

# MULTI-FAMILY RESIDENTIAL PROJECT CHECKLIST

**PROJECT NAME:** \_\_\_\_\_

**PROJECT ADDRESS:** \_\_\_\_\_

**Instructions:** The 8 sections of the Architectural and Site Standards pertaining to multi-family residential developments must be satisfied in order to receive project approval. Please ensure that your project meets or exceeds these minimum standards. Where amenity or enhancement options are allowed, please check the box that corresponds to the option(s) that your project includes. All other requirements must be satisfied. Please refer to Section 146-139 of the Zoning Ordinance for the specific ordinance requirements from which this informal checklist is derived.

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**1. Roof Treatment (all must be satisfied):**

- Pitched roof and/or flat roof.
- No flat roof shall be visible.
- Only 1 roof color.

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**2. Exterior Finishing Materials (all must be satisfied):**

- 85% of each wall shall be masonry (unless within a courtyard or not visible from ROW or residential zoning districts or uses).
- 50% of each wall shall be masonry if within a courtyard or not visible from ROW or residential zoning districts or uses.
- Masonry is brick, stone, synthetic stone.
- Acceptable materials include masonry, stucco, EIFS, CMU, wood lap siding, vinyl siding, and glass curtain walls.
- Percentages are calculated exclusive of doors and windows.

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**3. Exterior Color (all must be satisfied):**

- 100% of exterior building surfaces shall be neutrals, creams, pastels, or deep, rich, non-reflective or earth-tone colors.
- No more than 6 colors may be used.

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**4. Building Massing (all must be satisfied):**

- Horizontal wall planes longer than 30' shall have at least one 5' deep by 10' wide offset.
- The height of the offset must be equal to the building's height.

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**5. Amenities:**

- The number of required amenities is determined by the number of residential dwelling units in the development (**see below and circle the threshold that applies**):

- 3 – 19 = 1 amenity
- 20 – 99 = 2 amenities
- 100 – 179 = 3 amenities
- 180 – 259 = 4 amenities
- 260 – 519 = 5 amenities
- 520 – 999 = 7 amenities
- 1,000+ = 10 amenities

**Amenity Options**

*(pick the appropriate number based on the proposed number of residential dwelling units)*

5a. <input type="checkbox"/>	Minimum 1,000 sq. ft. swimming pool with 10' deck
5b. <input type="checkbox"/>	Minimum 3,000 sq. ft. centralized swimming pool with 20' deck <ul style="list-style-type: none"> <li>• Counts as 2 amenities</li> </ul>
5c. <input type="checkbox"/>	Minimum 5,000 sq. ft. centralized swimming pool with 20' deck <ul style="list-style-type: none"> <li>• Counts as 4 amenities</li> </ul>
5d. <input type="checkbox"/>	Jacuzzi/hot tub (8 person minimum)
5e. <input type="checkbox"/>	Minimum of 4 barbecue grills with seating for 16 people
5f. <input type="checkbox"/>	Ramada, arbor, and/or trellis covering a minimum 2,000 sq. ft. of recreation space
5g. <input type="checkbox"/>	Minimum 4,000 sq. ft. tot play lot

5h. <input type="checkbox"/>	Minimum 1,000 sq. ft. splash pad
5i. <input type="checkbox"/>	Minimum 5,000 sq. ft. dog park that meets the following requirements: <ul style="list-style-type: none"> <li>• Enclosed by 5' tall vinyl coated chain link fence</li> <li>• No side less than 50'</li> <li>• 1 waste station is provided for every 2,500 sq. ft. of dog park</li> <li>• One 25 sq. ft. animal washing station is provided</li> </ul>
5j. <input type="checkbox"/>	1 regulation size volleyball, basketball, tennis, or other sport court <ul style="list-style-type: none"> <li>• Maximum of two courts may be counted toward amenity requirements</li> </ul>
5k. <input type="checkbox"/>	Minimum 500 sq. ft. fitness center and/or weight room
5l. <input type="checkbox"/>	Minimum 1,000 sq. ft. golf putting green
5m. <input type="checkbox"/>	Minimum 1 acre centralized open space that meets the following requirements (Counts as 5 amenities): <ul style="list-style-type: none"> <li>• No side less than 50'</li> <li>• Must be rectangular insofar as practicable</li> <li>• 5' sidewalk provided around the perimeter</li> <li>• One 6' seating area is provided along each side</li> <li>• One canopy tree shall be planted every 30 linear feet along the perimeter</li> <li>• Open space must be irrigated</li> <li>• Other amenities cannot be within the open space</li> <li>• Must be free of drainage encumbrances</li> </ul>
5n. <input type="checkbox"/>	Another amenity as approved by the Commission via the Site Plan process

**6. Major Architectural and Site Enhancement:**

- All buildings/sites must feature at least 2

<b>Enhancement Options (pick 2)</b>	
6a. <input type="checkbox"/>	Each ground-floor unit which fronts on a public ROW, a major internal drive, a required amenity, or another community gathering space has an exterior oriented entrance
6b. <input type="checkbox"/>	Each unit has a minimum 50 sq. ft. private balcony or porch
6c. <input type="checkbox"/>	All entrances to the development are divided and meet the following: <ul style="list-style-type: none"> <li>• The median shall be a minimum 8' wide and 50' long</li> <li>• 1 canopy tree is provided every 50 linear feet within the median</li> <li>• 2 ornamental trees are provided every 50 linear feet within the median</li> <li>• The median shall be covered with living plant materials and must be irrigated</li> </ul>
6d. <input type="checkbox"/>	A structured parking facility (minimum 2 levels) is provided
6e. <input type="checkbox"/>	Another enhancement as approved by the Commission via the Site Plan process

		<b>Enhancement Options (pick 4)</b>
<b>7. Minor Architectural and Site Enhancement:</b> <ul style="list-style-type: none"> <li>• All buildings/sites must feature at least 4</li> </ul>	7a. <input type="checkbox"/>	Each exterior wall that is not visible from ROW or residential zones or uses is finished with 100% masonry
	7b. <input type="checkbox"/>	Each façade contains 2 types of complimentary masonry finishing materials and each material is used on at least 25% of the facade
	7c. <input type="checkbox"/>	Minimum of 15% of each building's façade which faces a ROW or residential zone or use features patterned brickwork
	7d. <input type="checkbox"/>	Minimum 1 dormer is provided for each roof plane over 1,000 square feet which faces a public street
	7e. <input type="checkbox"/>	All chimneys are completely finished with masonry (excluding stucco)
	7f. <input type="checkbox"/>	All ground level mechanical and HVAC equipment is completely screened by a 6' tall masonry wall
	7g. <input type="checkbox"/>	All mechanical and HVAC equipment is roof-mounted and screened per section 146-132 of the Zoning Ordinance
	7h. <input type="checkbox"/>	All windows feature shutters
	7i. <input type="checkbox"/>	All windows are emphasized through the use of molding, plant ledges, sills, frames, awnings, etc.
	7j. <input type="checkbox"/>	Downspouts with gutters are internally incorporated into the building's construction
	7k. <input type="checkbox"/>	Another enhancement as approved by the Commission via the Site Plan process

**8. Additional Requirements (all must be satisfied):**

- All parking structures shall match the style and materials of the main building (no exposed steel or timber)
- All off-street parking must be screened per section 146-139 of the Zoning Ordinance
- All paving shall be concrete and shall have curbs
- All buildings outside the REC Overlay District shall be 2 stories
- Exterior stairways shall be covered and incorporated into the design of the building
- Structures outside the REC Overlay District and within 150' shall have no windows oriented to a residential use or zone

***I hereby certify that the completed checklist above accurately reflects the submitted architectural and site plan for this project.***

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_