

Project Design Review Applicant Checklist – Multiple-Family Districts

File Name: Lee's Apartment

File Number: PDR - 009946 - 2022

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 South of building ☐ Does not comply
- 2** 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** 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** 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** 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.

**Parking Lot
Landscaping**

Page 4

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

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.

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.
☐ Not applicable ☒ Complies ☐ 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.
☐ Not applicable ☒ Complies ☐ Does not comply
- 3 Drought tolerant plants and/or plants native to the Pacific Northwest should be used where opportunity allows.
☐ Not applicable ☒ Complies ☐ 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.
☐ Not applicable ☒ Complies ☐ Does not comply
- 5 Avoid planting groundcover or shrubs where pedestrian access is anticipated. Pedestrian walkways may extend across required landscape areas.
☐ Not applicable ☒ Complies ☐ 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.
☐ Not applicable ☒ Complies ☐ 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.
☐ 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.

- 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:**
- M**
- 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**
M 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 Clearly defined pedestrian connections shall be provided between:

M

- 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 Pedestrian connections shall not be less than 5 feet wide.

M

☐ Not applicable

☒ Complies

☐ Does not comply

4 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.

M

☐ Not applicable

☒ Complies

☐ Does not comply

Walls and Fences

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

Page 11

- 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:

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- 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**

Page 12

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 M** Elements used shall be oriented towards both pedestrians and vehicles along the street right-of-way.
- ☒ 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
- 4** Stormwater facilities, such as detention ponds and biofiltration swales, should be integrated into the overall

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

Group A

- Large entry doors
- Recessed entrance
- Protruding entrance

Group B

- Canopy
- Portico
- Overhang *covered*

☐ 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 M** Any mechanical, electronic, or communication equipment mounted on the roof shall be properly 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 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

Marking Gateways

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

Page 19

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

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

- 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 **Plywood shall not be used as an exterior surface.**

M

☐ Not applicable

☒ Complies

☐ Does not comply

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

M

☐ 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 **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.**

M

☒ Not applicable

☐ Complies

☐ Does not comply

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

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.

M ☒ Not applicable ☐ Complies ☐ Does not comply

Creative/Artistic Elements

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

Page 22

- 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

MULTIPLE-FAMILY DISTRICTS

SITE GUIDELINES

Site Entry Features

Intent: To highlight and define pedestrian and vehicular entrances to a development.

Page 39

- 1 **M** Three or more of the following elements shall be used to highlight site entrances to multi-family developments:

- ☒ Special landscape treatment with seasonal color, flowering trees, and interesting bark or branching structures
- ☒ Open space, a plaza or a courtyard
- ☒ Identifying building form such as a covered entry
- ☒ Special paving, unique pedestrian scale lighting, or bollards
- ☒ Prominent architectural features such as a trellis or arbor
- ☒ Ornamental gates and/or fencing
- ☒ Seating
- ☒ Water features

☐ 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 Elements used should address both a pedestrian and vehicular scale.

☐ Not applicable

☒ Complies

☐ Does not comply

**Transition Along
Sidewalk**

Intent: To reduce the visual impact of developments and provide a feeling of separation between buildings and the street right-of-way through the use of landscape areas, trellises and/or other architectural features.

Page 40

- 1 Trees used adjacent to the public right-of-way should help create continuity within a neighborhood by displaying a strong repetitive form and/or seasonal interest with color, interesting bark, branching patterns or flowers.

☐ Not applicable

☒ Complies

☐ Does not comply

- 2 **Building setbacks along the street right-of-way shall be varied in ways such as staggered, angled, or curved to provide modulation and interest.**

☒ Not applicable

☐ Complies

☒ Does not comply

- 3 Vehicle circulation and parking should be integrated into the building design and concentrated on the interior of the development. Circulation design (scale and location) should be compatible with the adjacent neighborhood.

☐ Not applicable

☒ Complies

☐ Does not comply

- 4 Window boxes, trellis structures with vines, container plantings and other special interest landscaping should be used to provide visual interest to all building façades.

☐ Not applicable

☐ Complies

☒ Does not comply

- 5 Walls and fences may be used to help define a transition along sidewalks.

☐ 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

Intent: To reinforce the residential character of the surrounding community and the natural environment through the treatment of landscape areas.

Page 41

- 1 M** A minimum of 20% of the plant varieties used within landscape areas shall be perennial and/or annual varieties to provide year-round color, texture, and other special interest.

☐ Not applicable

☒ Complies

☐ Does not comply

- 2** Landscaping in the right-of-way should complement the plant materials, colors, textures, and scale used in the surrounding community.

☐ Not applicable

☒ Complies

☐ Does not comply

- 3** Landscaping should be used to reduce the visual impact of multi-family developments and provide usable outdoor space for residents.

☐ Not applicable

☒ Complies

☐ Does not comply

- 4** Use of ornamental grass lawns should be minimized where possible, except in pedestrian and open play areas within multi-family developments.

☐ Not applicable

☒ Complies

☐ Does not comply

Outdoor Spaces

Intent: To create pedestrian friendly and usable areas through the use of plazas, courtyards, and other outdoor spaces.

Pages 42-43

- 1 M** Developments shall provide a combination of both private and common outdoor spaces.

☐ Not applicable

☒ Complies

☐ Does not comply

- 2 M** Common outdoor spaces shall provide at least three of the following amenities to accommodate a variety of ages and activities:

- ☒ Site furnishings (benches, tables, bike racks)
 - ☐ Picnic areas
 - ☐ Patios, plazas, or courtyards
 - ☐ Tot lots
 - ☒ Gardens

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.

- Open lawn
- Play fields
 - Sports courts, such as tennis or basketball courts
- ☐ Not applicable ☒ Complies ☐ Does not comply
- 3** Common outdoor spaces shall be easily visible and accessible to multi-family residents.
- M** ☐ Not applicable ☒ Complies ☐ Does not comply
- 4** Common outdoor spaces shall be a minimum size of 1000 square feet each with a minimum depth of 20 feet. In addition, at least one outdoor space within each development shall have a minimum width of 50 feet.
- M** ☐ Not applicable ☒ Complies ☐ Does not comply
- 5** Berms, low walls, fences, hedges, and/or landscaping shall be used to define private outdoor spaces such as yards, decks, terraces, and patios from each other and from the street right-of-way.
- M** ☐ Not applicable ☐ Complies ☒ Does not comply
- 6** Walls, hedges and fences used to define outdoor private spaces should be a maximum of 4 feet high and visually permeable, such as open rails, ironwork or trellis treatment to encourage interaction between neighbors.
- ☐ Not applicable ☐ Complies ☒ Does not comply
- 7** Lighting shall be provided within outdoor spaces to provide visual interest as well as an additional security function.
- M** ☐ Not applicable ☒ Complies ☐ Does not comply
- 8** If outdoor spaces are located adjacent to a street right-of-way, landscaping should be used to provide a buffer between outdoor spaces and the street right-of-way.
- ☐ Not applicable ☒ Complies ☐ Does not comply
- 9** Outdoor spaces used to meet these guidelines shall not be located within required buffer 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.

- 1** Outdoor spaces should not be located adjacent to dumpster enclosures, loading/service areas or other incompatible uses.

☐ Not applicable

☒ Complies

☐ Does not comply

Building Layout and Clustering

Intent: To reduce to presence and impact of buildings by clustering around common spaces.

Page 44

- 1** Developments with more than one building should organize buildings in groups of 2 to 5 with shared community spaces such as gardens, courtyards, play areas, and green spaces.

☐ Not applicable

☐ Complies

☒ Does not comply

BUILDING GUIDELINES

Overall Massing, Bulk, and Articulation

Intent: To avoid massive building forms which seem bulky and institutional.

Page 45

- 1** Buildings shall include articulation along the façades that face streets. Flat blank walls are not permitted.

M

☐ Not applicable

☒ Complies

☐ Does not comply

- 2** Horizontal façades longer than 30 feet shall be articulated into smaller units, reminiscent of the residential scale of the neighborhood. At least four of the following methods should be used:

- Varied building heights
- ~~Use of different materials on the first floor~~
- Different window types
- ~~Different colors~~
- ~~Offsets~~
- Roofs which project a minimum of 12 inches
- ~~Recesses~~
- Bay windows
- Varied roof forms or orientation

☐ 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.

Pitched Roof Forms

Page 46

Intent: To maintain the residential scale and character of neighborhoods.

1 Structures shall incorporate pitched roof forms having slopes between 4:12 and 12:12.

M

☐ Not applicable

☒ Complies

☐ Does not comply

2 Gables facing the street are encouraged.

☐ Not applicable

☒ Complies

☐ Does not comply

3 Dormers should be used to break-up long lengths of roof.

☐ Not applicable

☐ Complies

☒ Does not comply

Windows

Page 47

Intent: To maintain a lively and active street face.

1 Windows shall be provided in façades facing streets, comprising at least 20% of the façade area.

M

☐ Not applicable

☐ Complies

☒ Does not comply

2 Windows shall have visually prominent trim at least 3 inches in width.

M

☐ Not applicable

☐ Complies

☒ Does not comply

3 Other decorative features such as the following are encouraged:

- Arched windows
- Mullions
- Awnings
- Flower boxes

☐ Not applicable

☐ Complies

☒ Does not comply

Materials

Page 48

Intent: To enhance the residential character of denser development and to project an image of quality.

1 Building façades should be composed predominantly of masonry and/or wood siding (or materials resembling wood, stone or masonry siding). Stucco may be used under the following conditions:

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.

- Stucco shall not be used on the first floor; instead, masonry shall be used
- Long uninterrupted expanses of stucco walls shall be avoided. Offsets and/or bay windows shall be used
- More than one color of stucco shall be used

☒ Not applicable

☐ Complies

☐ Does not comply

Parking Structures

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

- 1 Carports and detached garages shall incorporate pitched roofs of a design similar to the principal structure on the site.**

☒ Not applicable

☐ Complies

☐ Does not comply

- 2 Ground level parking structures should be screened from view by one or more of the following:**

- Walls containing architectural details, such as banding
- Trees and shrubs
- Grillwork incorporating decorative metal artwork or panels

☒ Not applicable

☐ Complies

☐ Does not comply

I/We Hae Chin Lee, owner(s) of the property commonly known as owner, 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:

Hae C Lee

Date: 3/10/2022

Please print name:

Hae Chin Lee