

**MULTIFAMILY RESIDENTIAL DESIGN PRINCIPLES**  
**Site Plan and Design Review Principles 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. SITE PLANNING/DESIGN**

**A. SITE PLANNING/ORIENTATION/SETBACK**

Site planning and project design shall address the potential impacts on existing and planned adjacent uses. Project designs will address traffic, transit access, parking, circulation and safety issues, light and glare, noise, odors, dust control and security.

1. Arrange buildings to provide functional public and private open spaces.
2. Provide adequate walkways and pedestrian orientation in allocation of space, building size and placement.
3. Encourage appropriate on-site amenities to serve anticipate residents.
4. Provide active common open spaces that encourage gatherings.
5. Multifamily buildings should orient to adjacent public street by providing large windows balconies, etc.
6. Building ends should contain windows and active spaces for security and visual interest.
7. Develop buildings that face on alleys to enhance livability, visual quality, and safety of the alley.
8. Develop setbacks based on context relative to urban or suburban locations.
9. Where appropriate develop variations on setbacks both in street patterns and siting of structures.

Comments / Deviations:

Staff Comment:

**B. PARKING / GARAGES / CIRCULATION / ENTRYWAYS**

The visual prominence of vehicles shall be minimized by generally siting parking areas to the rear or side of the property rather than along street frontages, providing underground parking, and screening parking areas from views exterior to the site. Parking shall be designed to minimize potential pedestrian conflicts.

1. Parking lots should be located away from the adjacent public roadways, to the rear or beneath buildings where possible.
2. Parking and vehicle access should be located away from street corners.
3. Parking areas visible from the street right-of-way should be screened from view with landscaping or other types of visual barriers.
4. Parking areas should be buffered with landscaping or other visual barriers from adjacent residential properties.
5. Carport roofs should reflect the design of the project buildings, with materials and colors compatible with adjacent buildings.
6. Pedestrian planning should provide easy pedestrian access to public bicycle/pedestrian ways, neighborhood centers, and transit stops.
7. Redundant circulation should be minimized to incorporate more landscaped areas.
8. Minimize the number and widths of driveways and curb cuts. Shared driveways are encouraged where possible.
9. Textured and patterned parking areas, parking court entries, and driveways areas are encouraged to avoid large monolithic areas of unarticulated paving.

Comments / Deviations:

Staff Comment:

### **C. OPEN SPACE / LANDSCAPING**

Residential projects should be designed to maximize opportunities for creating usable, attractive, and integrated **open space**. Landscaping can be used to complement buildings and to make a positive contribution to the aesthetics and function of the specific site and the area. Planted areas shall be used to enhance the appearance of structures, define site functions, and screen undesirable views. Open space areas should be linked among adjacent developments to allow shared open space opportunities, with a goal of providing contiguous regional open spaces and greenbelts.

1. Provide functional recreational spaces and/or community site amenities.
2. Exterior spaces should be designed to enhance overall appearance and compatibility for development.
3. Street facing elevations should have landscaping at foundation and/or porches. Provide second story above garage element to reduce emphasis on garage.
4. Provide a variety of landscaping including trees, shrubs, and other plantings that are in scale with the project and adjacent uses.
5. Retain existing mature trees where possible.
6. Multifamily projects should be organized around usable common space.
7. Common space should be accessible from all buildings and connected by a comprehensive on-site circulation system.
8. Each dwelling unit should have usable outdoor space at grade, or in the form of a balcony for upper story dwellings.

Comments / Deviations:

Staff Comment:

### **D. SECURITY / LIGHTING**

Project lighting shall respect the scale and character of the adjacent residential neighborhood. Lighting shall not intrude or *create* a nuisance towards adjacent properties. At the same time, lighting should provide for adequate visibility and security for residents.

1. Exterior lighting should be architecturally integrated with the building style, materials, and colors.
2. Raised light pole bases should be attractively designed, avoid cylindrical concrete pole bases.
3. Parking areas and entry drives should be lighted to facilitate pedestrian movement and safety.
4. For security purposes avoid plantings that may provide hiding spaces.

Comments / Deviations:

Staff Comment:

### **E. ACCESSORY STRUCTURES / INFRASTRUCTURE**

Amenities and accessory structures (such as community rooms, mail rooms/kiosks, recreation rooms, garages, carports etc.) should be centrally located and easily accessible by residents. Service elements and infrastructure such as trash enclosures, loading docks and mechanical equipment shall be located away from street views.

1. Roof pitch of accessory structures should be consistent with the predominant roof slope of primary structures. Materials and colors should also be consistent.
2. Resident storage should be integrated in to the building design with architectural treatment consistent with the main buildings.

3. Views of trash storage areas should be minimized from public streets and located to avoid impacting adjacent properties.
4. Trash enclosures are required to be built of concrete block or other durable material. Split face block, brick, and stucco materials are preferred.
5. Landscaping should be incorporated around trash enclosures to provide more effective screening.
6. Mechanical equipment should be integrated into the design of projects as much as possible. When integration is not possible, equipment should be screened from view. Mechanical equipment should not be placed on building roofs.
7. Utility equipment such as transformers, meters, panels, etc., should be screened by walls and/or landscaping.

Comments / Deviations:

Staff Comment:

#### **F. FENCING / WALLS**

The establishment of new walled developments or developments which are isolated or barricaded from the surrounding community is discouraged.

1. Sound walls, masonry walls, and fences should be designed to minimize visual monotony with changes in plane, height, material, and landscaping.
2. Fencing and gating should be designed as an integrated part of the site.
3. Alternative fencing designs and materials are encouraged, such as wrought iron with brick pillars, hedges, shortened walls/fencing, etc.
4. Fencing and walls should reflect the architectural style, materials, and colors of the buildings and site.
5. Solid fencing greater than 4 feet in heights is discouraged with street side setback areas.
6. Fencing should allow pedestrian ingress and egress to the site.

Comments / Deviations:

Staff Comment:

#### **G. DRAINAGE / WATER QUALITY**

New multi-family development shall incorporate design features which provide for on-site source and treatment of urban runoff.

1. Tree planting areas can be used to satisfy the City requirement to provide on-site treatment of storm water.
2. 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.
3. Provide covered trash and recycling containers in common areas.
4. Provide vehicle wash areas feasible.

Comments / Deviations:

Staff Comment:

## II. BUILDING DESIGN / ARCHITECTURE

### H. GENERAL ARCHITECTURE

New multiple family residential developments shall respect the scale and character of the adjacent residential neighborhood through attention to views, building scale and orientation and proximity to adjacent uses.

1. Provide architectural variety in roof forms, mass, shape, and material changes.
2. Projects greater than 200 units should contain a variety of building elevations.
3. Avoid excessive repetition of elevations throughout a neighborhood.
4. Use high quality building materials to contribute to sustained quality and sense of permanence.
5. Design multifamily projects to respect the privacy of surrounding uses, with upper story views into adjacent yards discouraged.

Comments / Deviations:

Staff Comment:

### I. SCALE/MASSING/ARTICULATION

New multiple family residential developments shall be compatible with their surroundings with respect to building scale, mass, setbacks, and articulation.

1. Buildings should be stepped down at upper levels in areas with smaller scale character.
2. Extremely long facades should be designed with sufficient articulation and landscaping. Long expanses of uninterrupted walls, unbroken roof forms, and box like structures should be avoided.
3. Street elevations should contain appropriate features that provide visual interest.
4. Units clustered into one structure should have varying setbacks, staggered roof planes, and variety in orientation.
5. Articulation such as dormers, hips, gables, balconies, etc. should be used to break up the visual massing of building facades. End units should have articulation such as windows and doors facing the sidewalks.

Comments / Deviations:

Staff Comment:

### J. ARCHITECTURAL ELEMENTS / DETAILS

Designs within a specific project area need to be consistent in scale and character yet not to the point of being identical or repetitious. The design shall respect the predominant characteristics of the existing developments in the project area. Variety and distinctiveness in design is desirable.

1. Provide entries that allow residents to see and be seen.
2. Entries should be clearly defined and in scale with the proposed project, and should relate directly to the street frontage. The front door to each unit should be clearly visible.
3. Building design should include windows with visible massing and detail such as shutters, trim, awnings, and moldings. Avoid aluminum window frames without trim or other details.
4. Materials should be high quality and durable such as stucco, wood siding, stone, brick, etc. Less durable materials, and prefabricated plywood siding is discouraged. A variety and combination of building materials is encouraged.
5. Provide signage consistent with the quality of the project.
6. Roofing materials such as clay tile and concrete tile are encouraged, as well as shake, shingle, and dimensional composition shingles.
7. Relentless grids of repeated windows should be avoided.

Comments / Deviations:

Staff Comment:

**K. ENERGY CONSERVATION**

New multi-family development shall incorporate site planning and building design features that help to reduce *energy* consumption.

1. Living units should be designed to be energy efficient by lowering the requirement for heating and cooling with proper building orientation, efficient framing, weather stripping, insulation, shading, and high quality windows.
2. Install energy efficient lighting and appliances.
3. Include renewable energy measures such as photovoltaic roofs where possible.
4. Use recycled and sustainable building materials wherever possible.
5. Incorporate features that reduce water consumption.

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: \_\_\_\_\_

**FOR CITY STAFF USE ONLY** Counter Staff: \_\_\_\_\_