

COMMERCIAL CORRIDOR DESIGN PRINCIPLES
Site Plan and Design Review Guidelines Checklist

Applicant's Name: _____ **Phone:** _____

Project Address: _____ **Email:** _____

Applicant shall fill out the design guidelines checklist for all guidelines applicable to the project. Check the box if meets guideline and indicate in the comments how the guideline is met. Indicate NA if a design guideline is not applicable. Any design guideline that the project does not meet shall be indicated as a deviation with a comment explaining the rationale for the deviation.

I. CORRIDOR DESIGN

A. STREETSCAPES AND PEDESTRIAN EDGES

Incorporate design elements that soften the edges between the street and individual properties, to provide a people oriented scale and character.

See guidelines related to:

1. Landscaping
2. Alternative paving
3. Narrower, offset, or curved travel lanes
4. Providing for bicycles
5. On street parking
6. Street side amenities
7. Gateways

Comments / Deviations:

Staff Comment:

B. NODES

Site planning and project density must be appropriate for the project location. Projects located in areas near major intersections (arterial & collector streets), transit stations, or activity centers such as high activity businesses are areas referred to as nodes. At these locations designs should support the higher density, pedestrian- and transit-friendly goals that are appropriate for these areas. The planning division can indicate if your location is considered a 'node'.

See guidelines related to:

1. Design projects to accommodate higher levels of pedestrian traffic
2. Reinforce activity and density at nodes
3. Encourage pedestrian access from transit stops
4. Incorporate a mix of uses where

Comments / Deviations:

Staff Comment:

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C. GATEWAYS / DISTRICTS/ AND THEMES

Projects shall be designed to complement any areas of a commercial corridor that serve as a gateway or are a part of a themed commercial district. Themed districts may be architectural, cultural, historical, or land use oriented. Themed districts are identified in various supporting documents that address individual commercial corridors.

See guidelines related to:

1. Gateways
2. Themed districts

Comments / Deviations:

Staff Comment:

D. BUILDING LOCATION AND SITE ORGANIZATION

Site planning and building location must address continuity of the urban environment, consistency of the public streetscape, and potential impacts on existing and planned adjacent uses. Site planning must address potential traffic, transit access, parking, circulation and safety issues, light and glare, noise, odors, dust control and security.

See guidelines related to:

1. Pedestrian oriented storefronts and features
2. Functional private and public open space
3. Continuity of street frontage
4. Building orientation
5. Pedestrian orientation
6. Natural lighting opportunities
7. Buildings on corner lots
8. Reducing visual prominence of parking from the street
9. Avoiding monotonous facades

Comments / Deviations:

Staff Comment:

E. CIRCULATION OF CARS, TRUCKS, PEDESTRIANS, AND BICYCLES

Balanced circulation routes must be provided for both vehicular and pedestrian movement. Conflict between vehicles and people must be minimized, and convenience should be maximized. Access points should be clear and obvious and articulated to announce 'entry' or 'exit'. Prominent, attractive pedestrian circulation routes must be provided from the public streetscape to each building or complex entrance.

See guidelines related to:

1. Pedestrian circulation
2. Vehicle circulation

Comments / Deviations:

Staff Comment:

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F. PARKING

The visual prominence of parked vehicles shall be minimized whenever possible. Parking must be designed to minimize potential pedestrian conflicts, and provide for simple and efficient vehicle movement. Parking paved areas should be as small as is needed for the purpose intended.

See guidelines related to:

1. Location of parking
2. Shared parking
3. Pedestrian routes
4. Parking provided
5. Lighting of parking areas
6. Pedestrian circulation
7. Fleet parking locations
8. Screening of parking areas

Comments / Deviations:

Staff Comment:

G. SITE AMENITIES

Projects must be designed whenever feasible to maximize opportunities for creating usable, attractive, and integrated public spaces and site amenities. Nearly every project can incorporate some degree of site amenity, which will vary appropriate to the overall scale and character of the project. Examples of site amenities include mini-parks, public plazas, street furniture, public art, sidewalk cafes, transit shelters, open/green spaces, pedestrian walkways, water features, clock towers, landscape feature, landscape lighting, receptacles for trash, trellises, arbors and colonnades.

See guidelines related to:

1. Transit stops
2. Visibility of public areas
3. Functional spaces
4. Accessibility to amenities
5. Material quality
6. Focal points

Comments / Deviations:

Staff Comment:

H. LANDSCAPING

Landscape is a key component of virtually every commercial property. Plants must be integrated into site design to the maximum extent feasible. Planted areas must be used to enhance the appearance of structures, define site functions and edges, screen undesirable views, and introduce color, texture, and softness.

See guidelines related to:

1. Landscaping as screening
2. Variety of landscape elements
3. Compatibility with building design
4. Security issues
5. Coordination with lighting and signage
6. Shade trees
7. Planter strip landscaping
8. Retaining mature trees
9. Fences and low walls

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Comments / Deviations:

Staff Comment:

I. SITE SIGNAGE

Signage should be as unobtrusive as is feasible for function, and complement the overall site design and building architecture.

See guidelines related to:

1. Signage scale
2. Day and night time signage
3. Monument sign scale
4. Dimensional signage
5. Site entry signage

Comments / Deviations:

Staff Comment:

J. SITE SECURITY: LIGHTING, FENCES, GATES, AND WALLS

Site design must provide for security appropriate to the use and location. Lighting: Every site must have provision for lighting that is both functional and also respects the scale and character of adjacent development. Lighting must not intrude upon or create a nuisance for nearby occupant, especially abutting residential areas. At the same time, lighting should provide for adequate visibility and security for customers and those passing by.

Fences, Gates, and Walls: Access control methods such as fences, gates, and walls must not create an intimidating or fortress like appearance which would detract from the appearance of a site. Other security features that are functional and effective should be integrated into the design, and not contribute to a negative impression or appearance.

See guidelines related to:

1. Lighting
2. Access control, fences, gates, walls
3. Other security features

Comments / Deviations:

Staff Comment:

K. EQUIPMENT, SERVICES, AND ACCESSORY STRUCTURES

Service elements and infrastructure such as trash enclosures, loading docks, storage, and mechanical equipment must be screened from street views and integrated into the design to make it as unobtrusive as possible. Accessory structures such as storage facilities must be integrated with the architectural style of the project.

See guidelines related to:

1. Accessory structures / storage
2. Trash and recycling enclosures
3. Mechanical / HVAC/utility equipment
4. Tree planting areas can be used to satisfy the City requirement to provide on-site treatment of storm water.

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5. Parking lots that are part of a new development with 1 acre or more are typically required to provide treatment control that measures and captures storm water runoff.
6. Provide covered trash and recycling containers in common areas.
7. Provide vehicle wash areas feasible.

Comments / Deviations:

Staff Comment:

L. RESOURCE CONSERVATION

New development and substantial rehabilitation development must incorporate design features which conserve resources. These include measures for energy conservation, recycling of materials, and provisions for drainage and water quality control.

See guidelines related to:

1. Drainage and water quality
2. Parking lots
3. Recycling and waste handling areas
4. Vehicle wash areas
5. Solar energy
6. Water conservation

Comments / Deviations:

Staff Comment:

II. BUILDING DESIGN

M. BUILDING STYLE AND THEME

When a new building facade is created (either by new construction, or rehabilitation of existing buildings), it must be compatible with the context of its location. In some locations, where a 'theme' is emerging or has become established, compatibility requires that a building design be influenced by thematic elements that are particular to that theme. In other areas, compatibility is measured by broader considerations of scale and character of the area as it is expected to be in the future.

See guidelines related to:

1. Projects within a sub-district
2. Design for commercial centers
3. Variety in architectural elements
4. Roof forms/massing/planar changes
5. Clearly defined entries
6. Corporate identity in design
7. Awnings/trellises/canopies

Comments / Deviations:

Staff Comment:

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N. SCALE/MASSING/ARTICULATION

Projects must relate to the surrounding *existing or emerging* context with respect to building scale, mass, setbacks, and articulation.

See guidelines related to:

1. Prominent visual design elements at nodes and gateways
2. Façade articulation
3. Visual interest at street elevations
4. Appropriate scale
5. Shopping center design elements

Comments / Deviations:

Staff Comment:

O. MATERIALS / TEXTURES / COLORS

Building facades must feature high-quality materials and coordinated colors. Most design motifs should utilize multiple materials, colors and textures, in a coordinated way.

See guidelines related to:

1. Material selection based on design motif and quality
2. Variation of materials / colors / textures
3. Window and door placement
4. Glazing and storefront framing

Comments / Deviations:

Staff Comment:

P. RESOURCE CONSERVATION

New developments and rehabilitation of existing buildings must incorporate building design features that conserve resources.

See guidelines related to:

1. Reducing energy consumption through design choices
2. Energy efficient lighting
3. Energy rated roofs /shading / photovoltaic /recycled material selection
4. Water filtration and groundwater recharge

Comments / Deviations:

Staff Comment:

Q. BUILDING SIGNAGE

Building signage must be an integral part of the architectural design of every commercial establishment. Signage should be as unobtrusive, and be of high quality in design, materials, and execution.

See guidelines related to:

1. Integration of signage with façade architecture
2. Discouraged signage types

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- 3. Day and night design / lighting
- 4. Dimensional design / box signs

Comments / Deviations:

Staff Comment:

R. BUILDING EQUIPMENT AND SERVICES

Principle: Service elements and infrastructure such as louvers and exhaust vents, mechanical equipment, pipes and conduits, etc., must be integrated into the architectural design. Where such elements cannot be concealed in or behind the building structure, they must be screened from street views.

See guidelines related to:

- 1. Roof mounted equipment screening
- 2. Visible piping and conduit
- 3. Prefab and temporary buildings
- 4. Location of valves/hose bibs, etc.
- 5. Location of garbage storage

Comments / Deviations:

Staff Comment:

S. BUILDING SECURITY

Building design must include architecturally integrated provisions for security appropriate to the use and location.

See guidelines related to:

- 1. Building lighting integrated with building style
- 2. Discourage wall mounted box security fixtures
- 3. Creating focal point with lighting
- 4. Discourage window grilles
- 6. Security pull down shutters

Comments / Deviations:

Staff Comment:

By signing below, the applicant certifies that this form accurately describes the proposed work.

Applicant's Signature: _____ **Date:** _____

Name of Planner: _____

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Counter Staff: _____