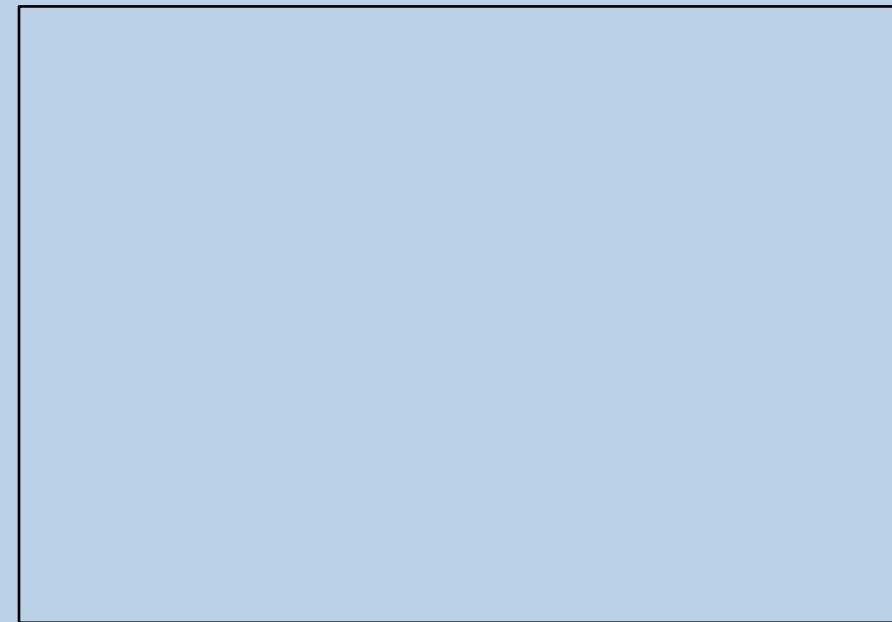


**URBAN DESIGN PROJECT REVIEW**  
APPLICATION GUIDE  
**January 2025**



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This Guide is not a complete Application Submittal Checklist and is not a substitute for the various UDPR Application Submittal requirements.

# HOW TO USE THIS APPLICATION GUIDE

This Application Guide is provided primarily for use by Urban Design Project Review (UDPR) applicants. The guide provides visual examples to aid applicants in developing documents required for each of the three UDPR review stages - outlined in the diagram at right.

The Guide is organized by document type, where each is described along with the level of detail expected at each of the three UDPR review stages. The examples included provide a frame of reference in terms of quality and various ways necessary information can be presented.

This Guide is supplementary to, and not a substitute for, the UDPR Application Submittal Checklists available at <https://www.tacomapermits.org/permitting-library>. This Guide is for illustrative purposes only, and since the examples included were not produced in response to the City of Tacoma UDPR program, many do not fully exhibit all document requirements.

*All images credit: VIA | Perkins Eastman, unless otherwise cited. These are not intended to be reproduced as part of any UDPR submittal.*



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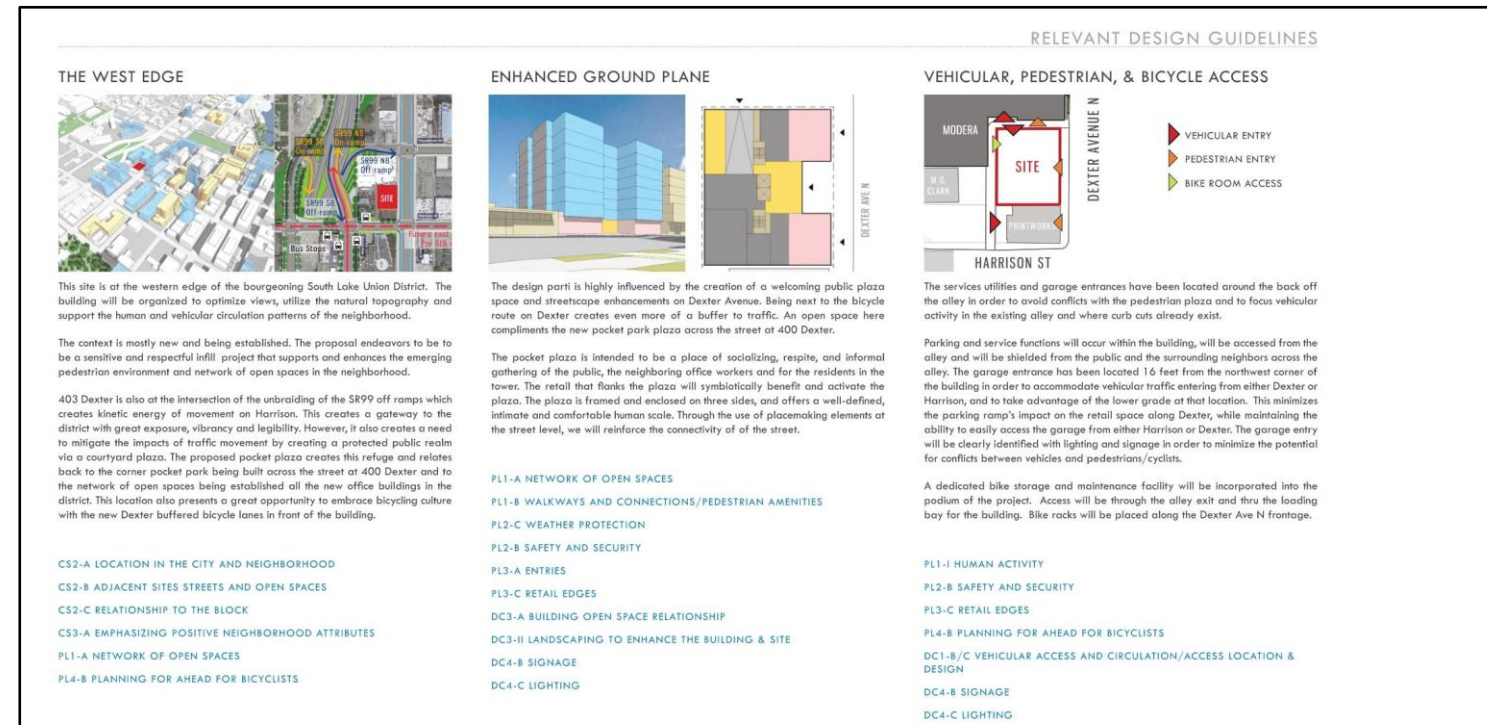


Figure A.1

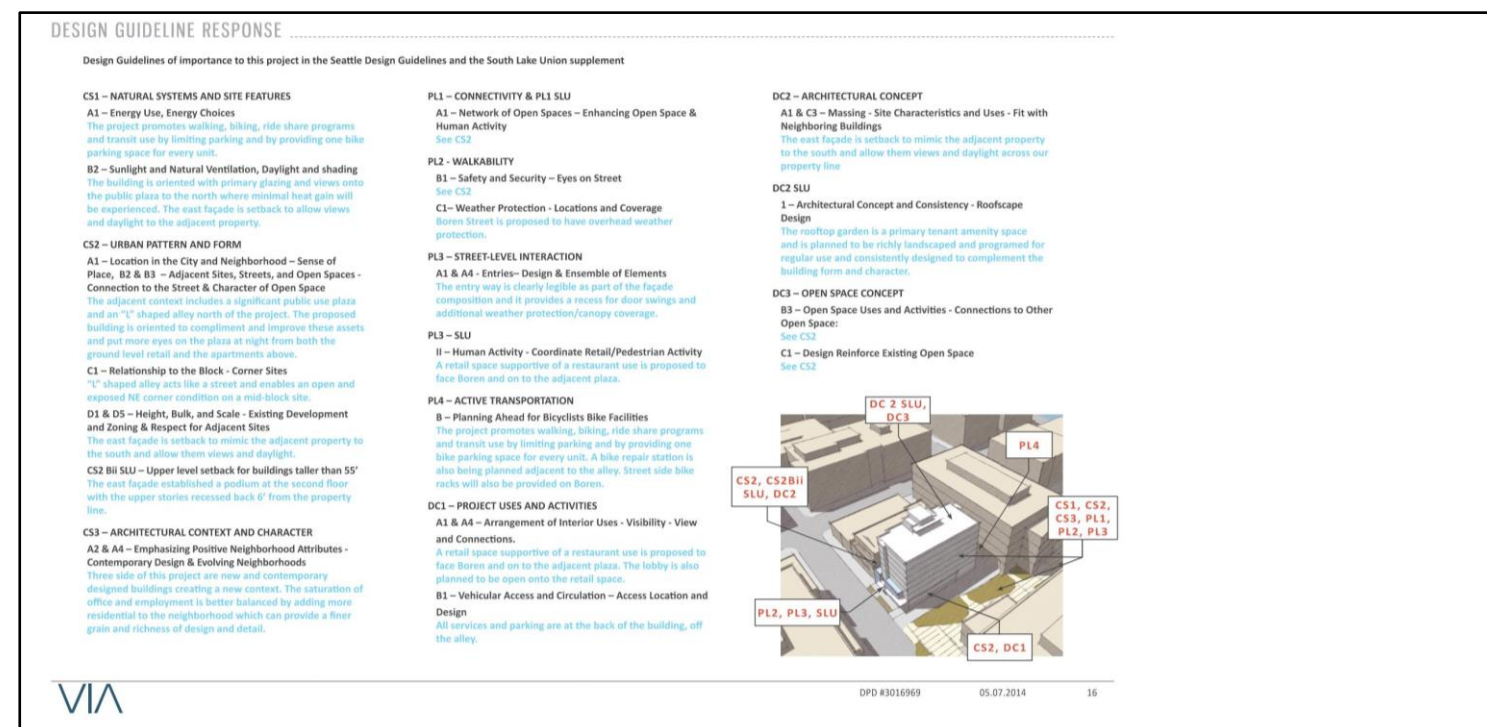


Figure A.2

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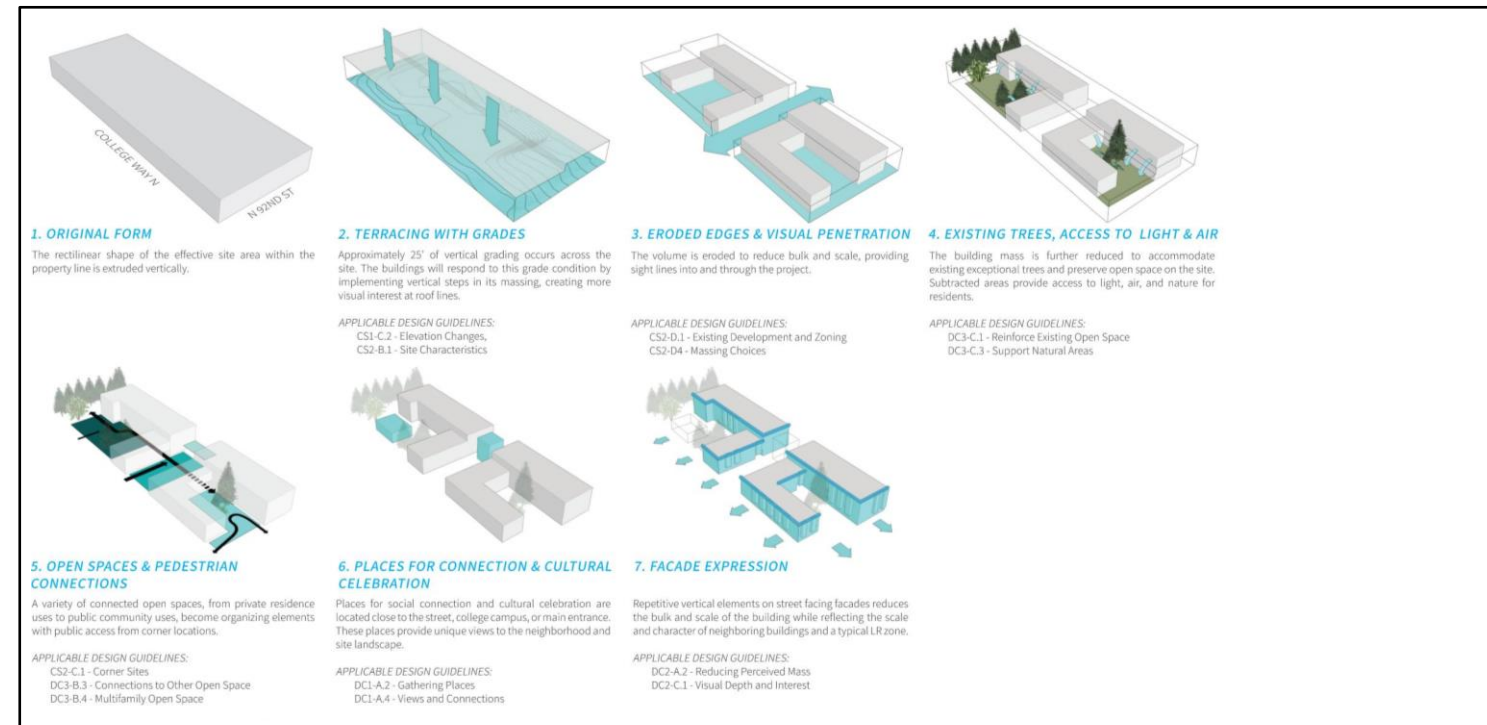


Figure A.3

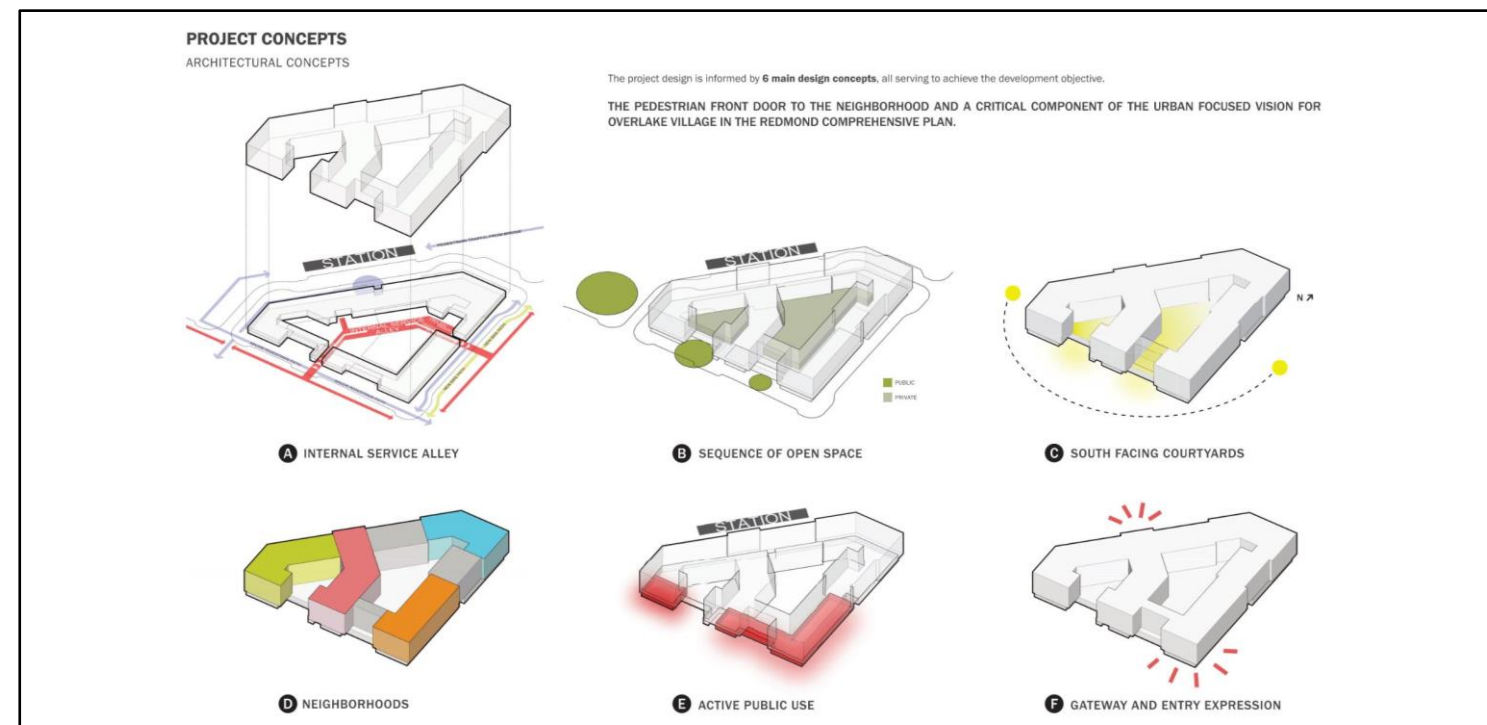


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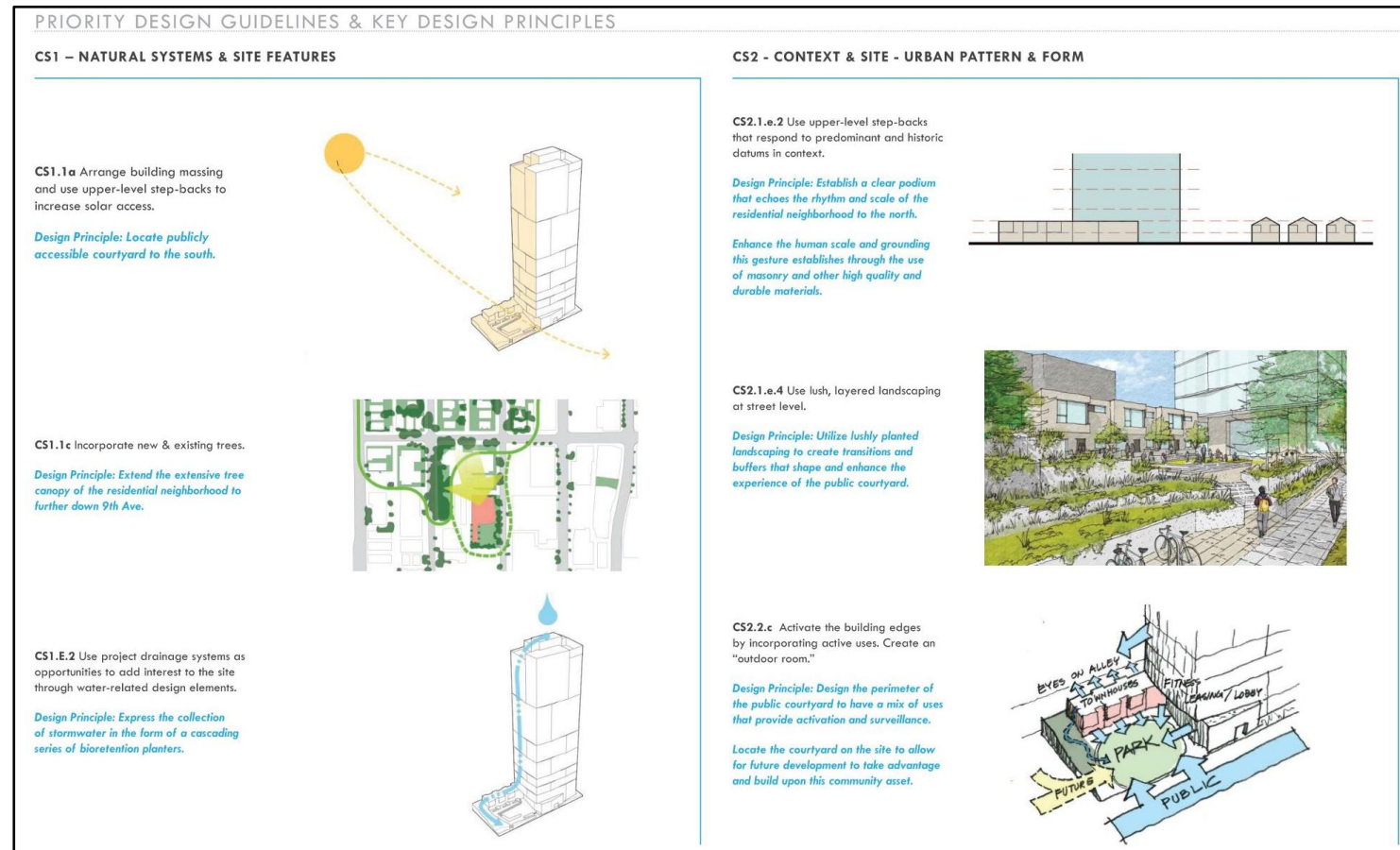


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## SITE DEVELOPMENT STANDARDS

APPLICABLE STANDARDS FROM TMC SECTION 13.06.090

### 13.06.090.B LANDSCAPING STANDARDS

1.0% OF SITE NOT COVERED BY STRUCTURES TO BE LANDSCAPED  
3' WIDE LANDSCAPING AT EXPOSED FOUNDATIONS FACING THE STREET

### 13.06.090.C.3.(1) REQUIRED ACCESSIBLE PARKING

TYPE A UNITS 1.0 PER IBC 11.05.2(5)

### 13.06.090.C.3.(2) REQUIRED OFF-STREET PARKING SPACES

RESIDENTIAL 1.0 PER DWELLING; SEE EXEMPTIONS

### 13.06.090.C.4 APPLICABLE EXEMPTIONS & REDUCTIONS TO PARKING QUANTITY

UNITS 250-450 SF THE GREATER OF 20 OR 50% OF TOTAL ARE EXEMPT  
ADDITIONAL BIKE PARKING 5 BIKE SPACES ABOVE REQUIREMENT = CREDIT FOR 1 VEHICLE SPACE  
MULTI-CYCLE/SCOOTER PARKING 4 SCOOTER SPACES = CREDIT FOR 1 VEHICLE SPACE

### 13.06.090.C.5

FOR RESIDENTIAL DEVELOPMENT, ACCESSIBLE PARKING SHALL BE CALCULATED AS IF ONE GENERAL PARKING SPACE WAS PROVIDED FOR EACH DWELLING UNIT.

### 13.06.090.G.1 BI-CYCLE PARKING

MULTI-FAMILY 1 PER DWELLING MINIMUM OF 2

### 13.06.090.J RESIDENTIAL TRANSITION STANDARDS

N/A - ADJACENT ZONING UNITS

### 13.06.090.M STREET LEVEL BUILDING TRANSITIONS

N/A - TRAFTON STREET IS NOT A DESIGNATED PEDESTRIAN STREET

## MIXED USE MINIMUM DESIGN STANDARDS

APPLICABLE STANDARDS FROM TMC SECTION 13.06.100.B

### 3.c FACADE ARTICULATION

EXEMPT; NO FACADES FACING STREET, COMMON OPEN SPACE OR COMMON PARKING AREA > 60' IN WIDTH  
MIN. 4' WIDE X 2' DEEP VERTICAL MODULATION TIED TO SIDING MATERIAL CHANGE REQ'D FOR ROOFLINE MODULATION OPTION a.(1)

### 4 UPPER FLOOR STREET FRONT SETBACKS

EXEMPT; BUILDING IS ONLY 3 STORIES

### 5 MAXIMUM FACADE WIDTHS

EXEMPT; NO FACADES > 120' IN WIDTH

### 5.a.(1) ROOFLINE MODULATION

COMPLIES; ALONG THE FACADE FACING TRAFTON STREET (WEST ELEVATION), ROOFLINE HAS MODULATION > 10% OF WALL HEIGHT  
COMBINED WITH VERTICAL BUILDING MODULATION PER 3.b

### 7.a FACADE TRANSPARENCY

COMPLIES; FACADE FACING STATE STREET HAS TRANSPARENT WINDOWS AND DOORS > 15% OF WALL AREA. FACADES FACING ALLEY AND COURTYARD HAVE TRANSPARENT WINDOWS AND DOORS > 10% OF WALL AREA.

### 7.b SOLAR ACCESS

COMPLIES; ALL UNITS HAVE SOLAR ACCESS FROM AN ELEVATION FACING A STREET, ALLEY, OR AT LEAST 2 S DES.

### 7.c WINDOW TRIM DETAILING

COMPLIES; BUILDING FACADES EMPLOY TECHNIQUES TO RECESS OR PROJECT INDIVIDUAL WINDOWS OR GROUPING OF WINDOWS ABOVE THE GROUND FLOOR AT LEAST 2' FROM SURROUNDING FACADE OR INCORPORATE WINDOW TRIM AT LEAST 1" WIDE (SEE SIDING DETAILS).

### 8.a BLANK WALL LIMITATION

COMPLIES; NO GROUND FLOOR WALL SEGMENTS > 15' IN WIDTH AND FACING A STREET OR INTERNAL PATHWAY WITHOUT A TRANSPARENT WINDOW OR DOOR.

### 8.b BUILDING FACE ORIENTATION

COMPLIES; PRIMARY ORIENTATION FACES TRAFTON STREET. NO ELEMENTS ASSOCIATED WITH A REAR ELEVATION FACE THIS R.O.W.

### 9.a(5) STREET LEVEL WEATHER PROTECTION

COMPLIES; COMMON BUILDING ENTRANCE PROTECTED FROM WEATHER BY 5' DEEP BUILDING OVERHANG.

### 12.a ROOFTOP UTILITY SCREENING

COMPLIES; HEATING PUMP OUTDOOR UNITS LOCATED ON THE ROOF ARE SCREENED BY A PARAPET WALL OR LOCATED BEYOND THE SIGHTLINE FROM ALL PUBLIC RIGHTS OF WAY WITH A MINIMUM OF 125 FEET OF THE BUILDING.

Image: WC Studio

Figure A.6

LAND USE CODE SUMMARY (CONT)		
CODE: TACOMA MUNICIPAL CODE		
ZONE: RCX (RESIDENTIAL COMMERCIAL MIXED-USE DISTRICT)		
OVERLAYS: STBPD (SOUTH TACOMA GROUNDWATER PROTECTION)		
CODE SECTION	TOPIC / REQUIRED / ALLOWED	PROPOSED
13.06.100.B.7.c	<b>WINDOWS AND OPENINGS: FACADE TRANSPARENCY</b> RESIDENTIAL BUILDINGS SHALL INCORPORATE TRANSPARENT WINDOWS AND DOORS EQUAL TO AT LEAST 15% OF ALL VERTICAL FACADE SURFACES FACING THE STREET AND EQUAL TO AT LEAST 10% OF ALL VERTICAL SURFACES FACING ALLEYS, COURTYARDS, PLAZAS, AND SURFACE PARKING LOTS.	<b>PROPOSED TRANSPARENCY:</b> TRANSPARENCY REQUIRED AT J STREET (EAST) = 15% TRANSPARENCY PROVIDED AT J STREET (EAST) = 29.2% TRANSPARENCY REQUIRED AT ALLEY (WEST) = 10% TRANSPARENCY PROVIDED AT ALLEY (WEST) = 24.7%
13.06.100.B.8.b	<b>BUILDING FACE ORIENTATION</b> (1) ALL MULTI-FAMILY BUILDING SHALL MAINTAIN PRIMARY ORIENTATION TO AN ADJACENT STREET OR RIGHT-OF-WAY AND NOT TOWARD THE ALLEY OR REAR OF THE SITE, UNLESS OTHERWISE DETERMINED BY THE DIRECTOR. (2) THE BUILDING ELEVATION FACING STREET PUBLIC RIGHTS-OF-WAY SHALL BE A FRONT, SIDE, OR CORNER SIDE AND SHALL NOT CONTAIN ELEMENTS COMMONLY ASSOCIATED WITH A REAR ELEVATION APPEARANCE, SUCH AS LOADING DOCKS, UTILITY METERS, AND/OR DUMPSTERS.	<b>PROPOSED BUILDING ORIENTATION:</b> PRIMARY ORIENTATION FOR GROUND-FLOOR UNITS IS TOWARD STREET WITH DIRECT ACCESS TO NORTHEAST UNIT FROM SIDEWALK.
13.06.100.B.9.b	<b>STREET LEVEL WEATHER PROTECTION</b> (1) WEATHER PROTECTION SHALL BE PROVIDED ABOVE A MINIMUM OF 50 PERCENT OF THE LENGTH OF HARD SURFACED, PUBLIC OR PRIVATE WALKWAYS AND/OR PLAZAS ALONG FACADES CONTAINING CUSTOMER AND/OR PUBLIC BUILDING ENTRIES OR FACING PUBLIC STREET FRONTAGE. (5) WEATHER PROTECTION IS REQUIRED FOR ALL MULTI-FAMILY BUILDING ENTRIES. FOR PRIVATE ENTRIES, REQUIRED WEATHER PROTECTION MUST BE AT LEAST 3 FEET DEEP ALONG THE WIDTH OF THE ENTRY. FOR COMMON BUILDING ENTRIES, THE REQUIRED WEATHER PROTECTION SHALL BE 5 FEET.	<b>PROPOSED WEATHER PROTECTION:</b> (1) CONTINUOUS WEATHER PROTECTION IS PROVIDED ABOVE LENGTH OF WALKWAY ADJACENT TO BUILDING FROM FRONT ENTRY TO EDGE OF BUILDING (SOUTH FACADE) (5) COMMON ENTRY IS COVERED BY 6'x10' CANOPY; INDIVIDUAL GROUND FLOOR UNIT ENTRIES ARE COVERED BY 5' DEEP BALCONIES FUNCTIONING AS CANOPIES.
13.06.100.B.10.a	<b>ROOFTOP MECHANICAL SCREENING</b> ALL ROOFTOP MECHANICAL FOR NEW CONSTRUCTION SHALL BE SCREENED OR LOCATED IN A MANNER AS TO BE MINIMALLY VISIBLE FROM PUBLIC RIGHTS-OF-WAY. FENCING IS NOT ACCEPTABLE. THE INTENT OF THE SCREENING IS TO MAKE THE ROOFTOP EQUIPMENT MINIMALLY VISIBLE FROM PUBLIC RIGHTS-OF-WAY WITHIN 125 FEET OF THE BUILDING, PROVIDED SAID RIGHTS-OF-WAY ARE BELOW THE ROOF LEVEL OF THE BUILDING.	<b>PROPOSED ROOFTOP SCREENING:</b> ROOFTOP MECHANICAL UNITS CANNOT BE SEEN FROM PRIMARY RIGHT-OF-WAY (J STREET) DUE TO UP-SLOPED ROOF. THESE UNITS COULD BE SEEN FROM S 21ST STREET WHICH IS WITHIN 125'. THEREFORE SCREENING IS PROPOSED ALONG NORTH SIDE OF PROPOSED ROOFTOP UNIT LOCATIONS. REFER TO ROOF PLAN SHEET A-120, AND CORRESPONDING BUILDING ELEVATIONS ON A-200 FOR SCREENING LOCATION.

Image: Ferguson Architects

Figure A.7

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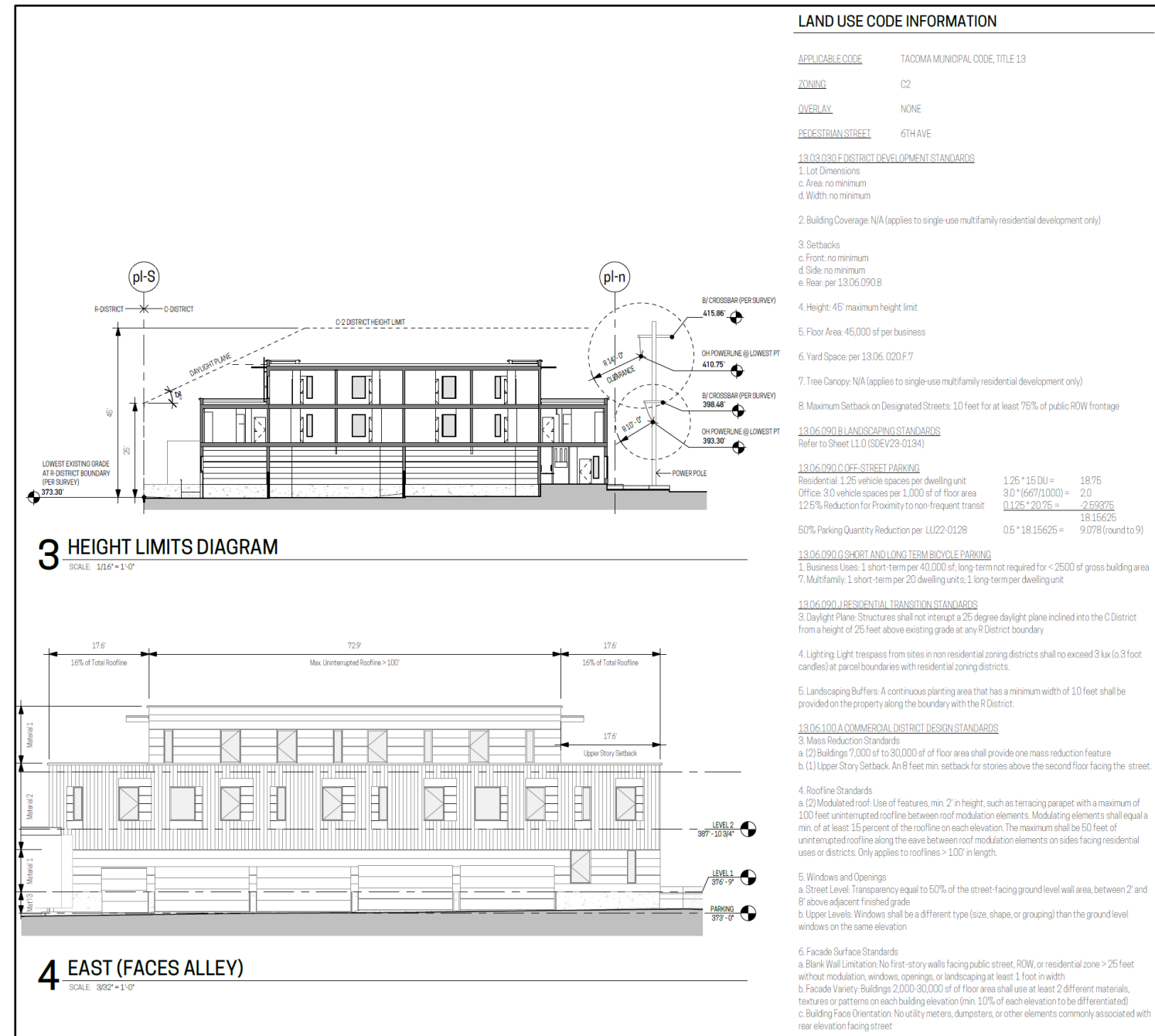


Image: WC Studio

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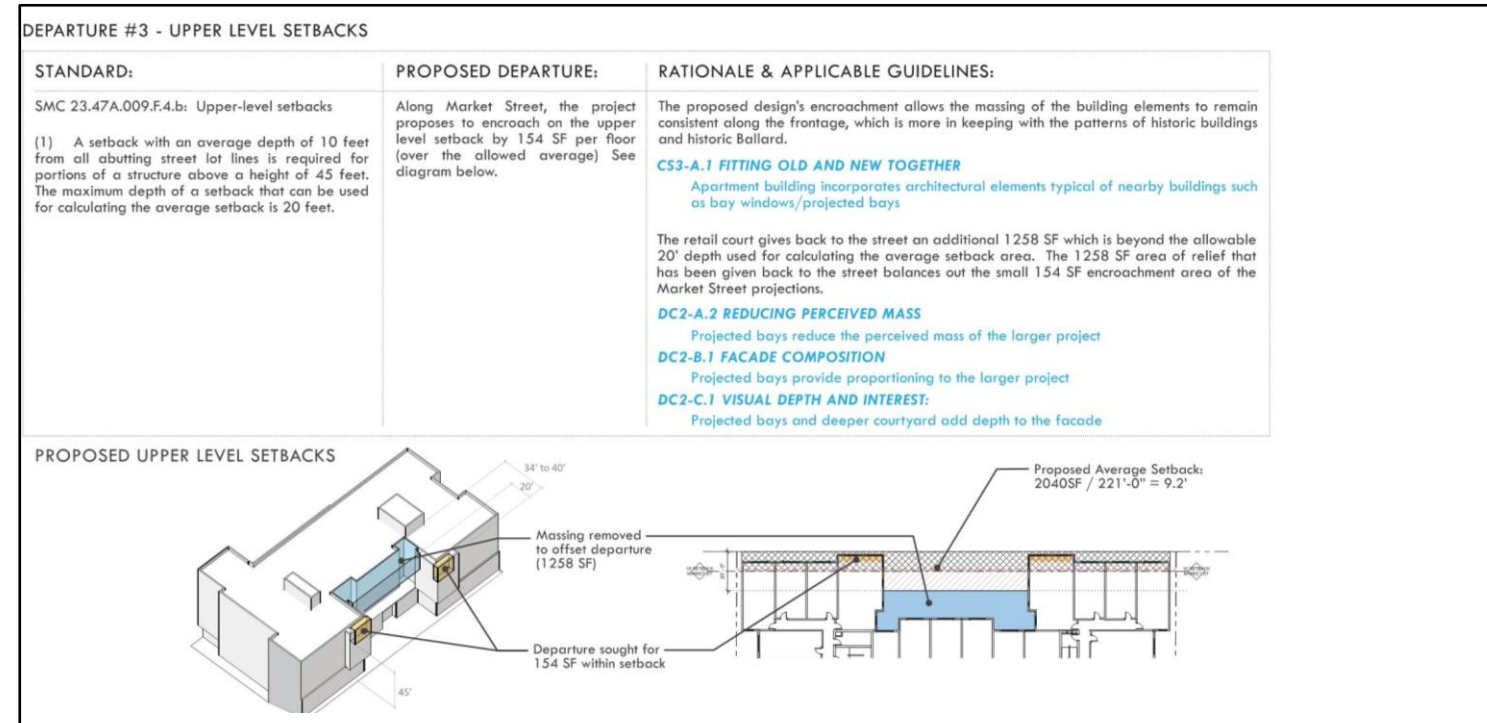


Figure A.9

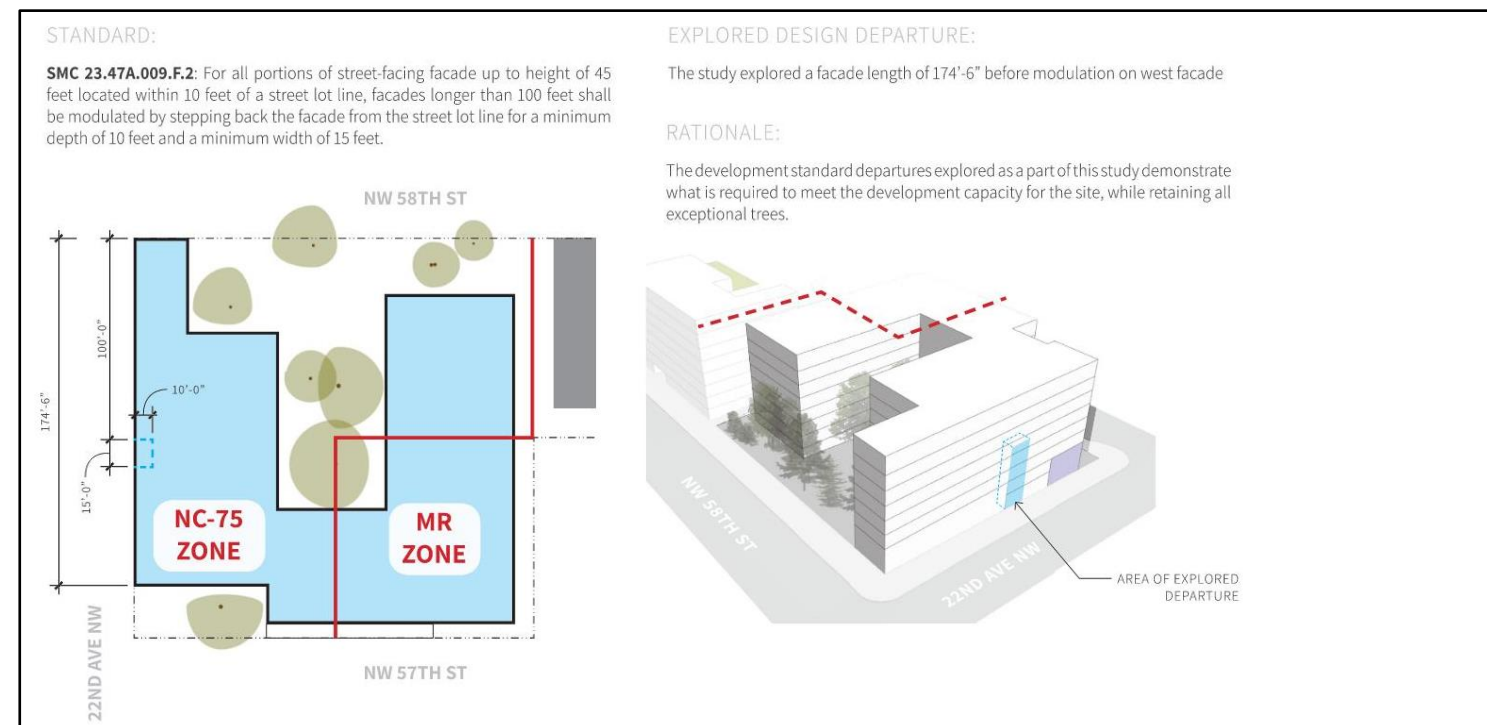


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## DEVELOPMENT STANDARD DEPARTURES

### DEPARTURES #7, 8, & 9 - UPPER LEVEL SETBACKS (NC ZONE)

#### STANDARD:

SETBACK 10 FEET ABOVE 13 FEET FROM LOT LINE ABUTTING MR ZONE  
SETBACK AN ADDITIONAL 1 FOOT FOR EVERY 10 FEET ABOVE 65 FEET

#### PROPOSED:

SETBACK 11 INCHES FOR A DISTANCE OF 40 FEET AT NE LOT LINE  
SETBACK 10 FEET FOR A DISTANCE OF 27.34 FEET AT NE LOT LINE

#### RATIONALE:

- SETBACK REDUCTION ALLOWS FOR RECAPTURE OF PORTION OF LOST DEVELOPMENT CAPACITY DUE TO PRESERVATION OF EXISTING TREES
- BETTER MEETS NUMEROUS DESIGN GUIDELINES THROUGH INCLUSION OF SIGNIFICANT GROUND LEVEL OPEN SPACE
- ESTABLISHES APPROPRIATE BOOKEND TO BALLARD COMMONS
- STEPPED OR CARVED MASSING WHERE PROJECT FACES LOWER SCALE DEVELOPMENT
- BOTH MARKET RATE AND AFFORDABLE PROJECTS ARE SEEKING AND MUTUALLY SUPPORTING A DEPARTURE FROM THIS STANDARD

#### RELEVANT DESIGN GUIDELINES:

- **CS3.1.C PLANTS AND HABITAT:** INTEGRATE LANDSCAPING IN FRONT OF RESIDENCES
- **CS2.1.B.3 SENSE OF PLACE:** DESIGN AND PROGRAM PRIVATELY OWNED OPEN SPACES TO CONTRIBUTE TO THE PUBLIC REALM.
- **CS2.1.B.3 SENSE OF PLACE:** CONSIDER SETTING BACK PORTIONS OF THE EAST-WEST FACADES TO FORM “SIDE ROOMS” OR “EDDIES” OF ACTIVITIES
- **CS2.3.A.2 CONNECTION TO THE STREET:** PROVIDE A TRANSITION FROM PUBLIC TO PRIVATE SPACES.
- **PL1.1.B.2 ADDING TO PUBLIC LIFE:** CREATE A RICH PUBLIC REALM AND ACTIVE PUBLIC OPEN SPACE THAT EXTENDS FROM THE BALLARD COMMONS
- **PL1.2.A PEDESTRIAN VOLUMES:** CREATE WELCOMING AND SPACIOUS SIDEWALK ENVIRONMENT THROUGH INTEGRATING PRIVATE OPEN SPACE, SETBACKS
- **DC3.2.A MEETING USER NEEDS:** OUTSIDE OF PEDESTRIAN ZONES, LARGE MIXED-USE AND MULTIFAMILY DEVELOPMENTS SHOULD INCORPORATE GROUND-LEVEL OPEN SPACE WHEN DESIGNING THE MASSING.
- **DC3.3.A AMENITIES AND FEATURES:** INTEGRATE LANDSCAPING IN FRONT OF RESIDENCES

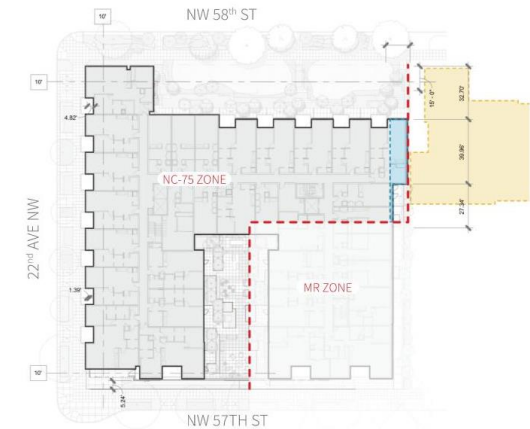
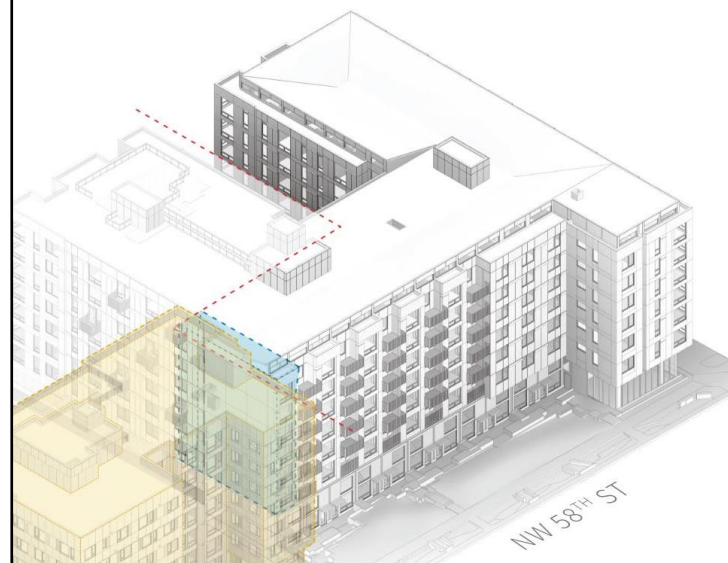


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# B. Urban Design Context Analysis

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**Vicinity map**

See Figures B.1 and B.2

Concept Design Review

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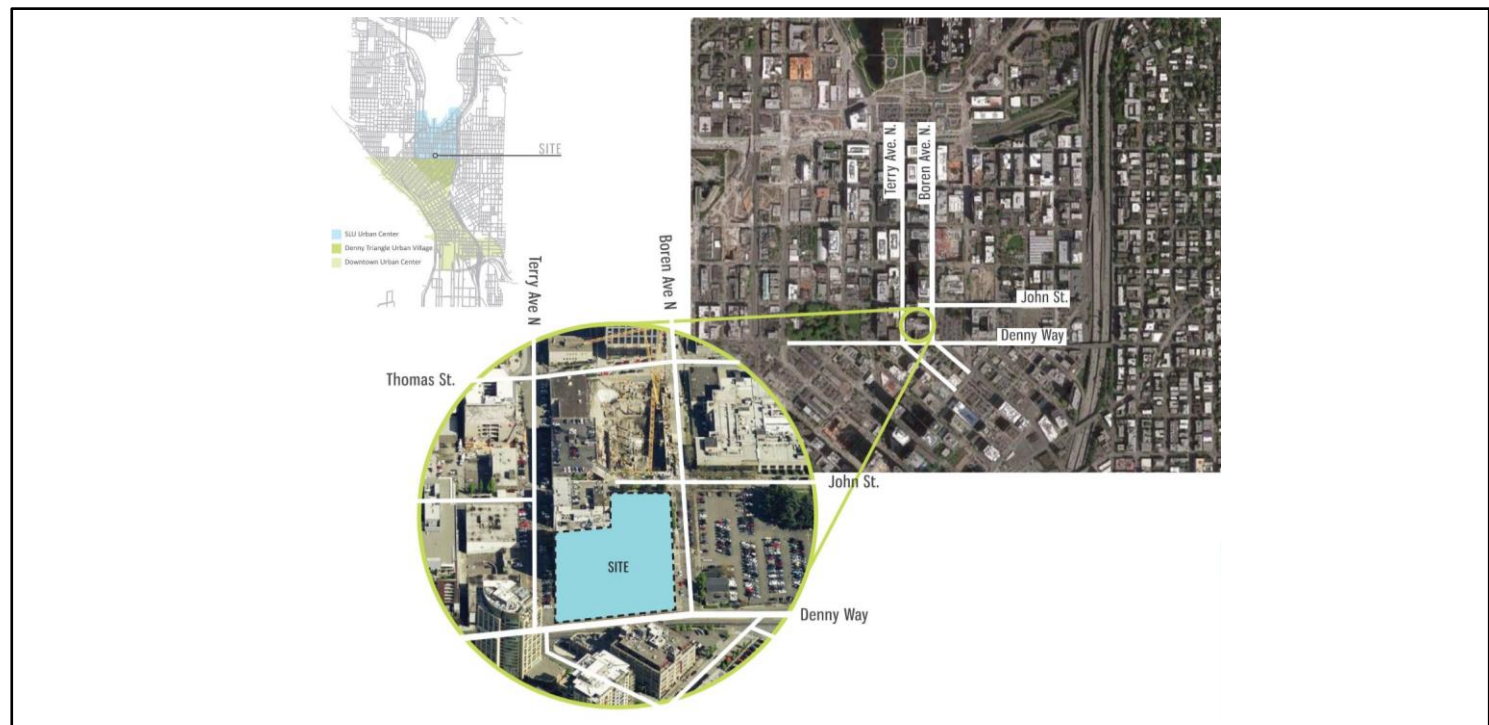
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**Figure B.1**



**Figure B.2**

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### Land use and zoning maps

Existing uses do not always reflect underlying zoning so maps for both should be included. Significant discrepancies between existing land uses and zoning should be highlighted whenever present. See Figure B.3

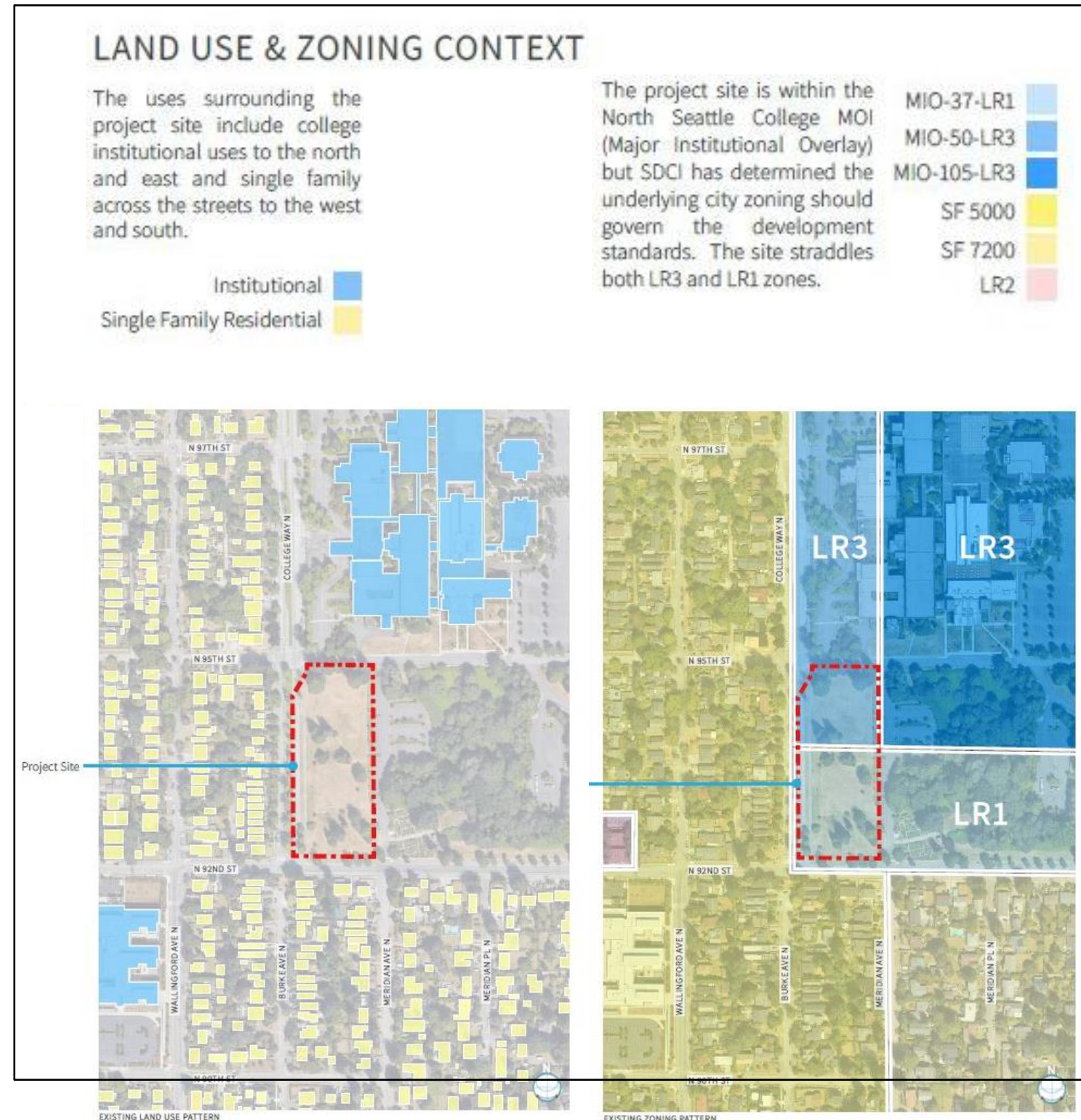
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EXISTING LAND USE PATTERN

EXISTING ZONING PATTERN

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### Context maps

A neighborhood context map that contains land uses, including green spaces, and significant pedestrian and vehicular pathways helps fully describe the site's urban context. See Figure B.4.

A map identifying future development provides necessary context. See Figure B.5.

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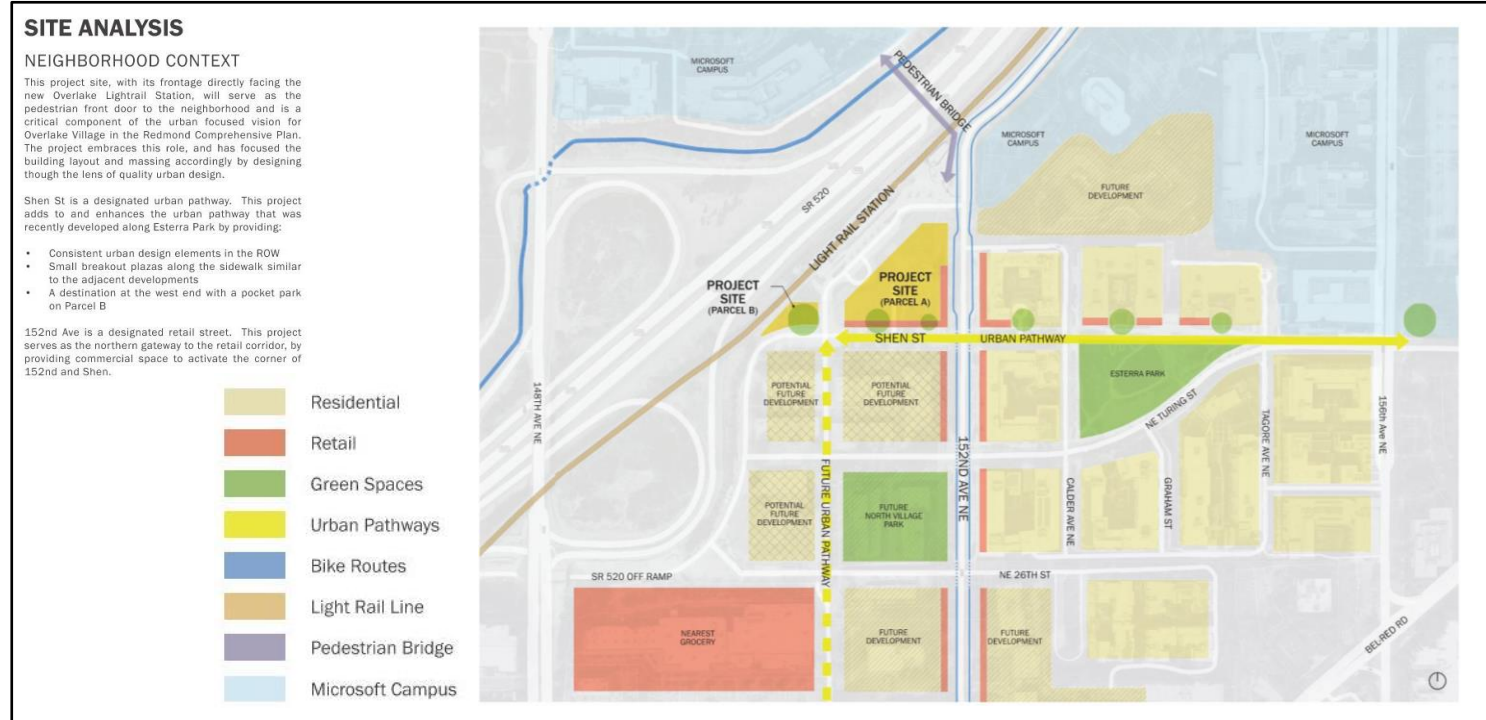


Figure B.4



Figure B.5

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# B. Urban Design Context Analysis

The Urban Design Context Analysis includes a description of the project site's existing conditions and the surrounding area and how the site's context informs the proposal's design. This analysis includes consideration of the proposal's relationship with adjacent existing and planned buildings, the public realm and other adjacent public spaces, nearby cultural and historic resources, and any significant natural features. This analysis is supported by the inclusion of maps, diagrams, and photos.

**Context photos w/ key map**

See Figures B.6 and B.7

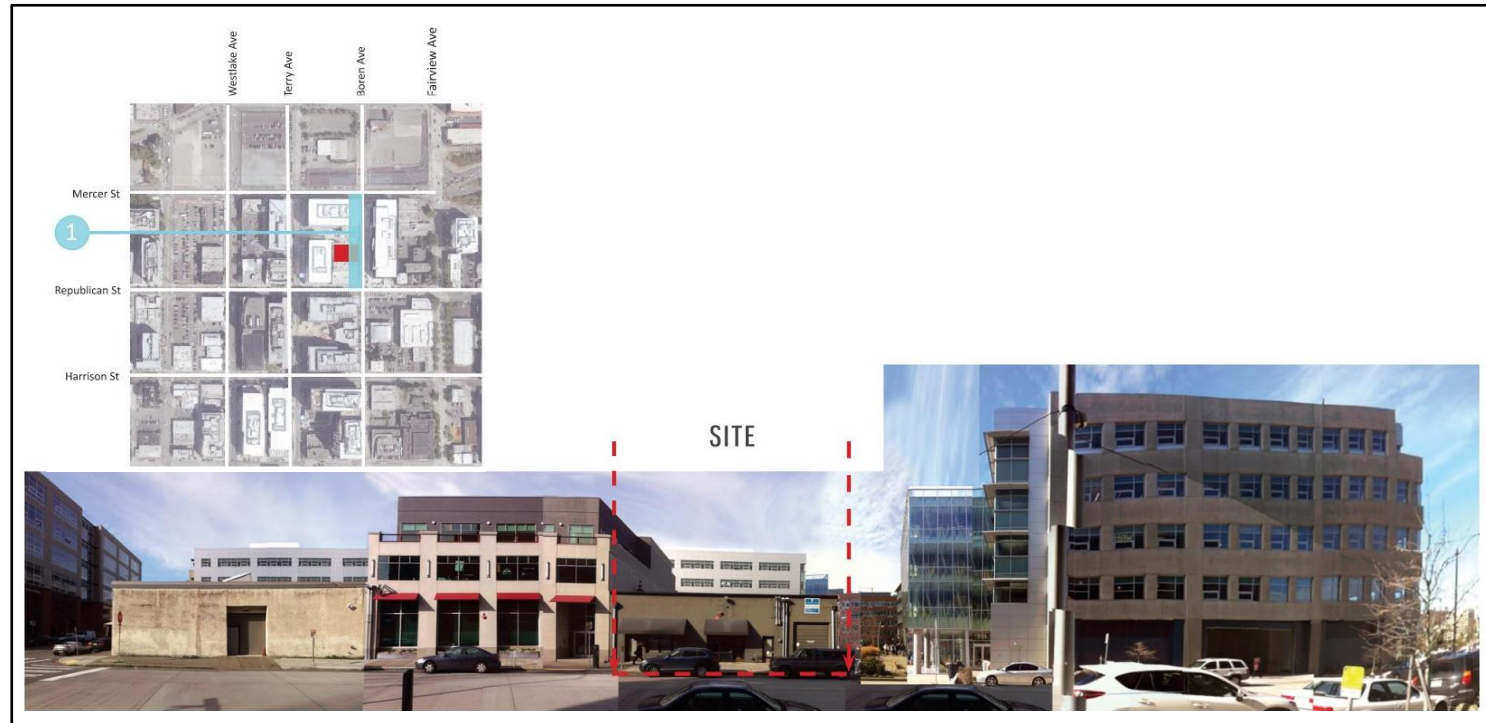
Concept Design Review

All information is updated to reflect any modifications or refinements made after the Pre-Application Conference.

Required

- Pre-Application Conference
- Concept Design Review
- Final Design Review<sup>1</sup>

<sup>1</sup>This information only needs to be included if updates, revisions, or corrections are made to previously submitted information.



**Figure B.6**



**Figure B.7**

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# C. Existing Conditions Plan

The Existing Conditions Plan provides a detailed depiction of the project site and its immediate surroundings' existing conditions. This includes any existing structures and points of access, trees and critical areas, utilities, and easements located on the development site. This plan also includes adjacent structures, points of access, and right-of-way improvements.

See Figure C.1

### Concept Design Review

All information is updated to reflect any modifications or refinements made after the Pre-Application Conference.

### Required

- Pre-Application Conference
- Concept Design Review
- Final Design Review<sup>1</sup>

<sup>1</sup>This information only needs to be included if updates, revisions, or corrections are made to previously submitted information.

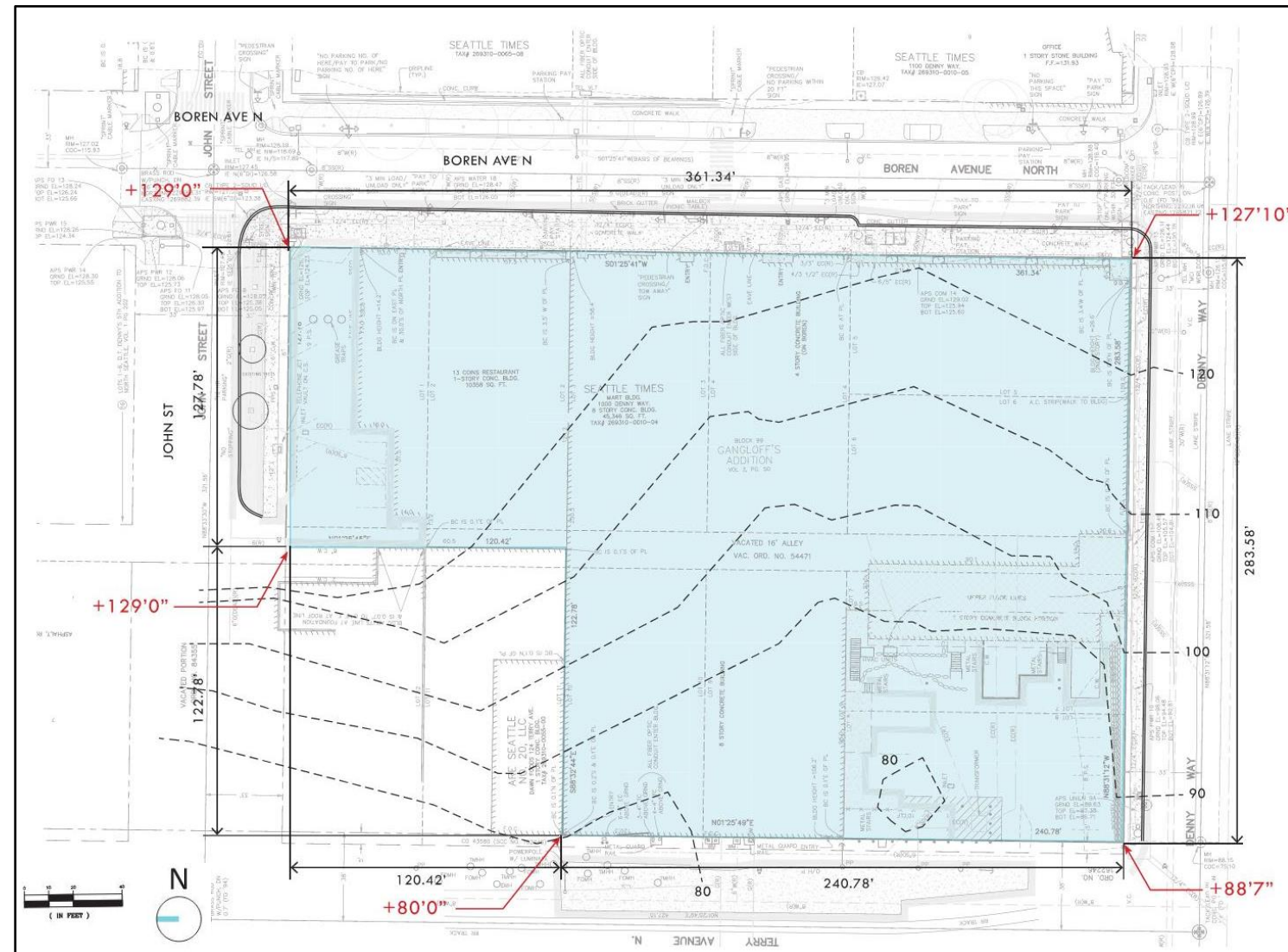


Figure C.1

The images included in this Guide were not developed in response to UDPR application requirements and therefore information in this Guide does not substitute or fully represent applicable UDPR Application Submittal checklist requirements.

# D. Site Plan

This plan provides a detailed depiction of the proposed development. The drawing includes building footprint(s), ground floor plan, outdoor amenity and open spaces, and vehicular, pedestrian, bicycle circulation and access points, and adjacent structures. Other information provided includes estimates of floor area by use, number of residential units, parking spaces, and landscape area. This plan also demonstrates structures' relationship to exterior spaces including adjacent rights-of-way, natural features, and grade changes.

### Conceptual site plan

See Figures D.1 and D.2

### Pre-Application Conference

Optional elements include ground floor plan, amenity spaces, outdoor storage areas, and freestanding sign locations.

### Concept Design Review

Site plan is updated to reflect any modifications or refinements made after the Pre-Application Conference.

### Final Design Review

The plan is updated to reflect Concept Design Review guidance and additional details are provided demonstrating a progression of the proposal's design.

### Required

- Pre-Application Conference
- Concept Design Review
- Final Design Review

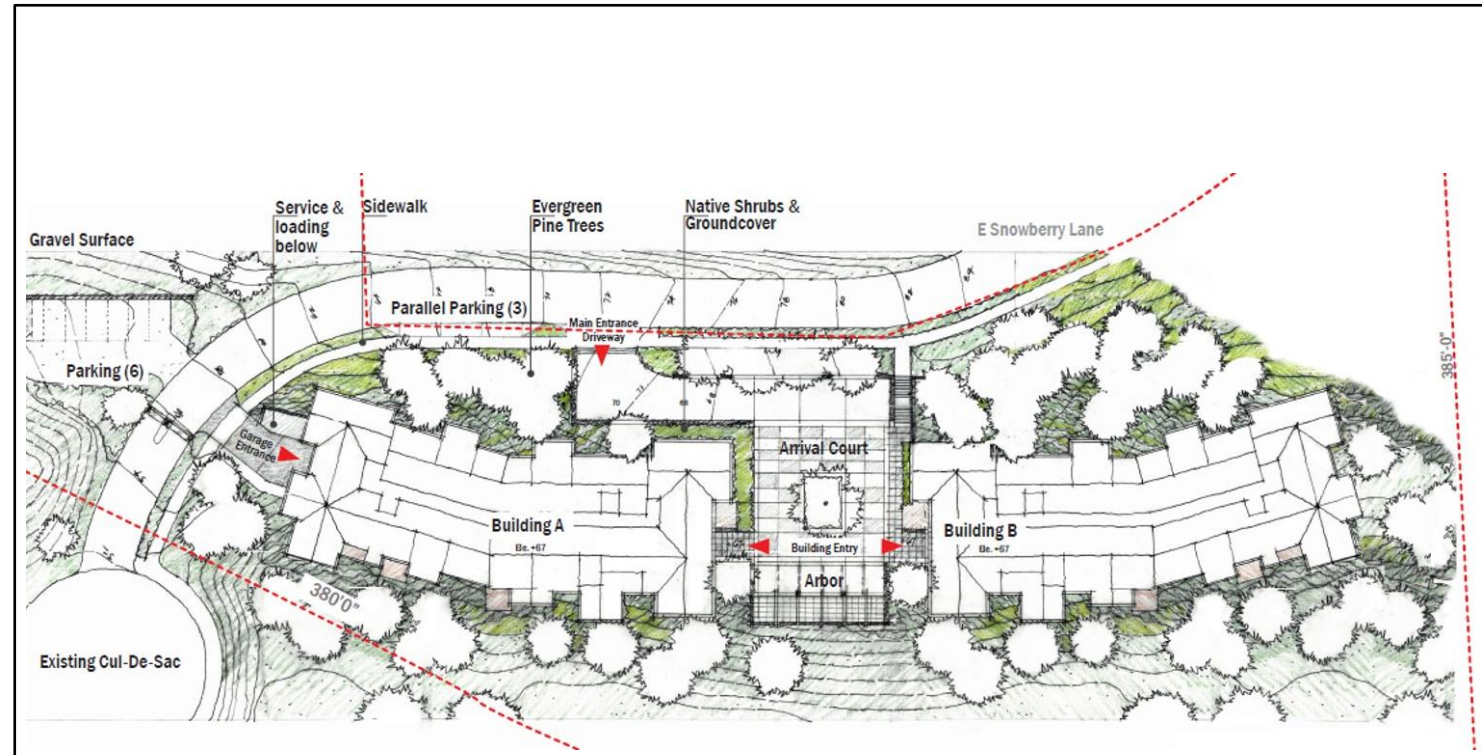


Figure D.1

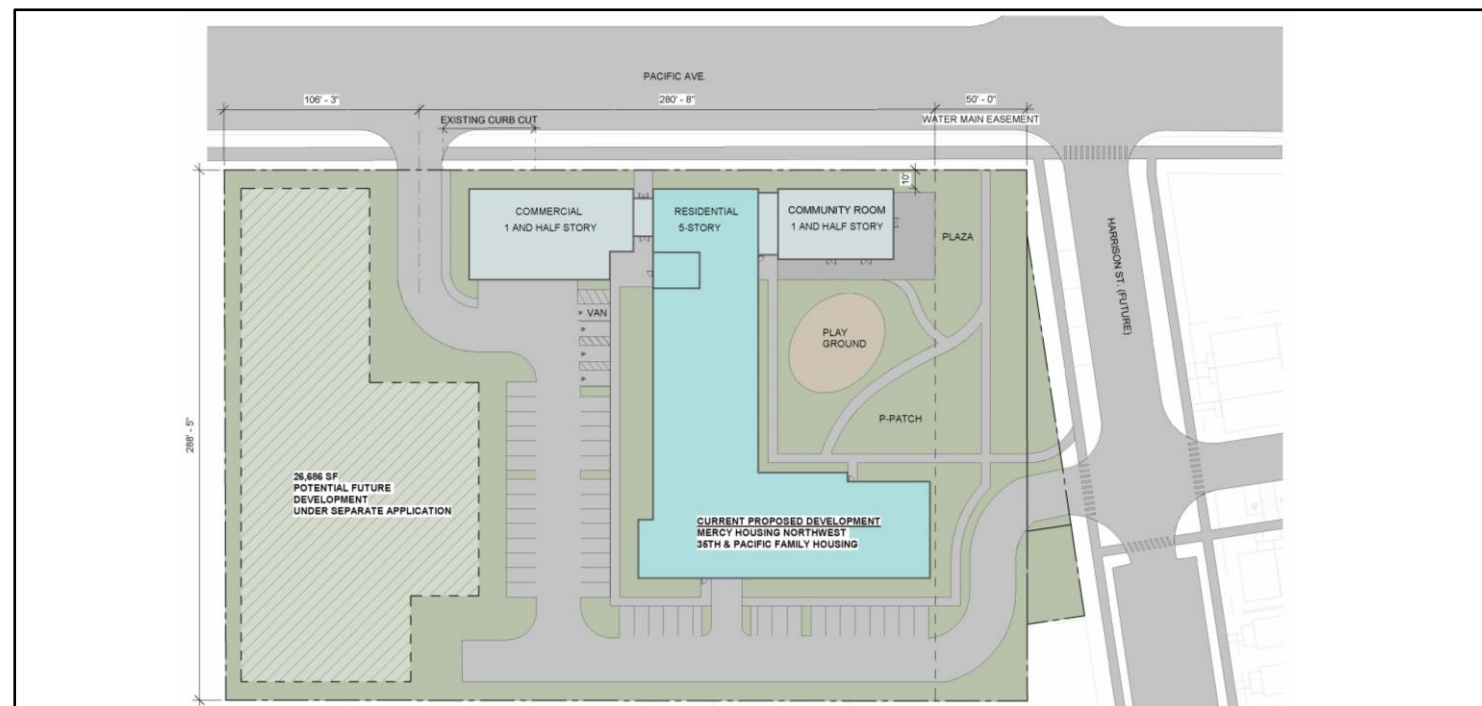


Image: SMR Architects

Figure D.2

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# D. Site Plan

This plan provides a detailed depiction of the proposed development. The drawing includes building footprint(s), ground floor plan, outdoor amenity and open spaces, and vehicular, pedestrian, bicycle circulation and access points, and adjacent structures. Other information provided includes estimates of floor area by use, number of residential units, parking spaces, and landscape area. This plan also demonstrates structures' relationship to exterior spaces including adjacent rights-of-way, natural features, and grade changes.

### Final site plan

See Figure D.3

### Pre-Application Conference

Optional elements include ground floor plan, amenity spaces, outdoor storage areas, and freestanding sign locations.

### Concept Design Review

Site plan is updated to reflect any modifications or refinements made after the Pre-Application Conference.

### Final Design Review

The plan is updated to reflect Concept Design Review guidance and additional details are provided demonstrating a progression of the proposal's design.

### Required

- Pre-Application Conference
- Concept Design Review
- Final Design Review



Figure D.3

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# E. Floor Plans

Floor plans indicate uses, pedestrian entrances and circulation, outdoor areas, and vehicular access points and circulation.

**Conceptual floor plans**

See Figures E.1 – E.5

Pre-Application Conference

Ground floor plans are required while upper and below-grade floor plans are optional.

Concept Design Review

All floor plans are required.

Final Design Review

The plans are updated to reflect Concept Design Review guidance and additional details such as exterior materials and glazing are included.

Required

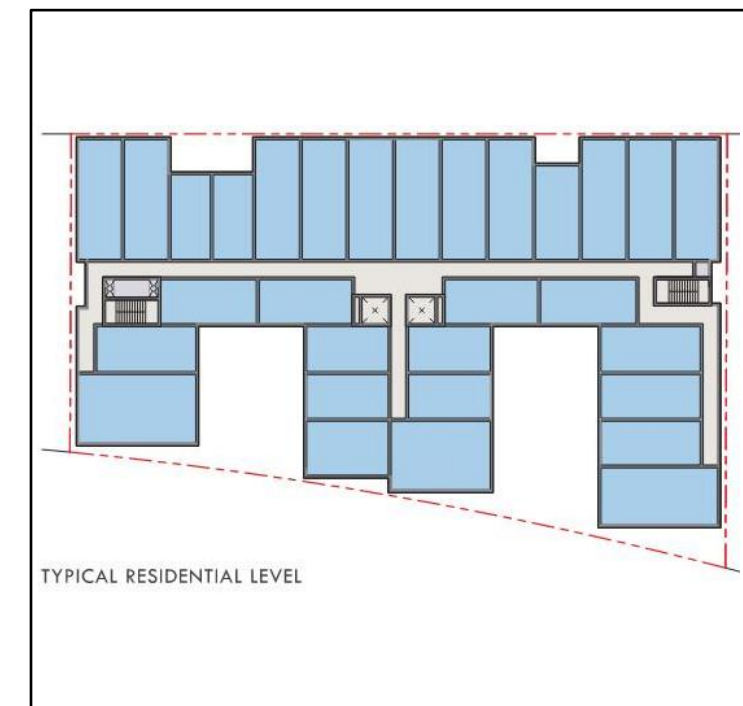
- Pre-Application Conference
- Concept Design Review
- Final Design Review



**Figure E.1**



**Figure E.2**



**Figure E.3**

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# E. Floor Plans

Floor plans indicate uses, pedestrian entrances and circulation, outdoor areas, and vehicular access points and circulation.

### Conceptual floor plans

See Figures E.1 – E.5

### Pre-Application Conference

Ground floor plans are required while upper and below-grade floor plans are optional.

### Concept Design Review

All floor plans are required.

### Final Design Review

The plans are updated to reflect Concept Design Review guidance and additional details such as exterior materials and glazing are included.

### Required

- Pre-Application Conference
- Concept Design Review
- Final Design Review

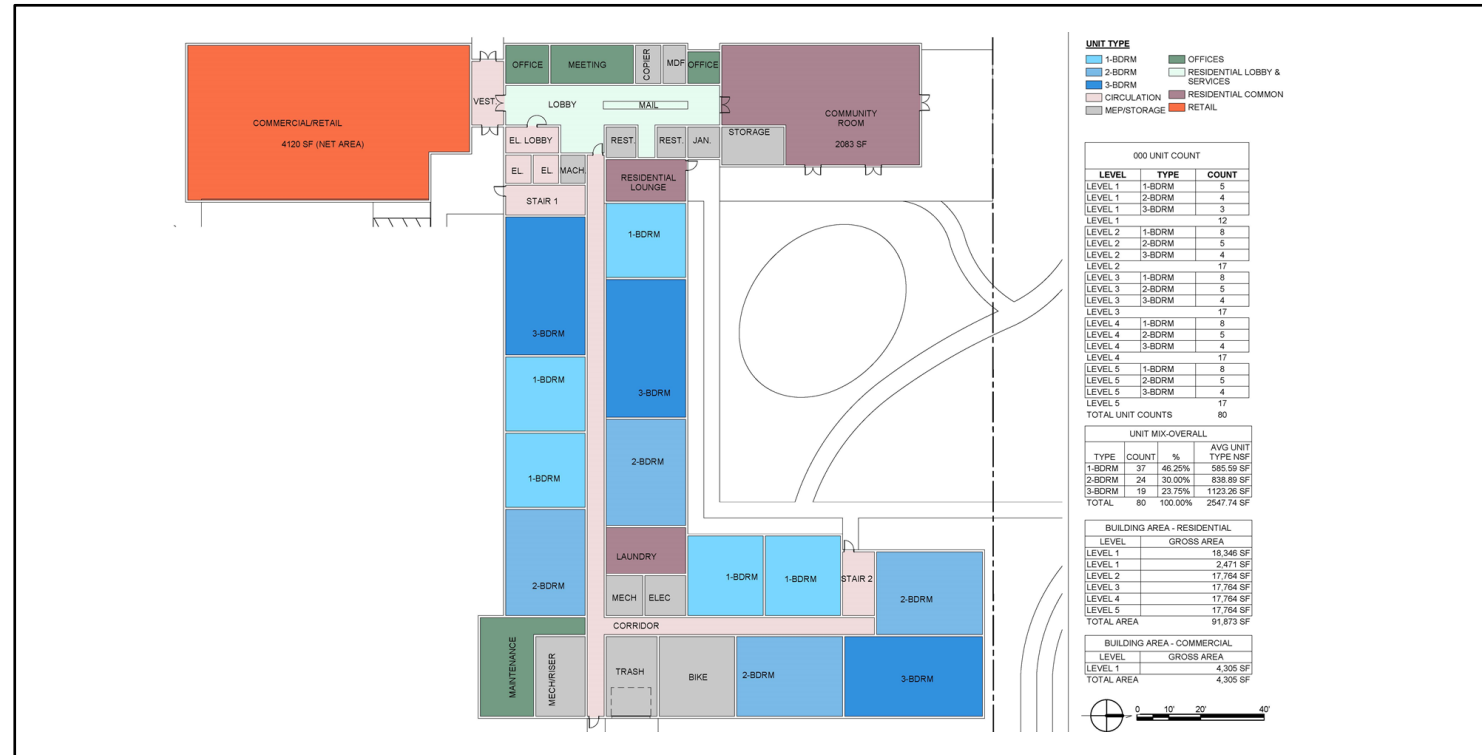


Image: SMR Architects

Figure E.4

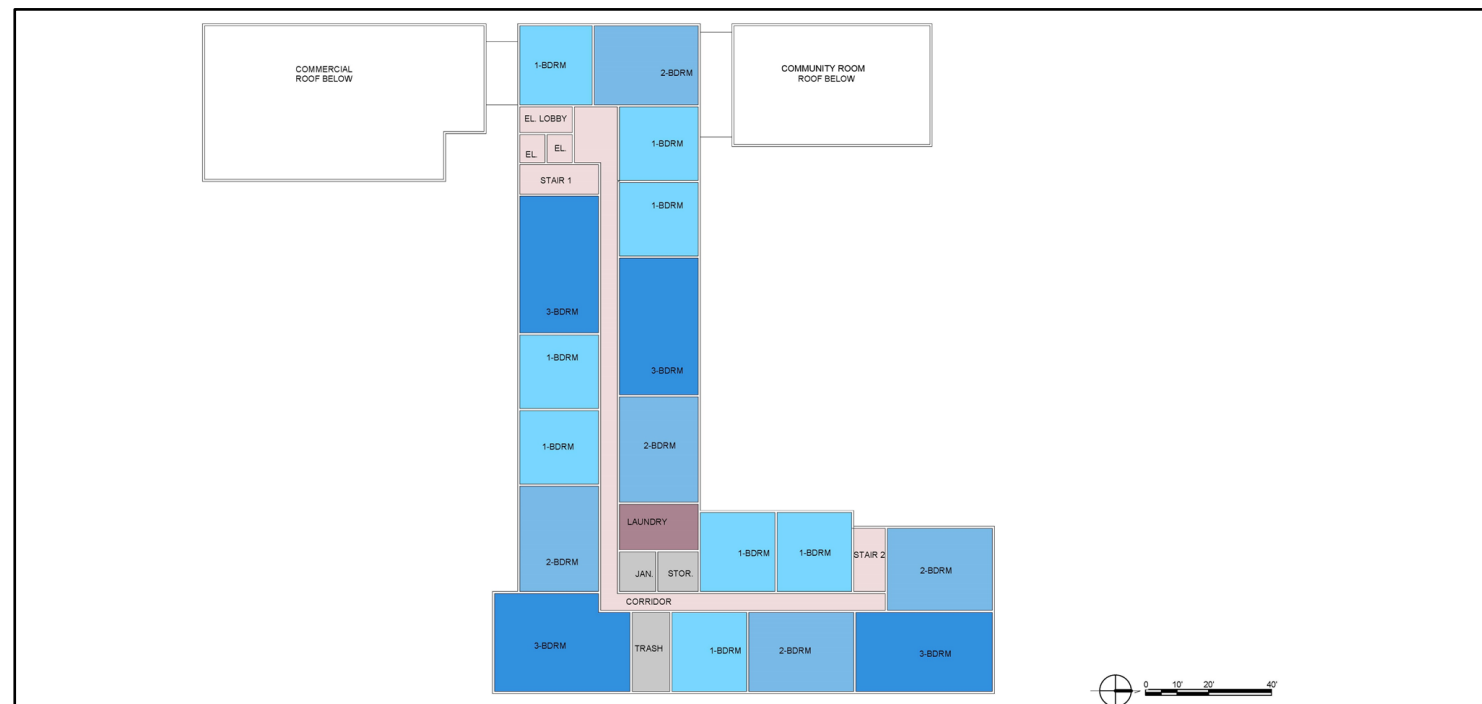


Image: SMR Architects

Figure E.5

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# E. Floor Plans

Floor plans indicate uses, pedestrian entrances and circulation, outdoor areas, and vehicular access points and circulation.

### Final floor plans

See Figure E.6

### Pre-Application Conference

Ground floor plans are required while upper and below-grade floor plans are optional.

### Concept Design Review

All floor plans are required.

### Final Design Review

The plans are updated to reflect Concept Design Review guidance and additional details such as exterior materials and glazing are included.

### Required

- Pre-Application Conference
- Concept Design Review
- Final Design Review

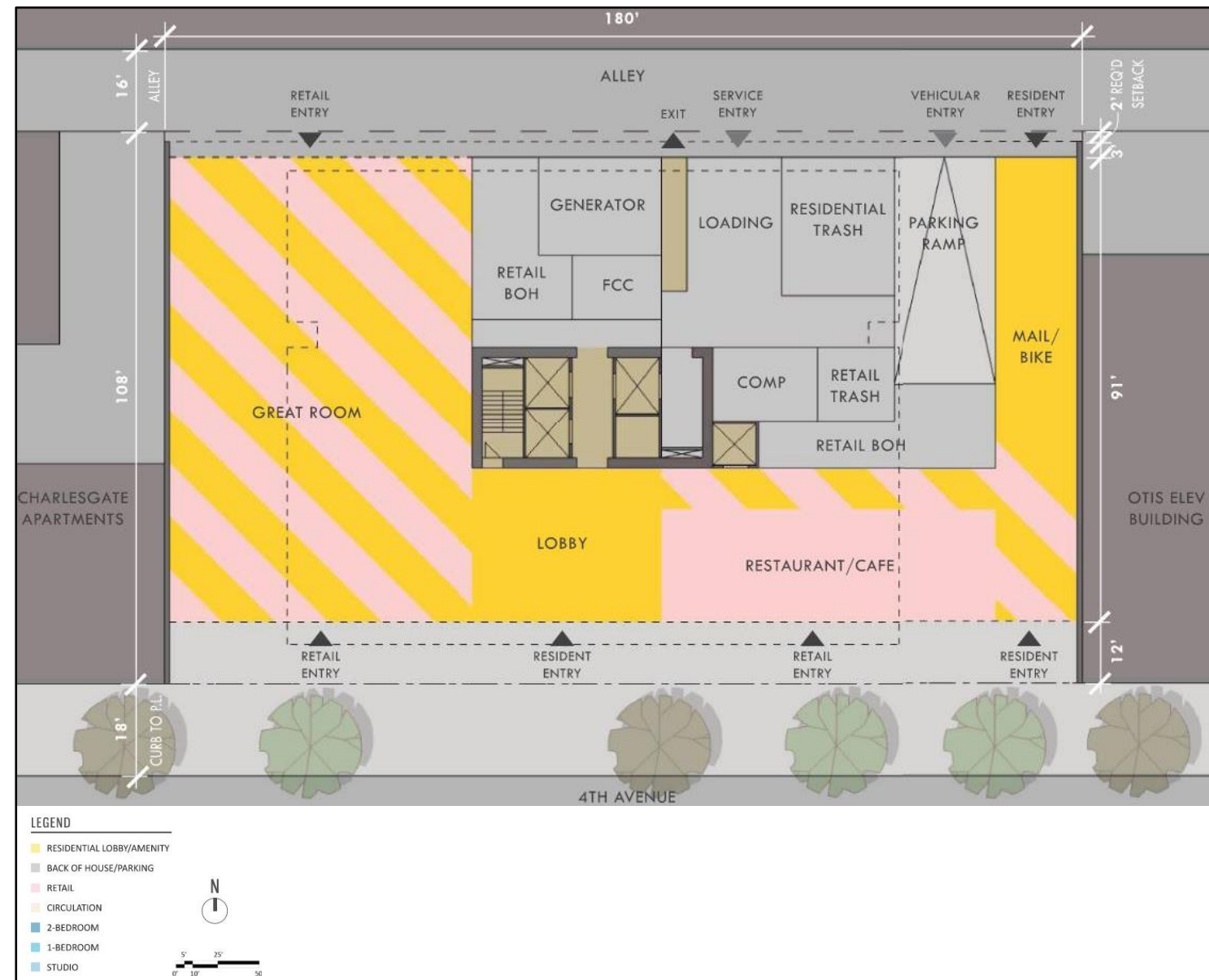


Figure E.6

The images included in this Guide were not developed in response to UDPR application requirements and therefore information in this Guide does not substitute or fully represent applicable UDPR Application Submittal checklist requirements.

# F. Architectural Massing Concepts

The massing concept drawings illustrate the proposed structures' bulk and scale relative to its surroundings. Drawings incorporate elements such as conceptual floor plans differentiating uses, significant site features, pedestrian and vehicular circulation and points of access, open spaces, and other information that helps show the applicant's design thinking process and how it responds to the context and UDPR design guidelines.

### **Preliminary/Conceptual massing drawings**

The drawings present a simplified 3-dimensional depiction of the proposal within its context. The primary purpose of these drawings is to illustrate how the building's massing, including any building modulation, appears from a number of perspectives. Interior and exterior uses are also indicated. See Figures F.1 – F.5

### Pre-Application Conference & Concept Design Review

If departures that affect building massing are proposed, a drawing depicting a code compliant development is included along with the applicant's preferred concept. If the proposal may impact a nearby public park or similar space a sun/shadow graphical analysis is included as well.

### Final Design Review

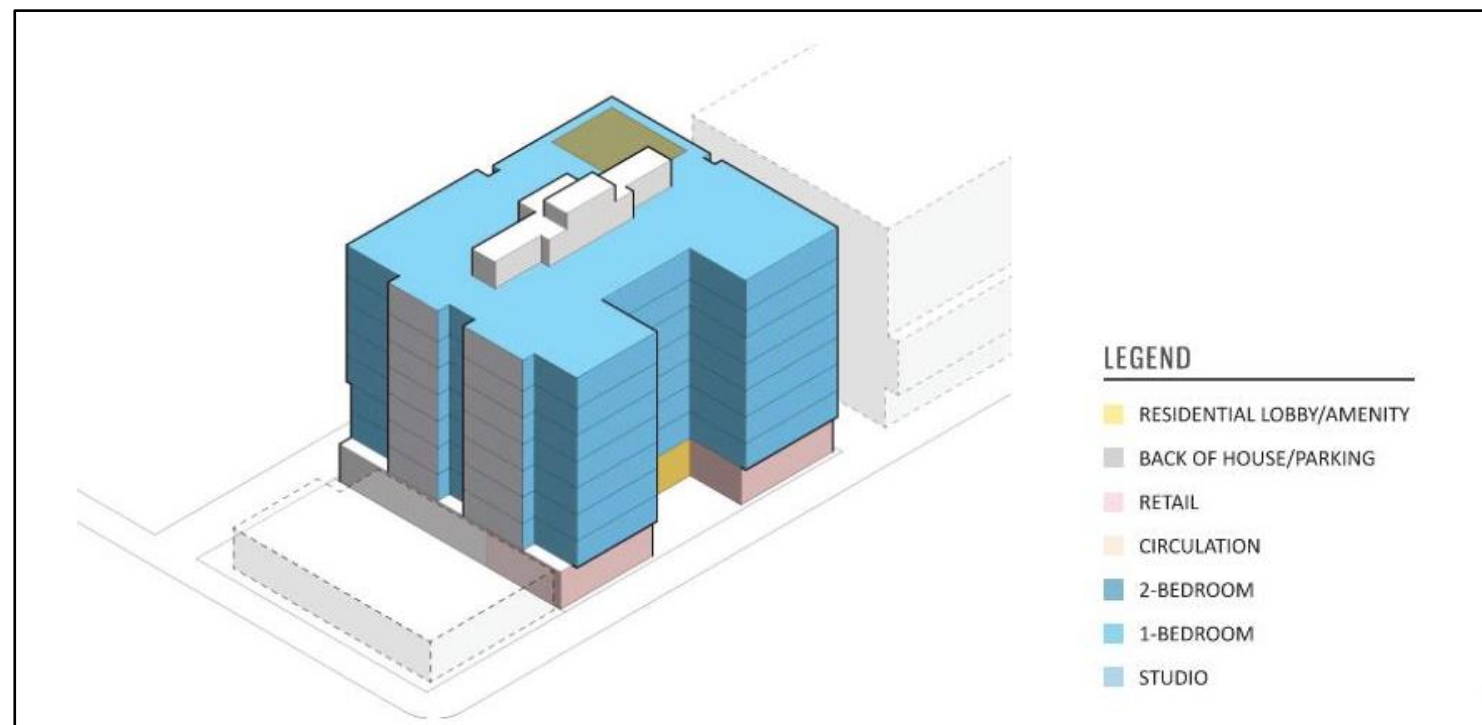
The plans are updated to reflect Concept Design Review guidance.

### Required

- Pre-Application Conference
- Concept Design Review
- Final Design Review



**Figure F.1**



**Figure F.2**

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# F. Architectural Massing Concepts

The massing concept drawings illustrate the proposed structures' bulk and scale relative to its surroundings. Drawings incorporate elements such as conceptual floor plans differentiating uses, significant site features, pedestrian and vehicular circulation and points of access, open spaces, and other information that helps show the applicant's design thinking process and how it responds to the context and UDPR design guidelines.

### **Preliminary/Conceptual massing drawings**

The drawings present a simplified 3-dimensional depiction of the proposal within its context. The primary purpose of these drawings is to illustrate how the building's massing, including any building modulation, appears from a number of perspectives. Interior and exterior uses are also indicated. See Figures F.1 – F.5

### Pre-Application Conference & Concept Design Review

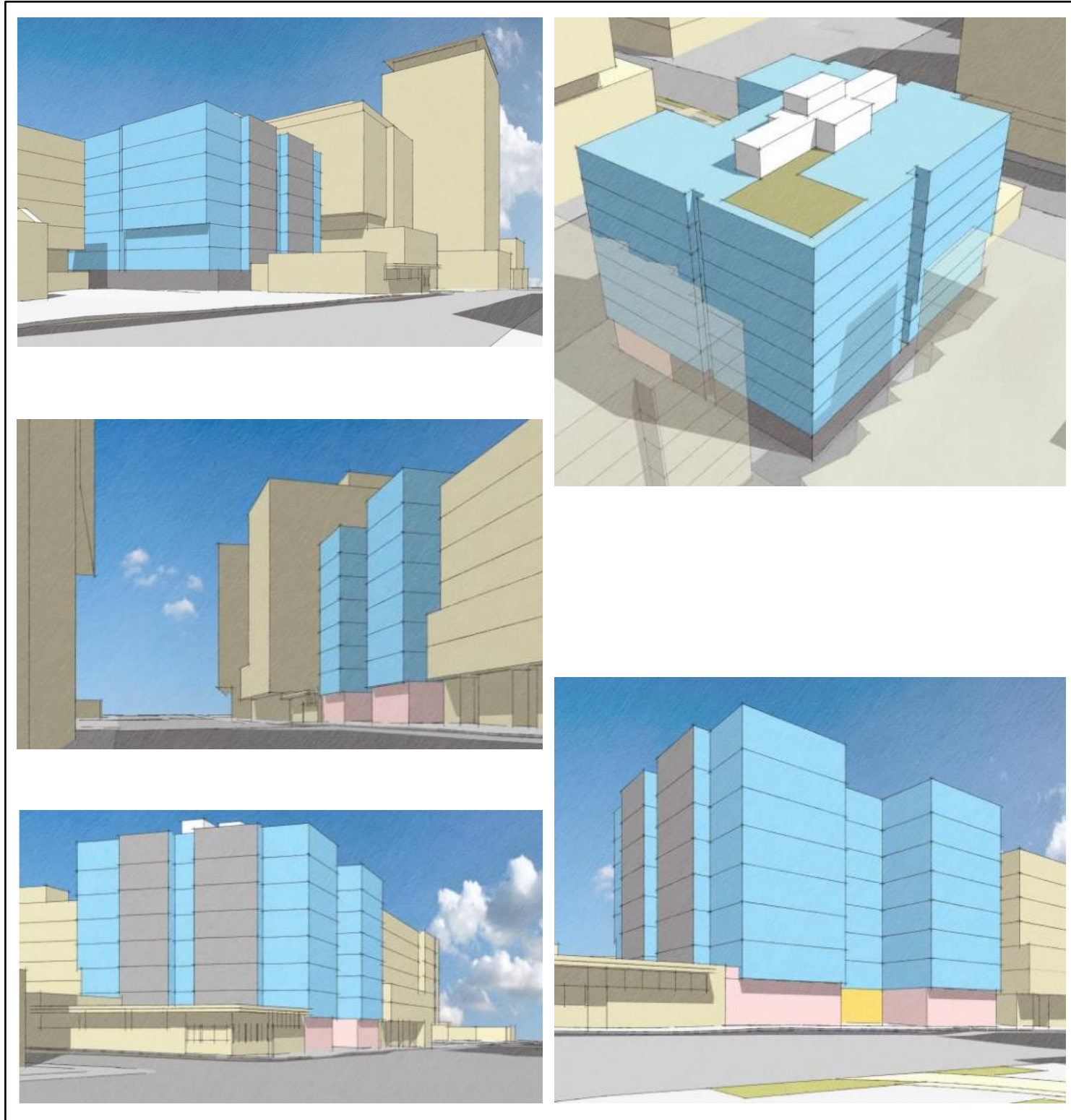
If departures that affect building massing are proposed, a drawing depicting a code compliant development is included along with the applicant's preferred concept. If the proposal may impact a nearby public park or similar space a sun/shadow graphical analysis is included as well.

### Final Design Review

The plans are updated to reflect Concept Design Review guidance.

### Required

- Pre-Application Conference
- Concept Design Review
- Final Design Review



**Figure F.3**

The images included in this Guide were not developed in response to UDPR application requirements and therefore information in this Guide does not substitute or fully represent applicable UDPR Application Submittal checklist requirements.

# F. Architectural Massing Concepts

The massing concept drawings illustrate the proposed structures' bulk and scale relative to its surroundings. Drawings incorporate elements such as conceptual floor plans differentiating uses, significant site features, pedestrian and vehicular circulation and points of access, open spaces, and other information that helps show the applicant's design thinking process and how it responds to the context and UDPR design guidelines.

### **Preliminary/Conceptual massing drawings**

The drawings present a simplified 3-dimensional depiction of the proposal within its context. The primary purpose of these drawings is to illustrate how the building's massing, including any building modulation, appears from a number of perspectives. Interior and exterior uses are also indicated. See Figures F.1 – F.5

### Pre-Application Conference & Concept Design Review

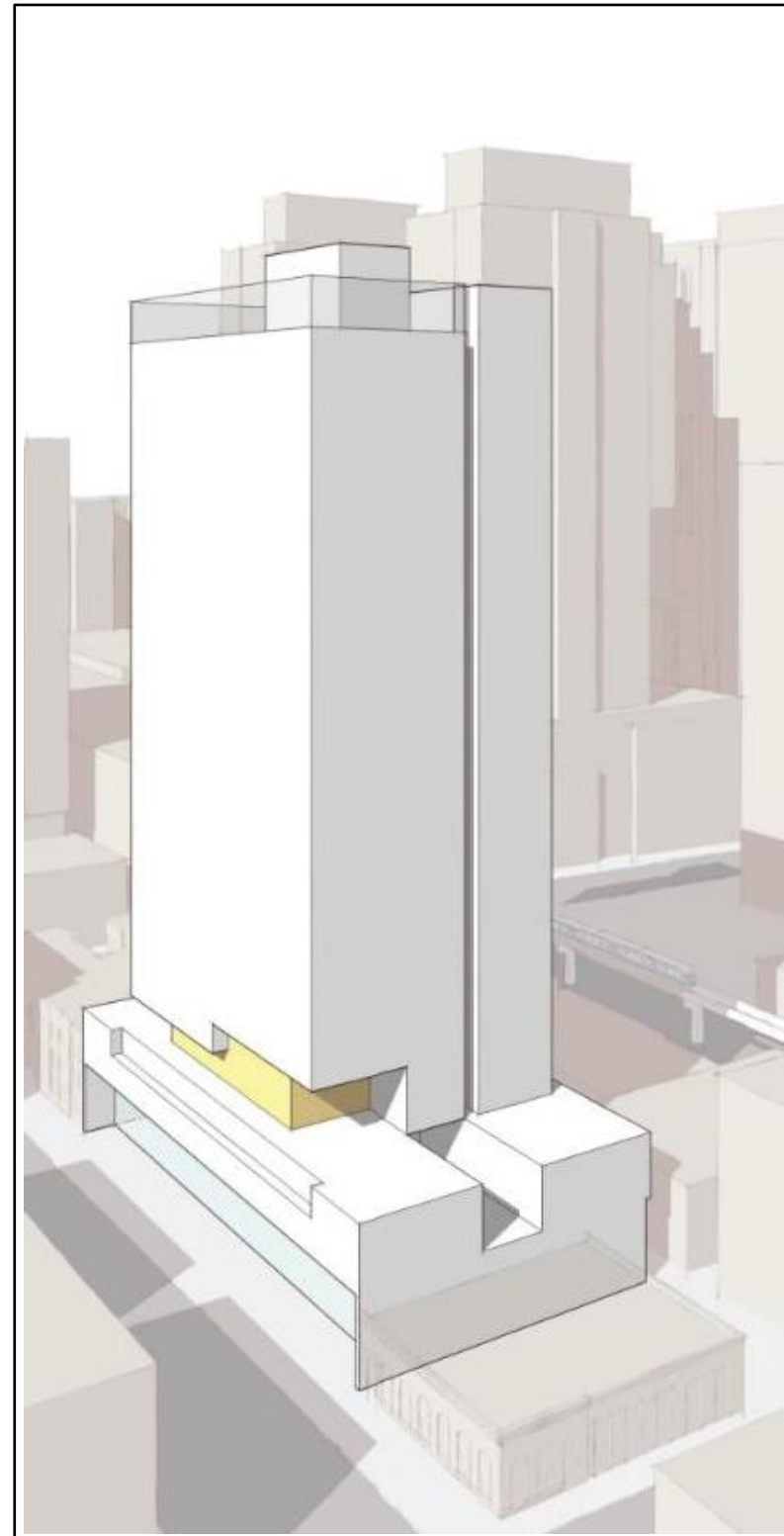
If departures that affect building massing are proposed, a drawing depicting a code compliant development is included along with the applicant's preferred concept. If the proposal may impact a nearby public park or similar space a sun/shadow graphical analysis is included as well.

### Final Design Review

The plans are updated to reflect Concept Design Review guidance.

### Required

- Pre-Application Conference
- Concept Design Review
- Final Design Review



**Figure F.4**

The images included in this Guide were not developed in response to UDPR application requirements and therefore information in this Guide does not substitute or fully represent applicable UDPR Application Submittal checklist requirements.

# F. Architectural Massing Concepts

The massing concept drawings illustrate the proposed structures' bulk and scale relative to its surroundings. Drawings incorporate elements such as conceptual floor plans differentiating uses, significant site features, pedestrian and vehicular circulation and points of access, open spaces, and other information that helps show the applicant's design thinking process and how it responds to the context and UDPR design guidelines.

### Final massing drawings

The final massing drawings include greater architectural detail, including features such as awnings, balconies, and material changes. Figure F.5 shows the progression of massing concepts from preliminary to conceptual and final.

### Pre-Application Conference & Concept Design Review

If departures that affect building massing are proposed, a drawing depicting a code compliant development is included along with the applicant's preferred concept. If the proposal may impact a nearby public park or similar space a sun/shadow graphical analysis is included as well.

### Final Design Review

The plans are updated to reflect Concept Design Review guidance.

### Required

- Pre-Application Conference
- Concept Design Review
- Final Design Review



Figure F.5

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# G. Site Sections

At least one section drawing through the building's primary space (such as a main entrance, common amenity area, or large tenant spaces) that illustrates the building's relationship to adjacent structures and right-of-way improvements is provided. Additional section drawings are provided for each abutting right-of-way and any significant grade changes not incorporated in another drawing.

### Conceptual site section

See Figure G.1

### Final Design Review

The plans are updated to reflect Concept Design Review guidance.

### Required

- Concept Design Review
- Final Design Review

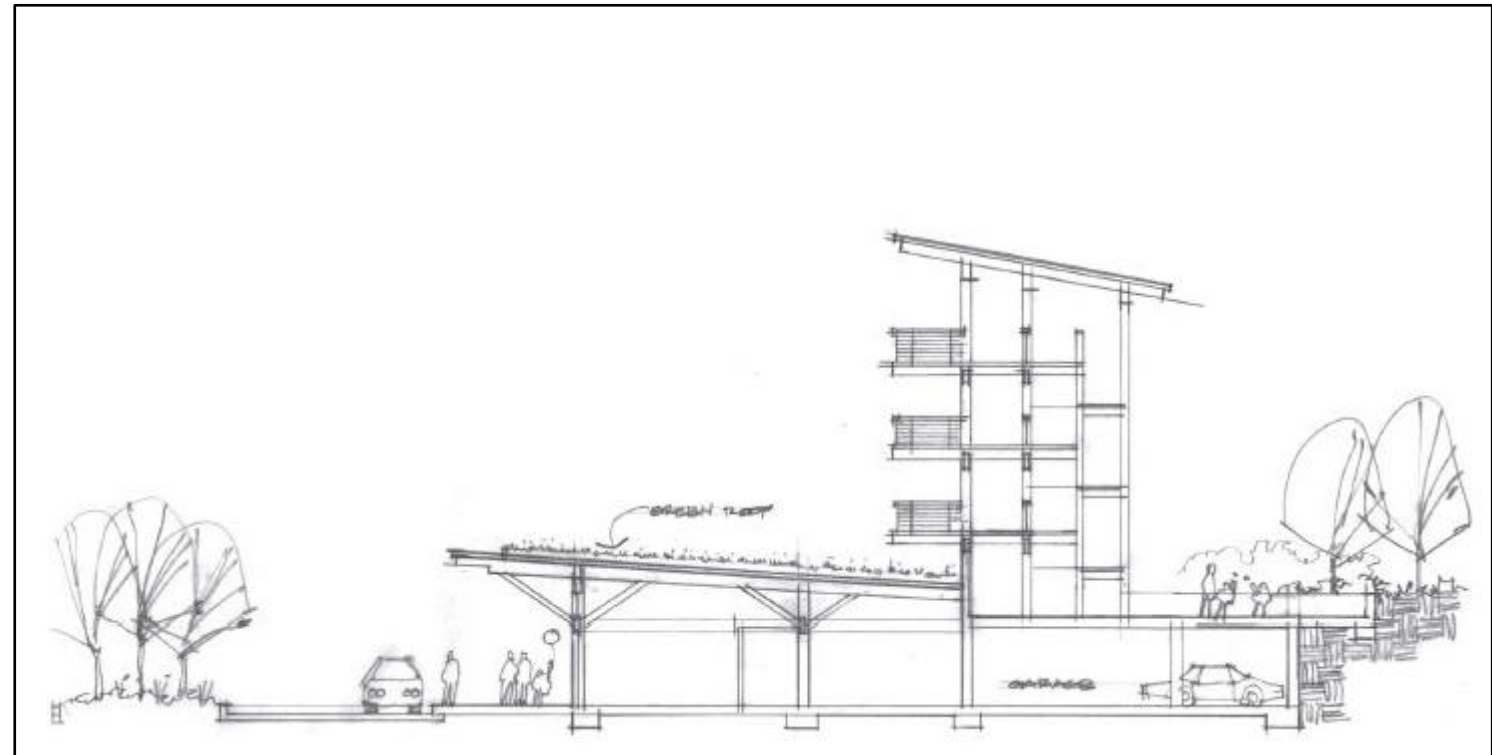


Figure G.1

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# G. Site Sections

At least one section drawing through the building's primary space (such as a main entrance, common amenity area, or large tenant spaces) that illustrates the building's relationship to adjacent structures and right-of-way improvements is provided. Additional section drawings are provided for each abutting right-of-way and any significant grade changes not incorporated in another drawing.

**Final site sections**  
See Figures G.2 – G.3.

**Final Design Review**  
The plans are updated to reflect Concept Design Review guidance.

- Required**
- Concept Design Review
  - Final Design Review

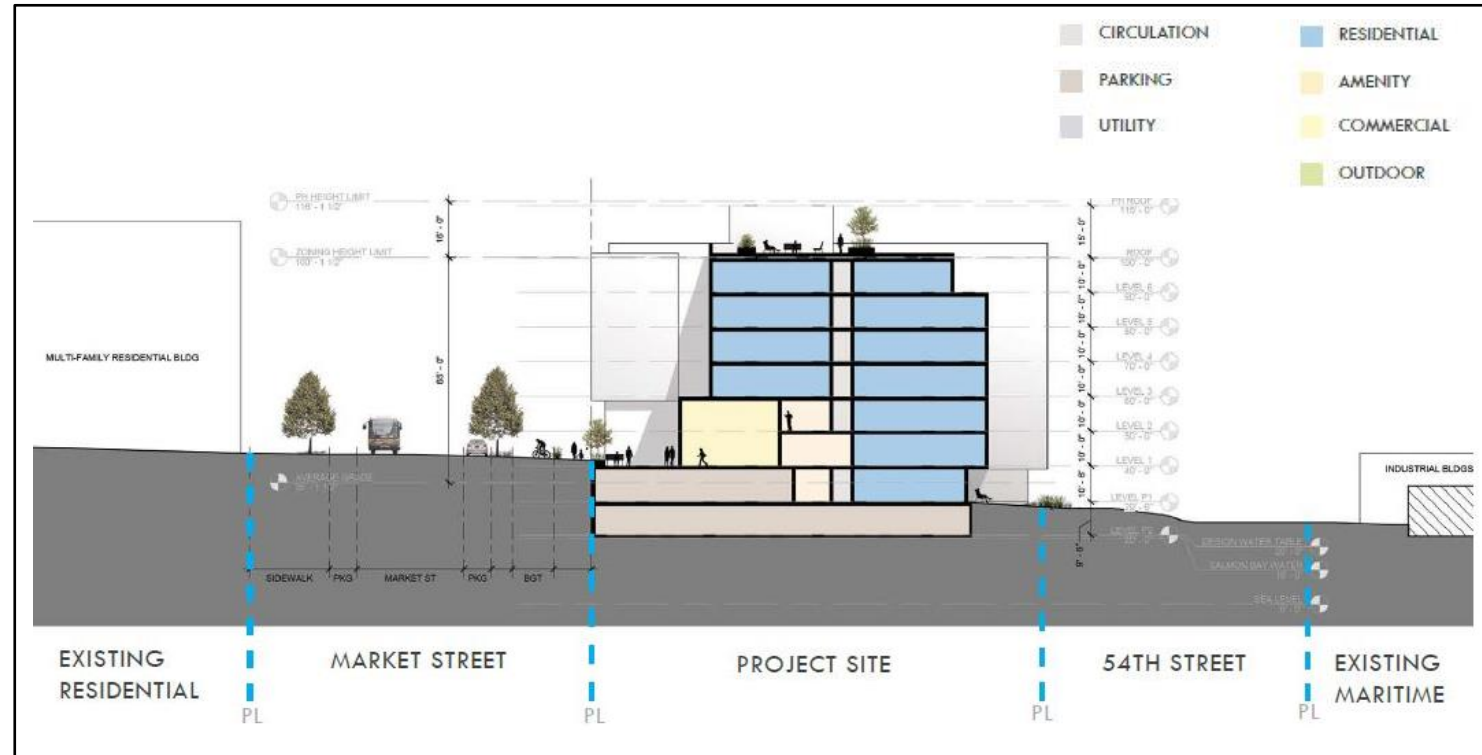


Figure G.2

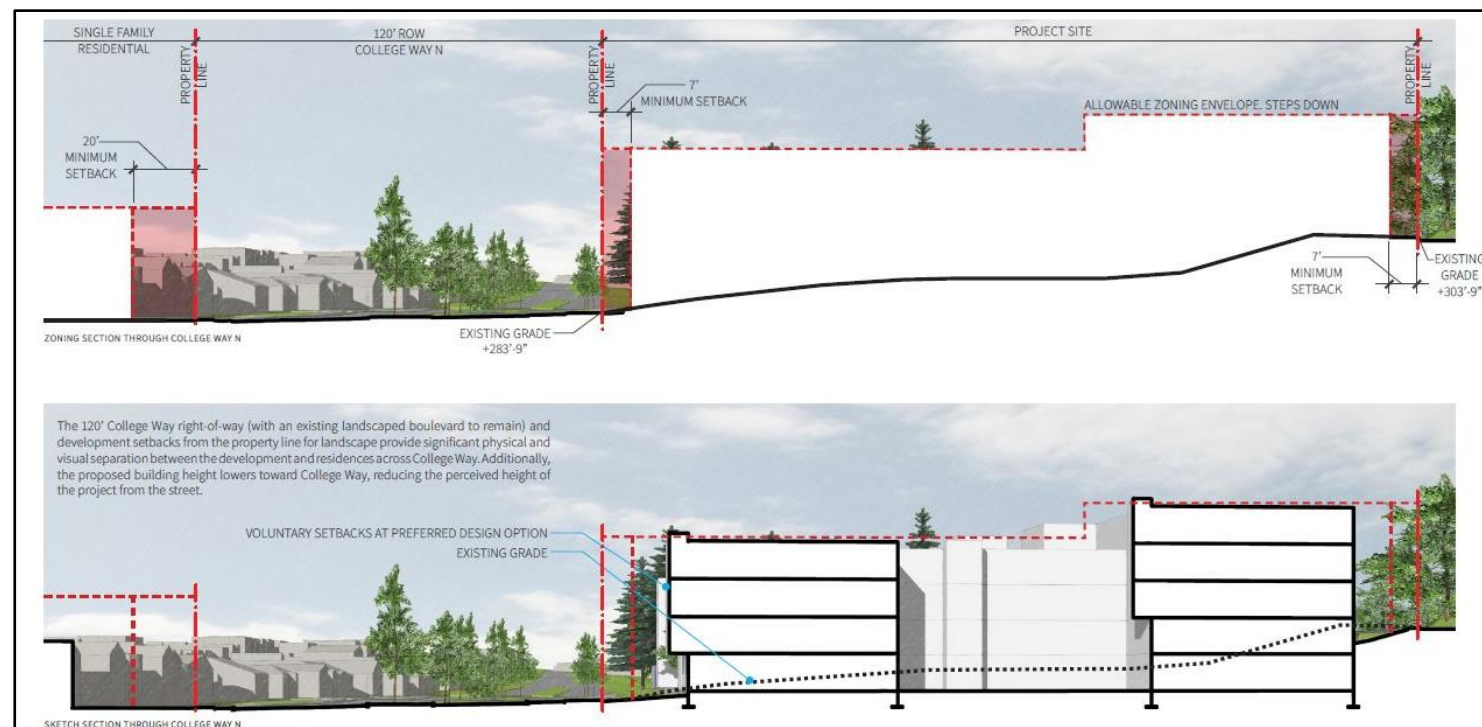


Figure G.3

The images included in this Guide were not developed in response to UDPR application requirements and therefore information in this Guide does not substitute or fully represent applicable UDPR Application Submittal checklist requirements.

# H. Landscape Plan

This plan includes the proposed development with varying details of landscaping. The drawing includes typical elements of the site plan like building footprint(s), circulation, and outdoor amenity and open spaces with the addition of landscaping material and other site elements such as furniture. Any retained vegetation, including trees, are also indicated.

### Conceptual landscape plans

See Figures H.1 and H.2

### Concept Design Review

Concept designs, sample images, or inspiration photos for hardscape and any unique site elements are included.

### Final Design Review

The plan is updated to reflect Concept Design Review guidance and additional details are provided demonstrating a progression of the proposal's design. If warranted by complexity of grades, include a detailed grading plan to show the relationship between the building floor levels and uses with site grades and any retained tree Critical Root Zones (CRZs).

### Required

- Concept Design Review
- Final Design Review

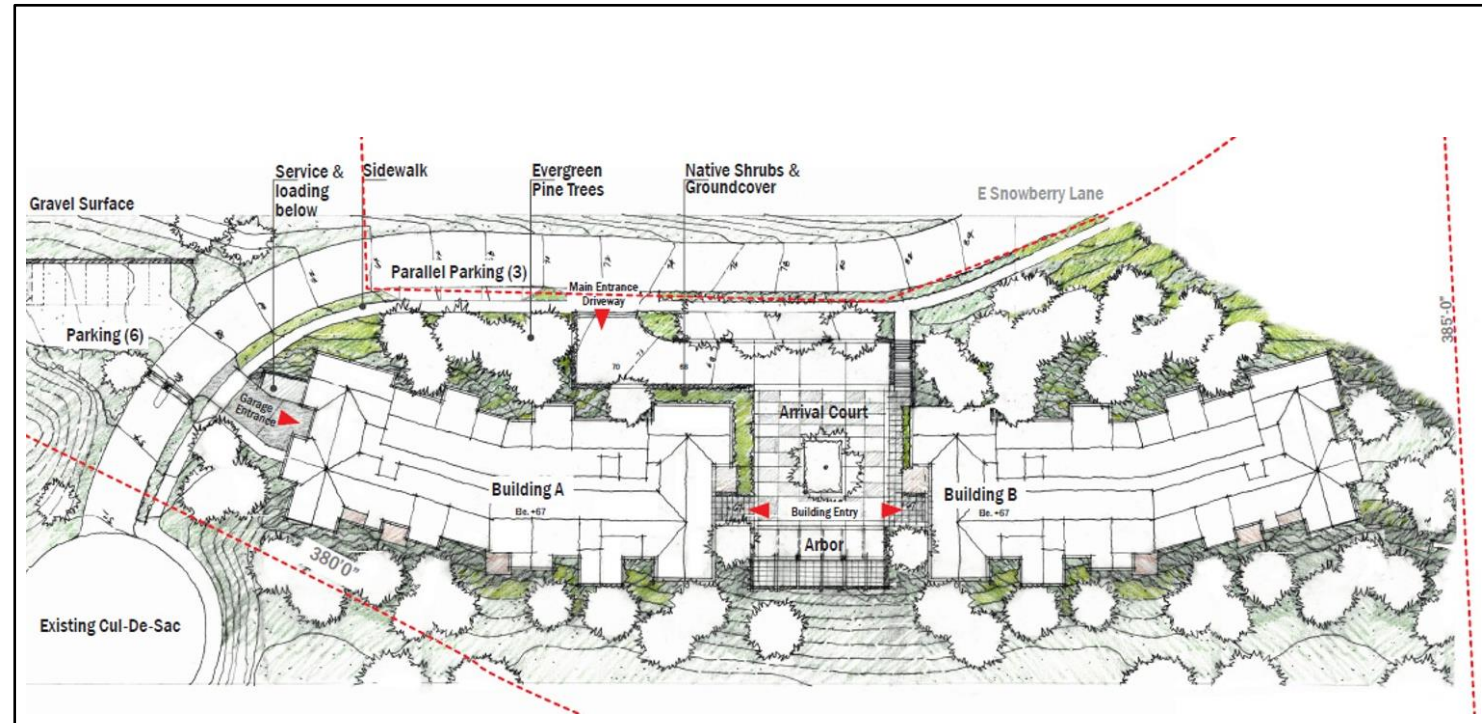


Figure H.1



Figure H.2

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# H. Landscape Plan

This plan includes the proposed development with varying details of landscaping. The drawing includes typical elements of the site plan like building footprint(s), circulation, and outdoor amenity and open spaces with the addition of landscaping material and other site elements such as furniture. Any retained vegetation, including trees, are also indicated. Concept designs, sample images, or inspiration photos for hardscape and any unique site elements are included.

### Conceptual landscape plan

Focal point concept and inspiration photos – Figure H.3

### Final landscape plan

Figure H.4

### Final Design Review

The plan is updated to reflect Concept Design Review guidance and additional details are provided demonstrating a progression of the proposal's design. If warranted by complexity of grades, include a detailed grading plan to show the relationship between the building floor levels and uses with site grades and any retained tree Critical Root Zones (CRZs).

### Required

- Concept Design Review
- Final Design Review



Figure H.3

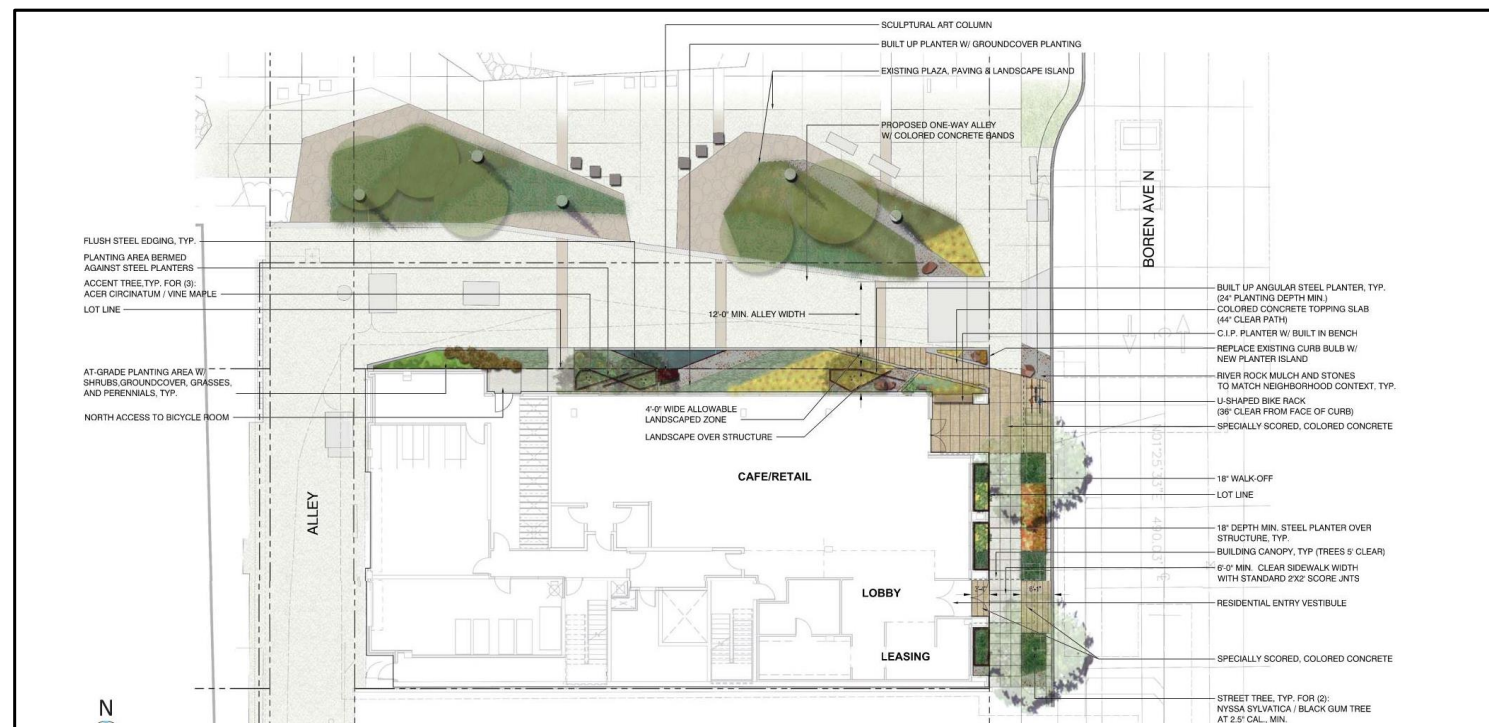


Figure H.4

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# H. Landscape Plan

This plan includes the proposed development with varying details of landscaping. The drawing includes typical elements of the site plan like building footprint(s), circulation, and outdoor amenity and open spaces with the addition of landscaping material and other site elements such as furniture. Any retained vegetation, including trees, are also indicated. Concept designs, sample images, or inspiration photos for hardscape and any unique site elements are included.

### Final landscape plan

Inspiration and hardscape material selection photos – Figure H.5

Plant palette w/ common and botanical names – Figure H.6

### Final Design Review

The plan is updated to reflect Concept Design Review guidance and additional details are provided demonstrating a progression of the proposal's design. If warranted by complexity of grades, include a detailed grading plan to show the relationship between the building floor levels and uses with site grades and any retained tree Critical Root Zones (CRZs).

### Required

- Concept Design Review
- Final Design Review

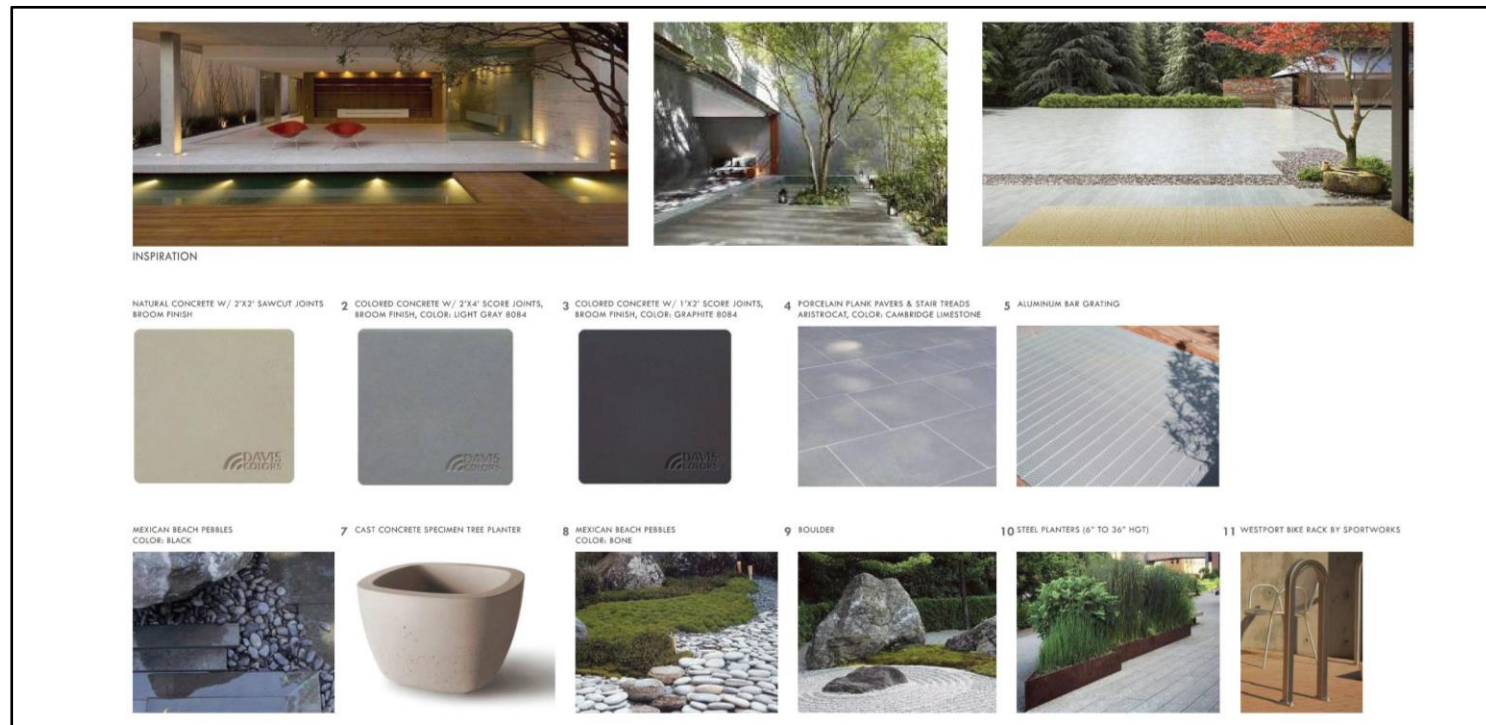


Figure H.5

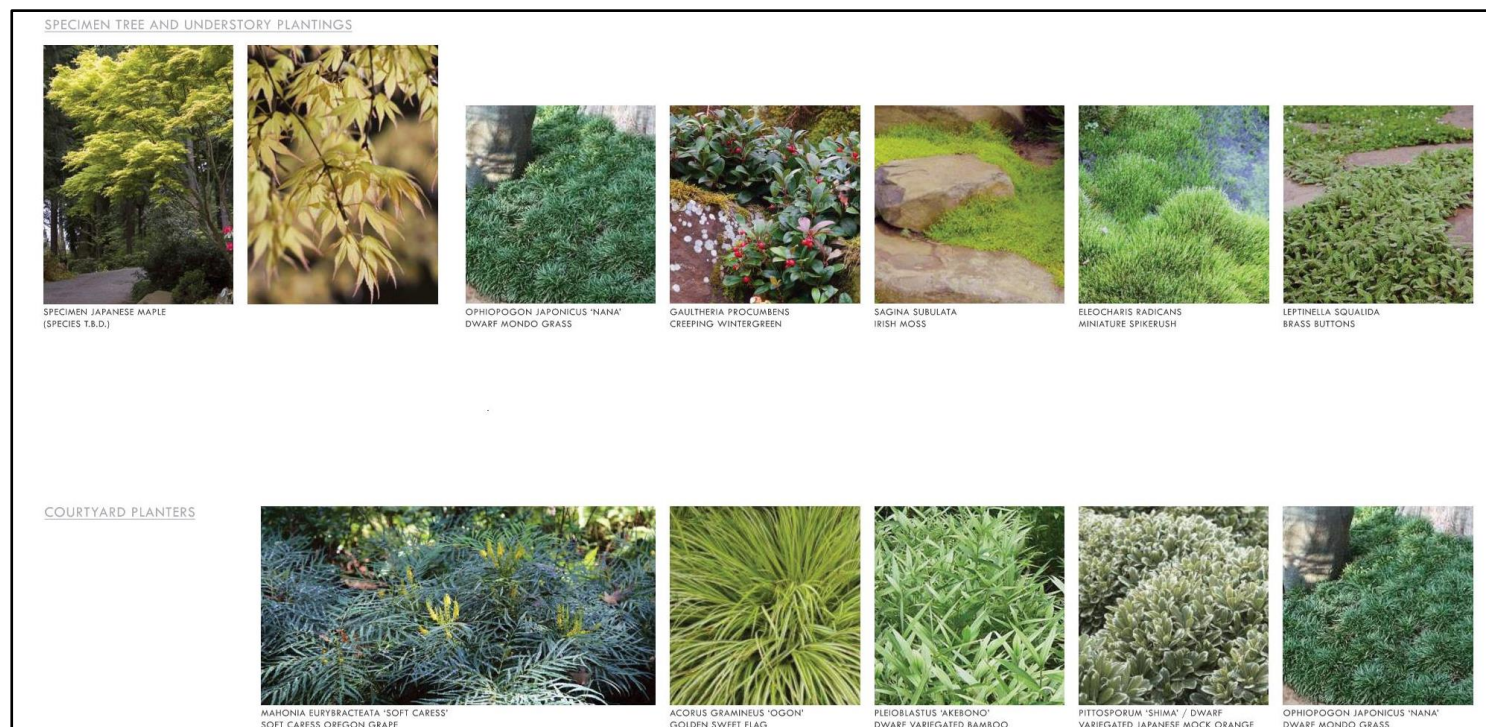


Figure H.6

The images included in this Guide were not developed in response to UDPR application requirements and therefore information in this Guide does not substitute or fully represent applicable UDPR Application Submittal checklist requirements.

# I. Building Elevations

Elevation drawings for all sides of proposed buildings are included. These drawings depict the proposal's architectural design including door and window patterns, approach to weather protection, exterior lighting, and materials.

## Conceptual building elevations

Hand-drawn or computer generated materials are acceptable. See Figures I.1 – I.2.

## Final Design Review

The plans are updated to reflect Concept Design Review guidance and additional details such as materials textures and colors, and shadows from modulation are included. When privacy impacts to neighbors are a concern, fenestration plans of the facing elevations are included and demonstrate that direct views between the buildings are minimized.

## Required

- Concept Design Review
- Final Design Review

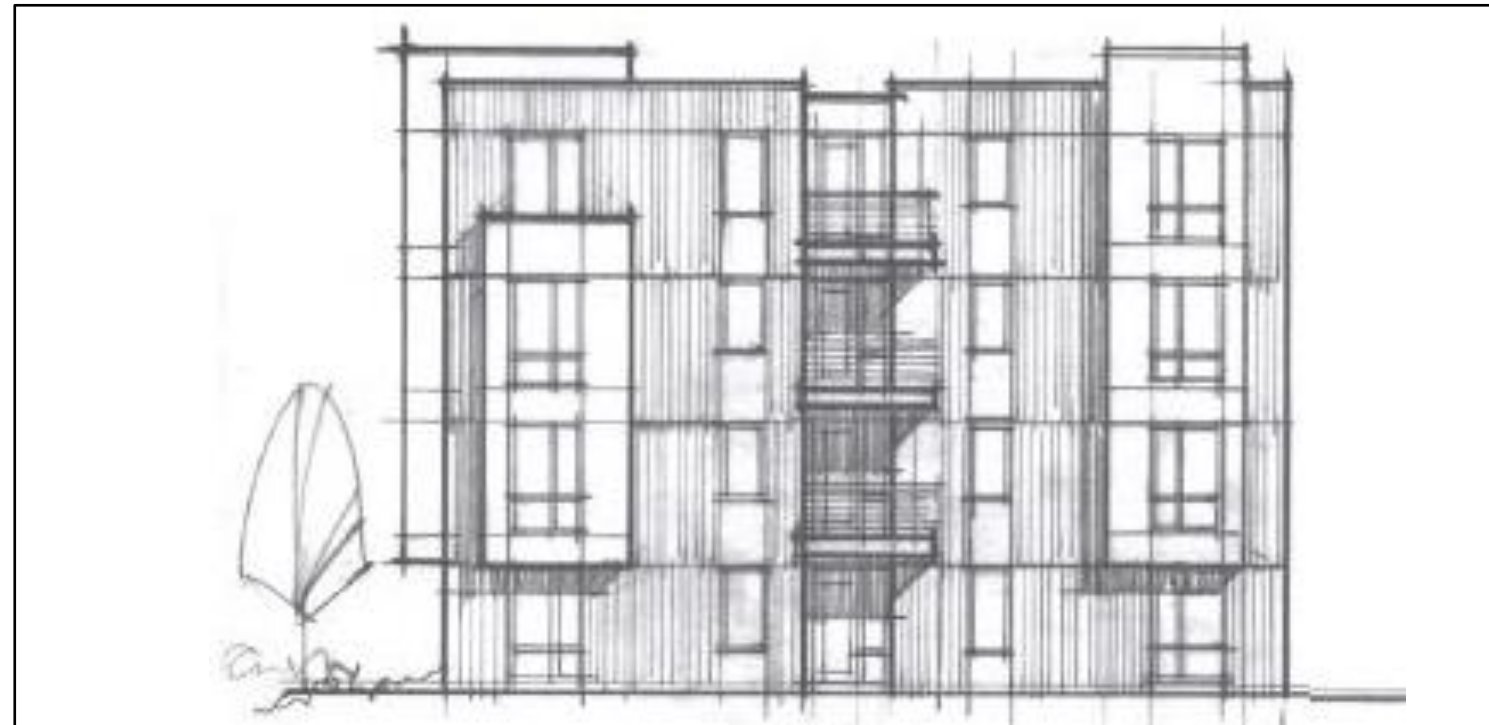


Figure I.1

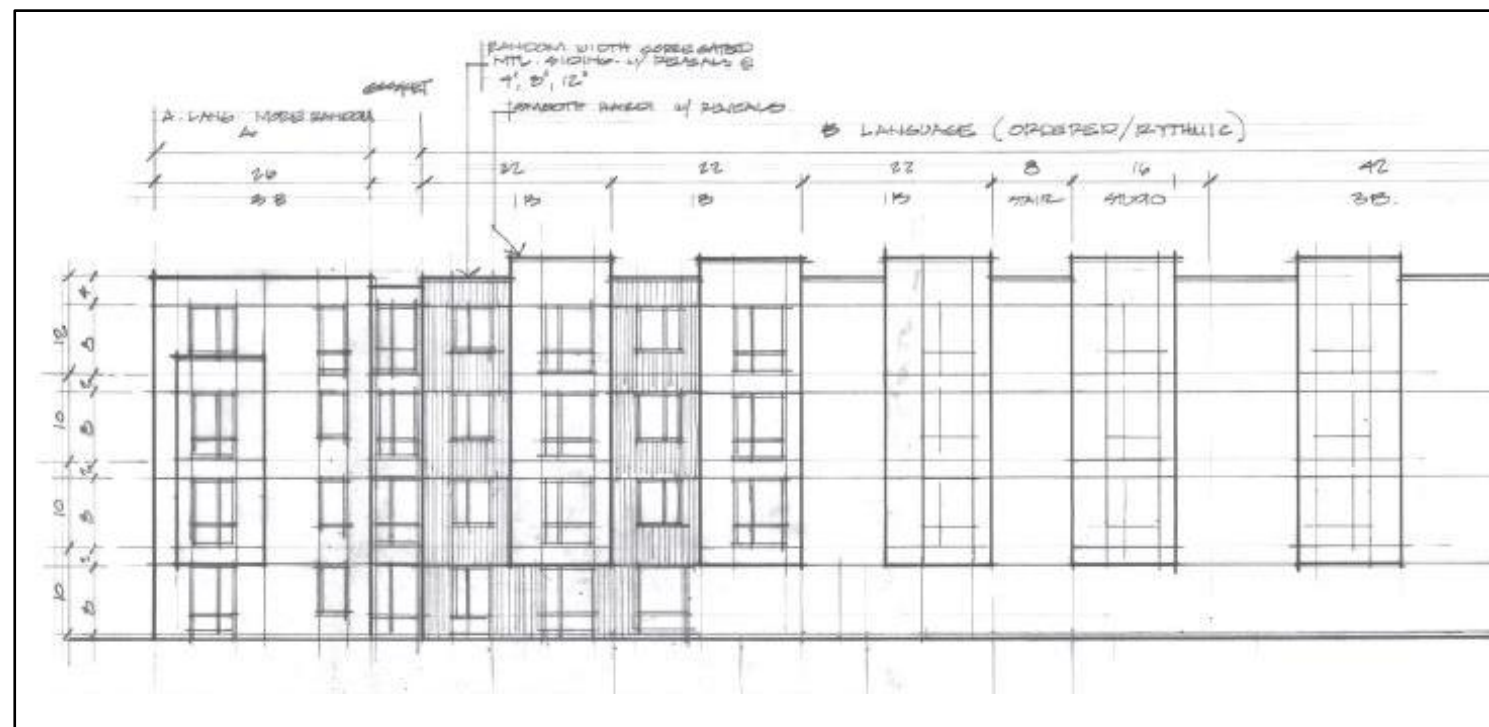


Figure I.2

The images included in this Guide were not developed in response to UDPR application requirements and therefore information in this Guide does not substitute or fully represent applicable UDPR Application Submittal checklist requirements.

# I. Building Elevations

Elevation drawings for all sides of proposed buildings are included. These drawings depict the proposal's architectural design including door and window patterns, approach to weather protection, exterior lighting, and materials.

### Final building elevations

A drawing comparing the proposed window arrangement with those of an abutting building is included when potential privacy impacts are a concern. See Figure I.3.

Material color and call-outs are included. See Figure I.4.

### Final Design Review

The plans are updated to reflect Concept Design Review guidance and additional details such as materials textures and colors, and shadows from modulation are included. When privacy impacts to neighbors are a concern, fenestration plans of the facing elevations are included and demonstrate that direct views between the buildings are minimized.

### Required

- Concept Design Review
- Final Design Review

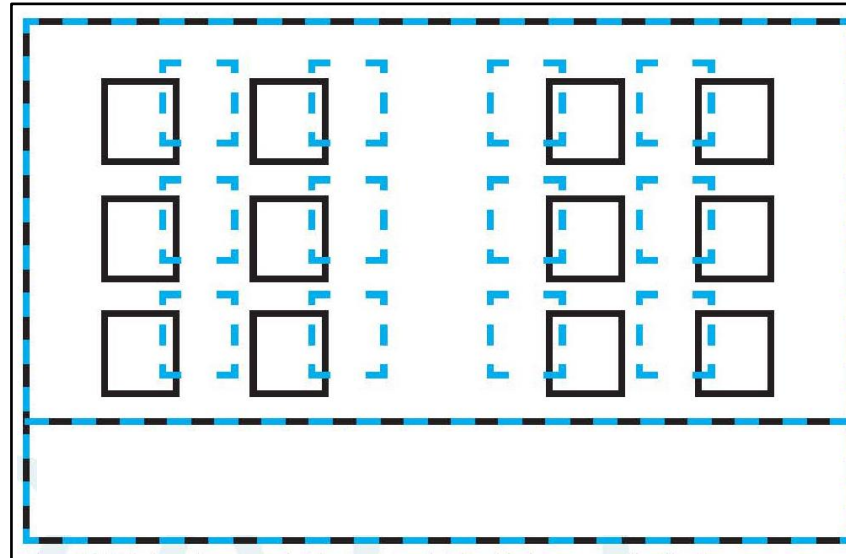


Figure I.3



Figure I.4

The images included in this Guide were not developed in response to UDPR application requirements and therefore information in this Guide does not substitute or fully represent applicable UDPR Application Submittal checklist requirements.

# J. Renderings

Three-dimensional illustrations of the proposal are a key resource to demonstrate the proposal's design concept and its consistency with related UDPR design objectives.

### Conceptual renderings

A series of drawings from varying angles and perspectives, including eye-level, elevated, and aerial. See Figures J.1 – J.6.

### Final Design Review

The plans are updated to reflect Concept Design Review guidance and additional details are included. Eye-level perspective drawings from two opposite street locations and one rendering depicting the entire project within the surrounding context are included.

### Required

- Concept Design Review
- Final Design Review



Figure J.1



Figure J.2



Figure J.3

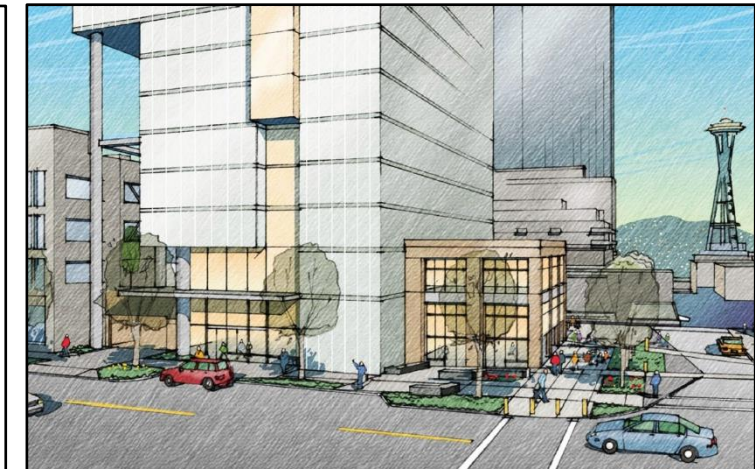


Figure J.4

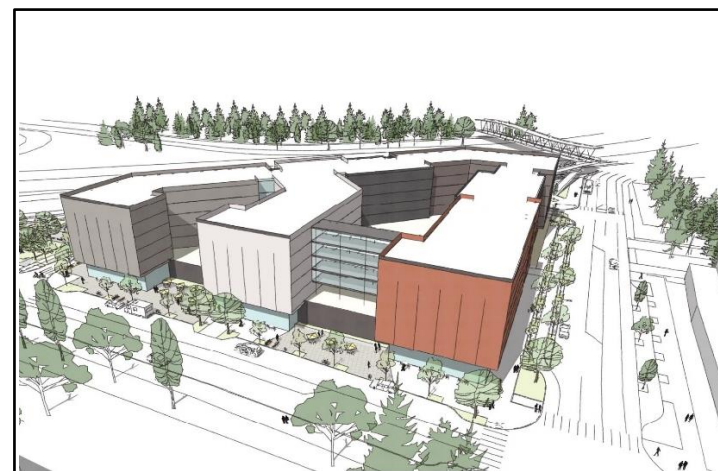


Figure J.5



Figure J.6

The images included in this Guide were not developed in response to UDPR application requirements and therefore information in this Guide does not substitute or fully represent applicable UDPR Application Submittal checklist requirements.



# J. Renderings

Three-dimensional illustrations of the proposal are a key resource to demonstrate the proposal's design concept and its consistency with related UDPR design objectives.

### Final renderings

Drawings are further developed with added detail. Renderings include at least two eye-level perspectives and one aerial depicting the project site with accurate depiction of the surrounding area, including existing buildings and public improvements. See Figures J.7 – J.12.

### Final Design Review

The plans are updated to reflect Concept Design Review guidance and additional details are included. Eye-level perspective drawings from two opposite street locations and one rendering depicting the entire project within the surrounding context are included.

### Required

- Concept Design Review
- Final Design Review



Figure J.7



Figure J.8



Figure J.9

The images included in this Guide were not developed in response to UDPR application requirements and therefore information in this Guide does not substitute or fully represent applicable UDPR Application Submittal checklist requirements.

# J. Renderings

Three-dimensional illustrations of the proposal are a key resource to demonstrate the proposal's design concept and its consistency with related UDPR design objectives.

### Final renderings

Drawings are further developed with added detail. Renderings include at least two eye-level perspectives and one aerial depicting the project site with accurate depiction of the surrounding area, including existing buildings and public improvements. See Figures J.7 – J.12.

### Final Design Review

The plans are updated to reflect Concept Design Review guidance and additional details are included. Eye-level perspective drawings from two opposite street locations and one rendering depicting the entire project within the surrounding context are included.

### Required

- Concept Design Review
- Final Design Review



Figure J.10



Figure J.11



Figure J.12

The images included in this Guide were not developed in response to UDPR application requirements and therefore information in this Guide does not substitute or fully represent applicable UDPR Application Submittal checklist requirements.

# K. Materials and Color Palette

Material images and descriptive color details that correspond to building elevation callouts are provided.

Materials and color selections are referenced on building elevations. See Figures K.1 and K.2.

### Concept Design Review

Physical samples of important and unique materials are presented at the Urban Design Board meeting.

### Required

- Concept Design Review
- Final Design Review

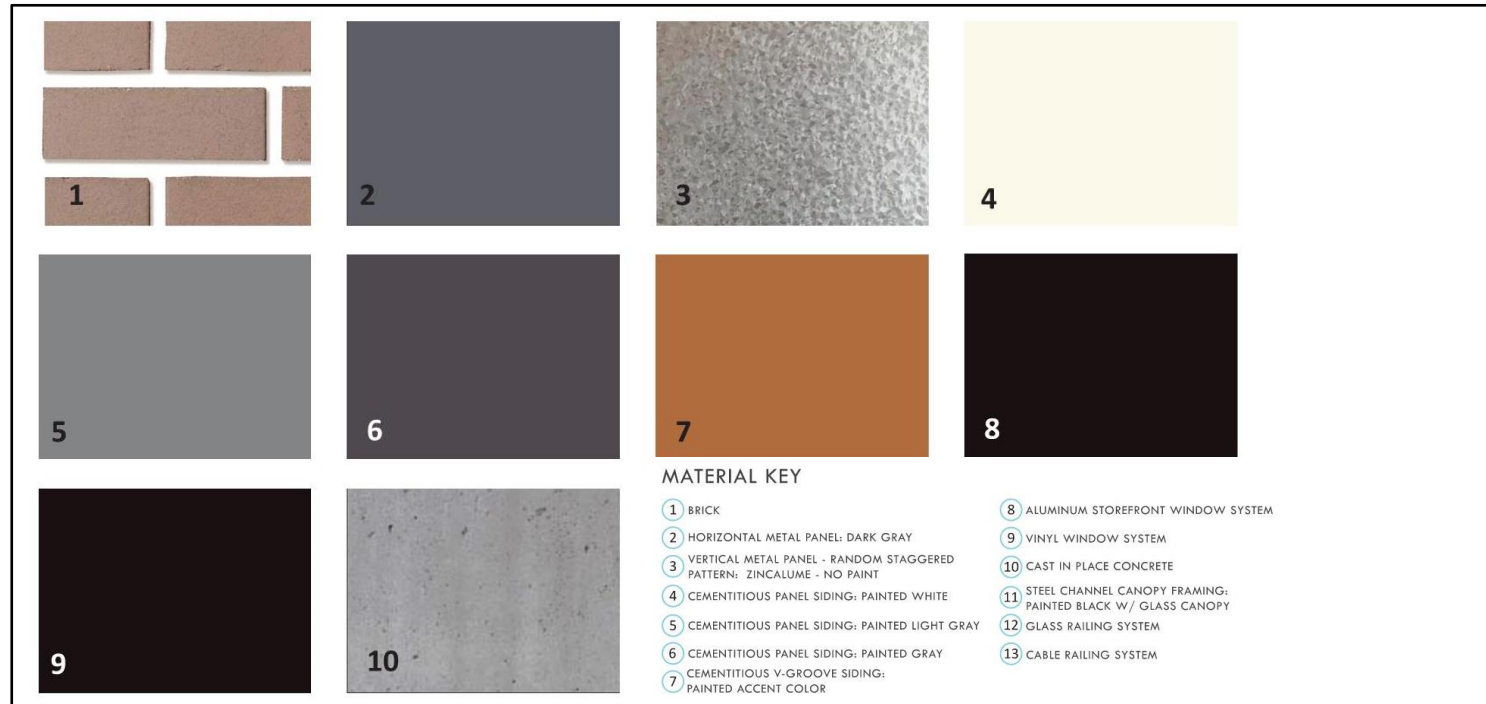


Figure K.1

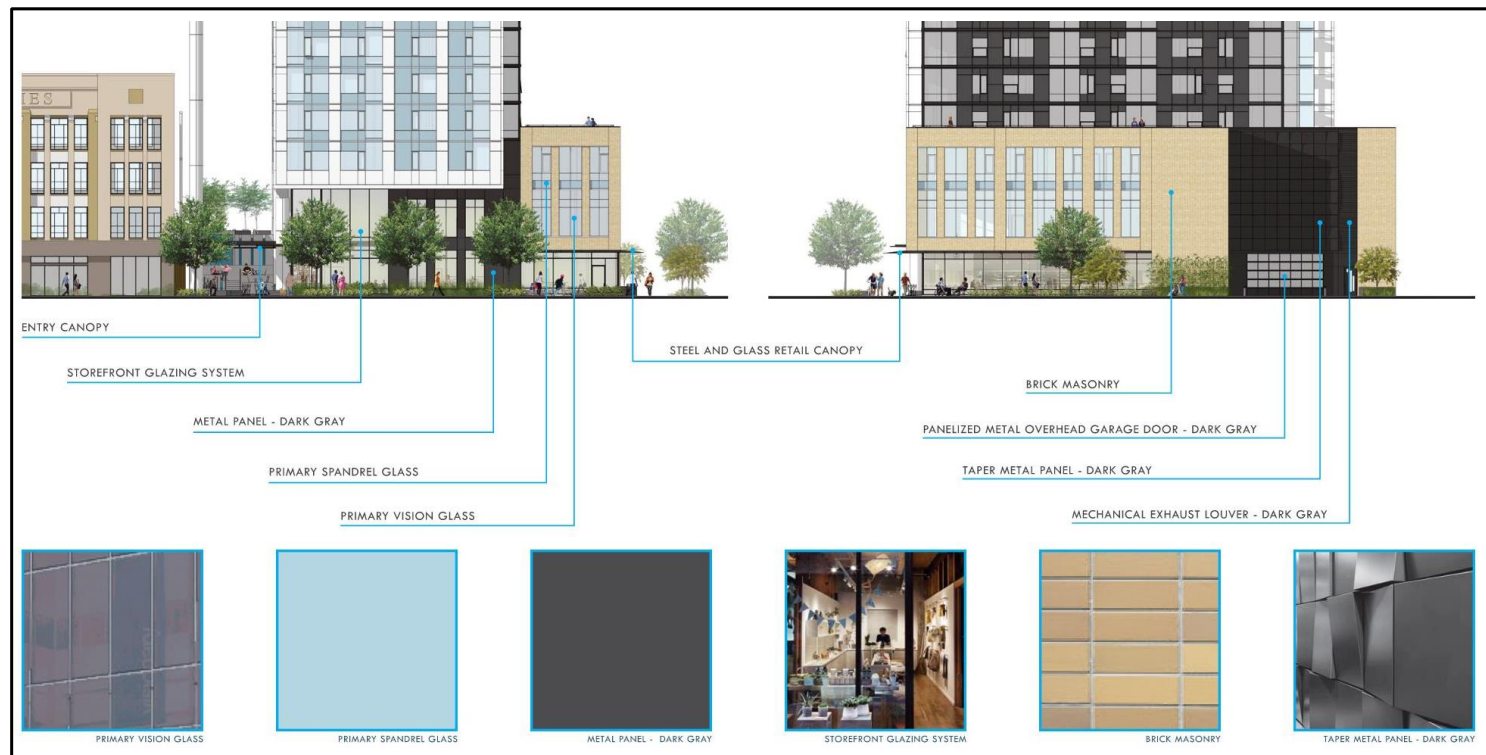


Figure K.2

The images included in this Guide were not developed in response to UDPR application requirements and therefore information in this Guide does not substitute or fully represent applicable UDPR Application Submittal checklist requirements.

# L. Building Sections

Building section drawings include interior and exterior uses, grade and floor-to-floor height dimensions, grade lines, and any adjacent building facades.

See Figure L.1.

### Final Design Review

The plans are updated to reflect Concept Design Review guidance.

### Required

- Concept Design Review
- Final Design Review



Figure L.1

The images included in this Guide were not developed in response to UDPR application requirements and therefore information in this Guide does not substitute or fully represent applicable UDPR Application Submittal checklist requirements.

# M. Exterior Lighting Plan

This plan includes proposed exterior lights locations and indicates the extent of light spillage.

See Figure M.1.

Required

- Final Design Review

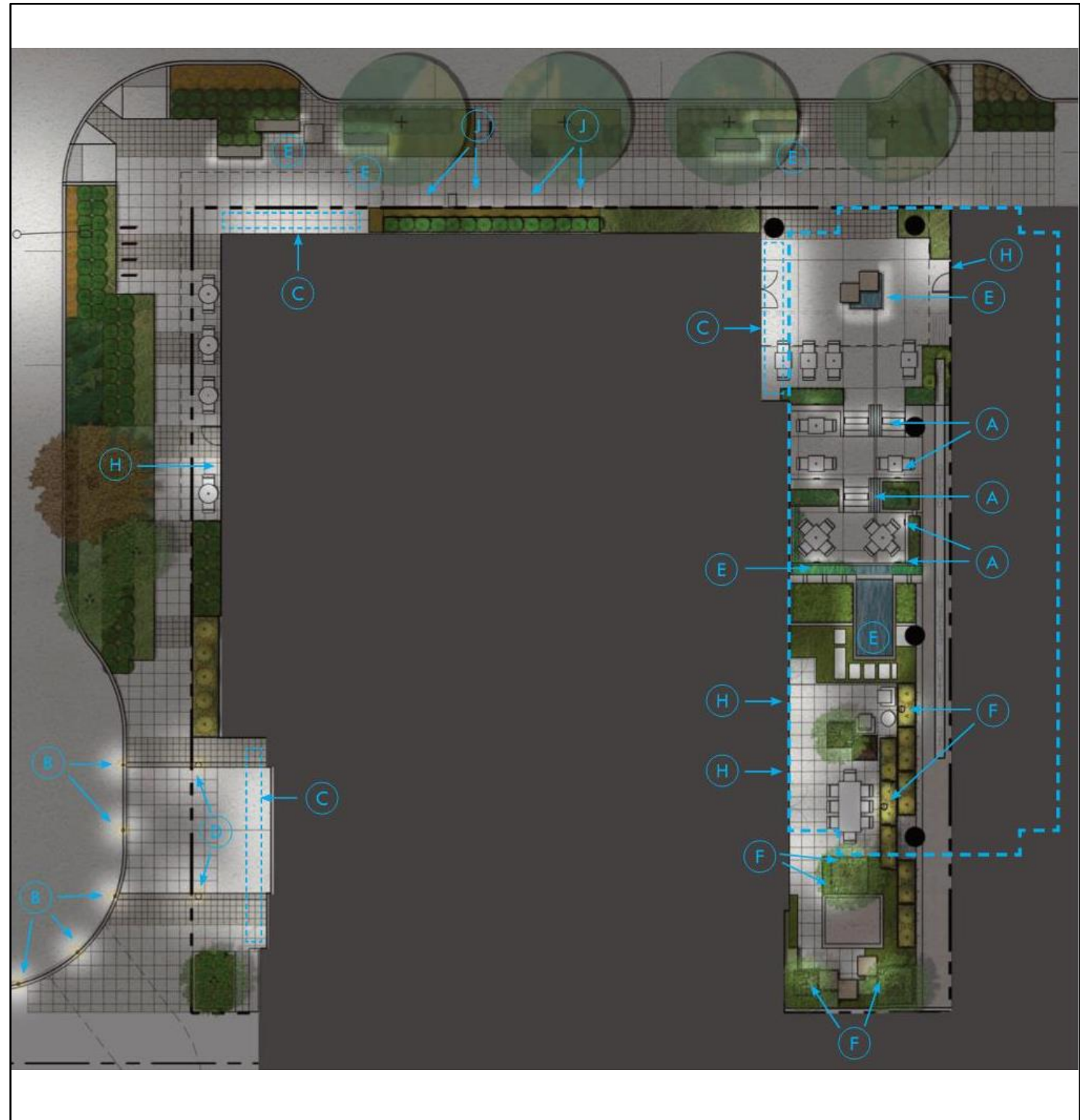


Figure M.1

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# M. Exterior Lighting Plan

This plan includes proposed exterior lights locations and indicates the extent of light spillage.

The plan is supplanted by fixture descriptions, images, and finishes. See Figure M.2.

Required

- Final Design Review

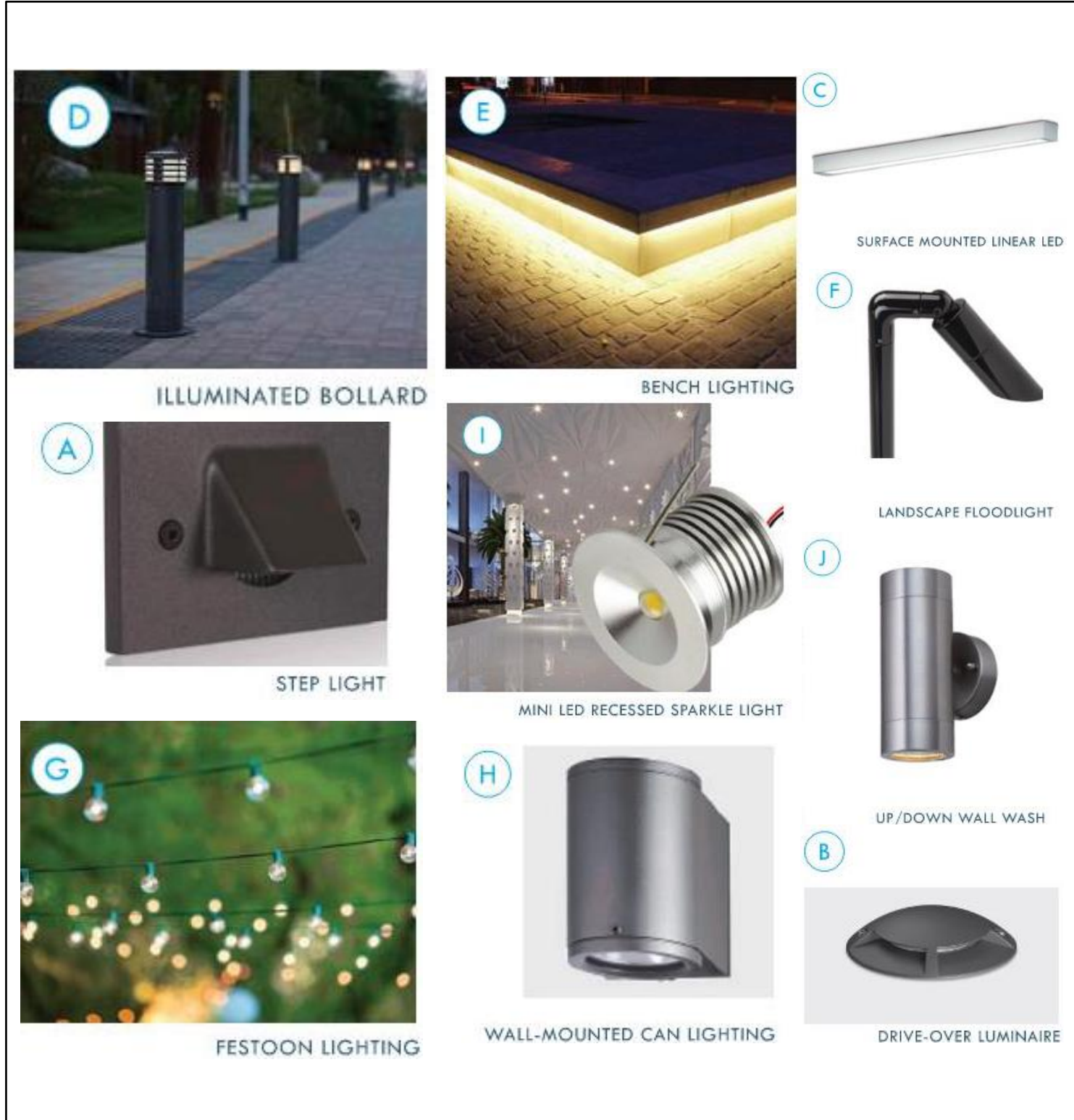


Figure M.2

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# N. Signage Plan

This plan indicates areas and locations of attached and detached signage.

See Figures N.1 and N.2.

If sign departures are included with the proposal, more information and detail about the project's signage is included than if departures are not included.

A preliminary signage management plan is optional but should be included if one is anticipated.

**Required**

- Final Design Review

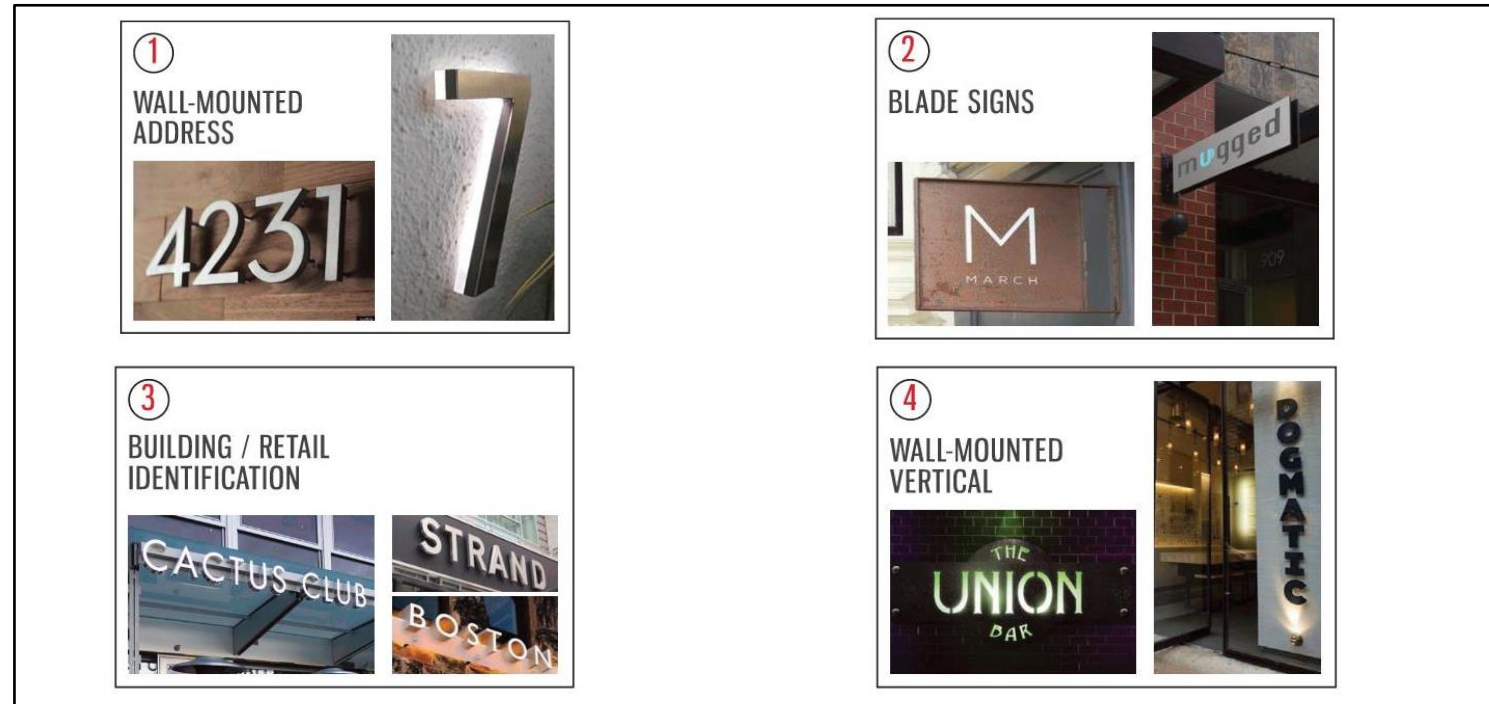


Figure N.1



Figure N.2

The images included in this Guide were not developed in response to UDPR application requirements and therefore information in this Guide does not substitute or fully represent applicable UDPR Application Submittal checklist requirements.

# O. Preliminary Site Development Plan

This presents a preliminary plan of site improvements including utilities, stormwater facilities, construction and clearing limits, easements, and off-site improvements. Floodplain and critical area information is also included if any are affected.

Required

- Final Design Review

[example forthcoming]

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