Multifamily Design Guidelines Review Checklist

Updated 4/20/2022

Chapter 1 Goals	Met	Not Met	N/A	Comment
Goal 2 - Elevate, improve, and in some cases, maintain architectural variety, integrity, and quality.	☐	☐	☐	
Goal 3 - Create human-scale development that contributes to pedestrian-oriented streets and boulevards.	☐	☐	☐	
Goal 4 - Create interest and break up the overall mass of larger buildings.	☐	☐	☐	
Goal 5 - Animate building edges on the ground floor to create an inviting public realm with frequent windows, entries and outdoor dining (where appropriate) along the street to provide visual interest and promote a pedestrian-friendly environment.	☐	☐	☐	
Goal 6 - Orient building façades to frame the streets and other public spaces with sufficient building enclosure particularly on the first two floors.	☐	☐	☐	
Goal 7 - Where multi-family and mixed-use development abuts single-family neighborhoods, provide for graceful transitions between the small-scale increment of the latter and larger-scale format of multi-family and mixed-use structures.	☐	☐	☐	
Goal 8 - Enhance and highlight architectural building features, highlight the entrance and pathway to shops, restaurants, and businesses, create ambiance and visual interest along streets at night, encouraging pedestrians to linger and stroll, and illuminate signing and business address for patrons and emergency service providers.	☐	☐	☐	

"Should" = the preferred solution, unless an equal or better alternative is offered.

Deviations measured according to the goals and the following criteria:	Met	Not Met	N/A	Comment
• Pedestrian-friendly environment – street-facing windows and entries, parking at back of site	☐	☐	☐	
• Massing and scale – manipulated to add interest to the building, create variations	☐	☐	☐	
• Quality materials – compatible color palate, styles that contribute positively	☐	☐	☐	
• Assortment of residential unit types that accommodate variety of household sizes	☐	☐	☐	
• Appropriate transitions between multi-family, mixed-use, single-family neighborhoods	☐	☐	☐	

Chapter 2 Site Planning	Met	Not Met	N/A	Comment
2.2.1 – 2.0+ acre parcels create new streets, sidewalks, street trees along both sides	☐	☐	☐	
2.2.2 – Additions of 50%+ of existing building footprint shall construct sidewalks, plant street trees	☐	☐	☐	
2.2.3 – All projects at minimum replace missing or dead landscaping	☐	☐	☐	
2.2.4 – All new streets improved with curbs, gutters, sidewalks	☐	☐	☐	
2.4.1-3 – Appropriate new block sizes, 150'-450', pedestrian passages if 450'	☐	☐	☐	
2.5.1 – Street tree spacing 25' – 45' on center	☐	☐	☐	
2.5.2 – 2-3 species of street trees (north-south evergreen, east-west deciduous)	☐	☐	☐	
2.5.3 – California native tree species in combination with other drought tolerant species	☐	☐	☐	
2.5.4 – Irrigation as extension to on-site system, responsibility of property owner	☐	☐	☐	
2.6 – Pedestrian scaled street lighting, 20' height max for bottom of lamp	☐	☐	☐	
2.7.1 – Street furnishings allowed as pedestrian amenities	☐	☐	☐	
2.7.2 – Street furnishings help define the pedestrian use areas	☐	☐	☐	
2.7.3 – Appropriate furnishing materials, locations, prohibitions	☐	☐	☐	
2.8.1 – Outdoor seating encouraged, should not interfere with pedestrian flow	☐	☐	☐	
2.8.2 – Railings complement adjoining buildings	☐	☐	☐	
Chapter 3 Building Type Standards				
Building Type(s) Selected: Rowhouse, Flex Loft, Courtyard Building/Bungalow Court, Small Multi-Family Dwelling, Carriage House, Liner with Garage, Urban Block, Mixed-Use Block, Small Mixed-Use Building,	Building Type(s): _____ _____			
3.1.1 – Buildings located at front of lot	☐	☐	☐	
3.1.2 – Parking located behind buildings	☐	☐	☐	

	Met	Not Met	N/A	Comment
3.1.3 – Buildings face street and open spaces with ample windows	☐	☐	☐	
3.1.4 – Residential ground floors setback behind small front yards, entered directly from sidewalk	☐	☐	☐	
3.1.5 – Commercial ground floors located at the sidewalk, entered directly from sidewalk	☐	☐	☐	
3.1.6 – Upper floors in mixed-use buildings accessed through lobbies that are accessed directly from sidewalk	☐	☐	☐	
3.1.7 – Architecture is secondary to how buildings are deployed	☐	☐	☐	
3.2-10 – Building Type Standards	Met	Not Met	N/A	Comment
3.2-10.B – Building Height and Massing	☐	☐	☐	
_____				
_____				
3.2-10.C – Access	☐	☐	☐	
_____				
_____				
3.2-10.D – Parking and Service	☐	☐	☐	
_____				
_____				
3.2-10.E – Outdoor Space	☐	☐	☐	
_____				
_____				
3.2-10.F – Frontage	☐	☐	☐	
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_____				
3.2-10.G – Additional Standards	☐	☐	☐	
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_____				

Chapter 4 Building Articulation and Massing	Met	Not Met	N/A	Comment
4.2 Minimum of 5 of the following massing and articulation techniques employed:				
4.2.1 – Horizontal Articulation – portion of street facing façade stepped forward or back min 6', min distance 25'	☐	☐	☐	
4.2.2 – Vertical Articulation – portion of street facing façade stepped up or down, min 4', min distance 25'	☐	☐	☐	
4.2.3 – Architectural Projections – balconies, bay windows, cantilevered rooms, awnings	☐	☐	☐	
4.2.4 – Architectural Recessions – recessed elements, recessed porches, covered passages, recessed balconies, windows	☐	☐	☐	
4.2.5 – Façade Differentiation – façade appears to be composed of 2-3 distinct buildings through differing materials and color combinations	☐	☐	☐	
4.2.6 – Height Averaging – Up to 30% of building footprint may be one story taller if equal amount is one story shorter than the maximum allowed height	☐	☐	☐	
4.2.7 – Floor Level Articulation – articulate base (articulation at top of first story), middle and top (articulation at parapet or eve) (or material or color change on top story if 3 stories or more)	☐	☐	☐	
4.3 – Adjacent to single-family – start at 30' height, extend 45-degree angle up to max height	☐	☐	☐	

Chapter 5 Frontage Types

Frontage Type(s) Employed: Stoop, Fence and Hedge, Front Porch, Raised Commercial Terrace, Shopfront, Industrial Shop, Forecourt

Frontage Type(s):

_____

_____

	Met	Not Met	N/A	Comment
5.1 – Create a pedestrian oriented streetscape, generate transition from public streetscape to each building	☐	☐	☐	
5.2-9.A – Intent	☐	☐	☐	

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	Met	Not Met	N/A	Comment
5.2-9.B - Entries	☐	☐	☐	
_____				
_____				
5.2-9.C – Dimensions	☐	☐	☐	
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_____				
5.2-9.D – Paving and Landscaping	☐	☐	☐	
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_____				
5.2-9.E – Furnishing Zone	☐	☐	☐	
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_____				
5.2-9.F – Additional Standards and Guidelines	☐	☐	☐	
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_____				

Chapter 6 Architectural Standards	Standards Met	Comments
6.2 – Roof Guidelines (1-8)	1 2 3 4 5 6 7 8	
_____		
6.3 – Colors and Materials (1-3)	1 2 3	
_____		
6.4 – Entrances (1-6)	1 2 3 4 5 6	
_____		
6.5 – Shopfronts (1-13)	1 2 3 4 5 6 7 8 9 10 11 12 13	
_____		
6.6.1 – Encroachments and Projections – Awnings (a-f)	a b c d e f	
_____		
6.6.2 – Encroachments and Projections – Canopies (a-f)	a b c d e f	
_____		

	Standards Met	Comments
6.6.3.a – Encroachments and Projections – Balconies (1-5)	1 2 3 4 5	
6.6.3.b – Encroachments and Projections – Bay Windows (1-4)	1 2 3 4	
6.6.3.c – Encroachments and Projections – Cantilevered Rooms (1-4)	1 2 3 4	
6.7 – Passageways (1-2)	1 2	
6.8 – Windows (1-8)	1 2 3 4 5 6 7 8	
6.9 – Exterior Stairways – share compatibility with architectural style	1	
6.10 – Common Open Space (1-12)	1 2 3 4 5 6 7 8 9 10 11 12	
6.11 – Ventilation (1-3)	1 2 3	
6.12 – Garden Walls, Perimeter Walls, Hedges, and Fences (1-9)	1 2 3 4 5 6 7 8 9	
6.13 – Retaining Walls (1-8)	1 2 3 4 5 6 7 8	
6.14 – Parking Area Standards (1-5)	1 2 3 4 5	
6.15 – Service and Auxiliary Equipment (1-6)	1 2 3 4 5 6	
6.16 – Architectural Lighting (1-8)	1 2 3 4 5 6 7 8	

Chapter 7 Architectural Styles

Style Employed: Main Street Commercial, Mediterranean, Craftsman, Art Deco, California Contemporary, Other

Other style description provided (narrative describing 9 criteria)

Other style meets Section 1.2 goals

7.2-6.1 – Base

_____

_____

7.2-6.2 – Primary Walls

_____

_____

7.2-6.3 – Roof-Wall Connections

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_____

7.2-6.4 – Roof

_____

_____

7.2-6.5 – Drainage

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_____

7.2-6.6 – Openings

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7.2-6.7 – Attached Elements

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_____

7.2-6.8 – Massing

_____

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7.2-6.9 – Site Definition and Landscape

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_____

Architectural Style:

_____

Met	Not Met	N/A	Comment
☐	☐	☐	
☐	☐	☐	
☐	☐	☐	
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☐	☐	☐	
☐	☐	☐	

Chapter 8 Approved Trees for Parking Lots

8.2 – Types of Trees: Mulga (acacia aneura), Trident Maple (acer buergerianum), Hedge Maple (acer campestre), Columnar Hornbeam (Carpinus betulu 'fastigiata'), American Yellow Wood (cladrastis kentukea), Washington Hawthorn (crataegus phaenopyrum), Autumn Gold Ginkgo (ginkgo biloba 'autumn gold'), Goldrain Tree (koelreuteria paniculate), Crape Myrtle (lagerstroemia indica), Saratoga Laural (larurus 'saratoga'), Galaxy Magnolia (magnolia hybrid 'galaxy'), Chinese Pistache (Pistacia chinensis), Chestnut Leaf Oak (quercus castaneifolia), Forest Green Hungarian Oak (quercus frainetto 'forest green'), Valley Oak (quercus lobata), Willow Oak (quercus phellos), Red Oak (quercus rubra), Shumard Oak (quercus shumardii), Cork Oak (quercus suber), Southern Live Oak (quercus virginana), Interior Live Oak (quercus wislizeni), Village Green Zelkova (zelkova serrate 'village green')

2.5.1 – Street tree spacing 25' – 45' on center

2.5.2 – 2-3 species of street trees (north-south evergreen, east-west deciduous)

2.5.3 – California native tree species in combination with other drought tolerant species

Date Application Received: _____

Review Period

30 Days – less than 150 units

60 Days – 150 or more units

Date of Determination: _____

Review Completed by: _____

Tree Type(s) Selected:

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_____

_____

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_____

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_____

_____

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See Page 2

See Page 2

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Determination of Consistency

Yes ☐ No ☐

Comments: