

Not applicable

Complies

Does not comply

Roof Expression Intent: To ensure that rooflines present a distinct profile and appearance for the building.

Page 36

1 Buildings with flat roofs should have pitched roofs, extended parapets or projecting cornices to create a prominent edge when viewed against the sky, especially to highlight major entrances.

Not applicable

Complies

Does not comply

2 Sloped roofs with a pitch greater than 12:12 are not desired.

Not applicable

Complies

Does not comply

Colors

Intent: To ensure that new or renovated buildings do not detract from the image of the community.

Page 37

1 In general, bright, intense colors shall be reserved for minor accent trim; with the body of the building a more muted color. More intense colors may be considered for the purpose of highlighting architectural elements. However, large amounts of intense color which simply serves to advertise a business shall not be approved.

Not applicable

Complies

Does not comply

2 Translucent awnings with interior lighting shall not be permitted.

Not applicable

Complies

Does not comply

Please describe compliance with the design guidelines in a separate, typed statement. In situations where the proposal does not comply, please describe how the proposal provides equivalent or superior results to the original guideline.

I/We _____, owner(s) of the property commonly known as _____, do hereby apply for approval of Project Design Review for the above-referenced property. I/We certify that the information provided in this application, including all submittals and attachments, is true and correct to the best of my/our knowledge.

Signature of
Owner:

Date:

Please print name:
