



LAND USE DESIGN REVIEW

COMMUNITY & ECONOMIC DEVELOPMENT

18204 59 Avenue NE • Arlington, WA 98223 • Main Line 360.403.3551

FOR AGENCY USE	Date:	File:	Fee: \$
DESIGN REVIEW TYPE			
Type of Design Review	<input type="checkbox"/> Administrative <input type="checkbox"/> Board	Required Submittals (Check All That Apply)	<input type="checkbox"/> Auxiliary Sheet (attached) <input type="checkbox"/> Design Guideline Compatibility Matrix (attached)
SITE INFORMATION			
Site Address (Use block # if no bldg. #)		Tax Parcel ID Number(s)	
Acreage & Square Footage Of Property		Zoning Classification	
		Use Classification No.	
	OWNER	APPLICANT	CONTACT
Name			
Full Address			
Phone Number			
E-mail			
Relationship of Applicant to Property (check one)	<input type="checkbox"/> Owner	<input type="checkbox"/> Contract Purchaser	<input type="checkbox"/> Lessee
			<input type="checkbox"/> Other: _____
	PROJECT ARCHITECT	PROJECT ENGINEER	PROJECT SURVEYOR
Name			
Full Address			
Phone Number			
E-mail			

AUXILIARY SHEET
ADMINISTRATIVE/BOARD
DESIGN REVIEW

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INSTRUCTIONS

Table I below is a checklist of items that must be submitted in association with your project for design review approval as indicated in the Submittal Matrix. Numbers in parenthesis equal the number of copies required.

Please use only paper clips and/or binder clips when assembling documents.

These materials must be submitted concurrently with all other required submittals as indicated in the Submittal Matrix.

Note: If Design Review is required as part of the approval process for your land use application, you only need to submit the items below that were not listed in the associated auxiliary sheet for your application. If your design review is not associated with a land use permit, all items below must be submitted.

TABLE I - CHECKLIST

- (1) CD-R with Individual PDFs of Each Item Listed Below ↓
- (1) Vicinity Map (8½" X 11")
- (1) Aerial Photo of Site (8½" X 11")
- (1) Written Narrative (Description of Proposal)
- (1) Color Board of Proposed Building Materials
- (1) Completed Design Guidelines Compatibility Matrix
- (1) Dumpster Details (including screening)
- (1) Lighting Cut Sheets & Lighting Details (typicals ok)

SITE PLANS (see Table II)

- (2) Full Size
- (2) 11" X 17"

LANDSCAPE PLANS, IF APPLICABLE (see Table II)

- (2) Full Size
- (2) 11" X 17"

ELEVATION DRAWINGS

- (2) Full Size
- (2) 11" X 17" (Color)
- (2) Three-Dimensional Color Rendering (Design Review Board Only)

TABLE II –PLAN SHEET REQUIREMENTS

COVER SHEET

- Title Block (centered at top of drawing) that includes the following:
 - City of Arlington
 - Name of Proposed Development
 - File No. (call for correct number)
 - Section, Township, & Range
- Site Information:
 - Site Address (use block # if no bldg. #)
 - Zoning Classification
 - Airport Protection District Subdistrict
 - Use Classification
 - Density & Dimensional Calculations
 - Lot(s) Size (both in acreage and square feet)
 - Lot Dimensions (length, width) and Numbers/Letters
 - Proposed Residential Density (if applicable)
 - Building Setback (for existing, proposed, & relocated bldgs. on site)
 - Building Height (for existing, proposed, & relocated bldgs. on site)
 - Total Lot Coverage (Impervious Surface)
 - Recreational & Open Space Calculations (if applicable)
 - Adjacent Street Names & Classifications
 - Required Parking Space Calculations (required & proposed)
 - Screening Types Provided (indicate for each lot line)
 - Utility Provider (Sewer & Water)
 - Critical Area Types Located On-Site (If Applicable)
 - Shoreline Classification (If Applicable)
- Sheet Index
- Date Plans Were Prepared
- Vicinity Map (Include North Arrow, Scale, and pinpoint site location)
- Name, Address, Phone Number, & Email Address of the Applicant, Owner, Engineer, & Landscape Architect

SITE PLAN SHEET

- Title Bar (locate along right edge of sheet) that includes the following:
 - Date Drawing was Prepared or Revised
 - Project Name & Location
 - Name, Address, & Phone Number of Applicant, Owner, Engineer, & Surveyor
- Existing Lot Lines Within or Adjacent to the Project Site
- Existing and Proposed Rights-of-Way (include dimensions & street name)
- Existing and Proposed Easements (include dimensions)
- Existing Critical Area Boundaries and Associated Buffers On-Site and Within 150ft. of Site
- Building (whether proposed, expanded, retained, or relocated) Setbacks From All Lot Lines
- Building (whether proposed, expanded, retained, or relocated) Dimensions and Square Footage
- Building Elevations (all sides for proposed or expanded buildings only – color renderings preferred)
- Parking Stall, Loading Stall, Driveway, & Isle Locations & Dimensions
- Refuse Bin Location (including screening details)
- Lighting Details (building exterior, site, & parking area)
- Site Ingress/Egress (existing and/or proposed)

- Frontage Improvements with Dimensions (if required)

LANDSCAPE PLAN SHEET

- Plant Schedule and Legend Showing Scientific and Common Names for Each Type of Tree, Shrub, and Ground Cover and their Quantity, Planting Size Mature Size, and Symbol.
- Tree, Shrub, and Lawn Planting Details
- Location and Spacing of All Trees, Shrubs, and Plants (including existing trees to be preserved)
- Irrigation Details (if required)
- Parking Area Shading Calculation (see AMC 20.76.130)
- Dimensions for Each Landscape Area, Including Frontage, Lot Boundary, and Vehicle Accommodation Area Landscaping

Design Guidelines Compatibility Matrix		
No.	Guidelines	Staff Findings
2.1	Pedestrian Environment - Access to Buildings from the Street	
2.1.3.1	Provide clearly marked entries from the street. Entries from parking lots should be subordinate to those related to the street.	
2.1.3.2	Parking garage entries should be designed and sited to complement, but not subordinate the pedestrian entry.	
2.1.3.3	Parking lots and garages, when possible, should be accessed from alleys or side streets.	
2.2	Pedestrian Environment – Screening Blank Walls and Retaining Walls	
2.2.3.1.1	Buildings should not orient large areas of blank walls to the street.	
2.2.3.1.2	Ends of buildings should be designed and articulated with windows and other architectural elements.	
2.2.3.1.3	Screen blank walls with landscaping, architectural features, or art. Examples of such treatment include, but are not limited to:	
2.2.3.1.3.1	Installing trellises for vines and other plant material in conjunction with a planting strip;	
2.2.3.1.3.2	Providing landscaped planting beds;	
2.2.3.1.3.3	Incorporating decorative tile or masonry, or varying materials or patterns; and	
2.2.3.1.3.4	Incorporating artwork, (a mural, sculpture, relief, etc.) on the wall surface.	
2.3	Pedestrian Environment - Service Element Screening	
2.3.3.1	Use generous and appropriate plant material in well maintained planting beds to create a visual buffer to service elements. Vegetation should be of hardy native varieties and be at least 50% non-deciduous to provide screening throughout the year. Incorporate planting beds and low planter walls as part of the architecture. Provide a framework for plants to grow on like an arbor or trellis.	

No.	Guidelines	Staff Findings
2.3.3.2	Provide a durable and attractive structure to screen dumpsters and trash areas (Including recycling) (<i>not</i> chain link or even slatted chain link). Trash areas, when possible, should not open directly onto the sidewalk. Dumpsters must never be located in the pedestrian right-of-way.	
2.3.3.3	Utility meters, electrical conduit and other service lines should not be allowed on the facade facing the street and should typically not be visible from the street.	
2.3.3.4	Gutter downspouts on the front facade should be visually integrated into the design of the building.	
2.4	Pedestrian Environment - Screening Parking Lots	
2.4.3.1	All parking lots and storage, loading or maintenance areas within visual proximity of the public sidewalk should be screened from the sidewalk by one of these two methods:	
2.4.3.2	Provide a screen wall at least 2-½ feet high, of durable and attractive materials. Incorporate a continuous trellis or grillwork with climbing plants.	
2.4.3.3	Provide a landscaped perimeter bed or hedge as shown.	
2.4.3.4	Fences around parking areas should be decorative iron, masonry rock, wood, or similar permanent material and not be more than 70% solid.	
2.7	Pedestrian Environment - Lighting Design	
2.7.3.1	Provide indirect light to the sidewalk by lighting elements in the street environment like trees, walkways, canopies and entryways.	
2.7.3.2	Provide pedestrian scale lighting with 10'-12' pole heights throughout residential and shopping streets and parking areas. Lighting bollards 3' - 4' in height can illuminate paths and walkways.	
2.7.3.3	Shield the source of the light to reduce glare to public thoroughfares and adjacent properties.	
2.7.3.4	Large pole mounted lighting may be inappropriate around residences if not properly sited and directed to eliminate glare.	

No.	Guidelines	Staff Findings
2.7.3.5	Exterior lighting should be an integral part of the architectural and landscape design of any project. Fixture style and design should be compatible with the building design, while providing appropriate and safe levels of lighting. Use lighting to accent architectural features of a building.	
3.1	Landscape Design - Continuity Along the Street	
3.1.3.1	Infill development on existing streets should enhance and preserve the distinctive, positive qualities of the streetscape.	
3.1.3.2	There are several ways to reinforce the landscape design character of the local neighborhood, any of which may be appropriate.	
	Landscape Design – Parking Lots	
3.2	As well as providing a landscaped or screened perimeter, integrate deciduous trees and planting beds into the parking areas.	
3.2.3.1	Landscaping should be drought resistant. Drip irrigation is encouraged for all planting beds. Indigenous varieties of plant species are recommended.	
3.2.3.4	Tree locations shall be coordinated with parking area luminaries and utility locations to ensure minimum light levels are maintained after tree maturation.	
4.1	Transition Between Occupied Spaces and Street	
4.1.3.1	Provide appropriate screening and buffering to create a physical separation between pedestrians on the sidewalk and the windows of occupiable units.	
4.1.3.2	Raise ground level windows and/or provide general landscaping as a transition, where building setbacks are minimal and the privacy of the occupants is compromised.	
4.1.3.3	Partially enclosed outdoor occupiable areas, like porches, provide a transition to occupants and a zone that encourages social interaction between neighbors.	
4.1.3.4	When appropriate, define courtyards and yards with landscaping and low fences. Fences that face the street should be more than 70% solid.	

No.	Guidelines	Staff Findings
4.1.3.5	Chain link fences, having a negative character, are not appropriate edge along sidewalks and shall not be used.	
5.1	Neighborhood Character - Creating Streetscape Compatibility	
5.1.3.1	Site buildings on a property to acknowledge and reinforce the existing characteristics of the street. In established neighborhoods set the building back from the street approximately the same distance as neighboring buildings.	
5.2	Neighborhood Character - Orienting the Building to the Street	
5.2.3.1	All buildings should provide a front face to the street. Building facades should relate to the street.	
5.2.3.2	Buildings should not be sited in ways that make their entries or intended use unclear to approaching visitors.	
5.2.3.3	The main approach to any building should not be off a parking lot. Avoid parking cul-de-sacs in suburban development that impede pedestrian circulation.	
5.2.3.4	Provide clear pedestrian entries from the street and not just from adjacent parking areas.	
5.2.3.5	Compose architectural elements to add interest to the building facade.	
5.3	Neighborhood Character - Compatibility within Emerging Centers	
5.3.3.1	Within the context of higher density, mixed residential and commercial zones, buildings should be sited to orient to the street and respect adjacent residential projects.	
5.3.3.2	Residential uses are compatible with other uses if sited properly to take into account views of parking and negative building services like trash areas, and pedestrian circulation. Certain late night uses may not be as compatible and should be sited accordingly.	
6.1	Retaining Privacy and Solar Access	
6.1.3.1	New buildings that project beyond the homes on adjacent lots should be carefully designed to reduce their impacts. Buildings can address this issue in several recommended ways.	

No	Guidelines	Staff Findings
6.1.3.1.1	Limit the length and height of the projection into the rear yard area to reduce the impact on neighbor's yards.	
6.1.3.1.2	Step back the upper floors or increase the side setback so that sunlight is not totally blocked from reaching adjacent yards.	
6.1.3.1.3	Windows, decks and balconies overlooking neighboring yards should be minimized and/or screened to enhance privacy.	
6.2	Parking Adjacent to Residences	
6.2.3.1	Parking, except on the street edge, should not be located between the residence and the street. Surface parking which cannot be located to the rear of the development may be located toward the side if screened from adjacent residences. Provide a screening wall to buffer the visual and audible impacts of automobiles. The height of the screen should be sufficient to prevent direct views from the parking lot into the first floor of residential units on adjacent lots and block	
6.2.3.2	Provide screening walls of solid and attractive materials, such as masonry, ironwork, rock, or wood (but not chain link), enhanced by landscaping.	
6.2.3.3	Provide trees, trellises or other coverings that reduce the views	
6.2.3.4	Locate and aim parking lot and other site lighting so that it does not cause glare and intrusive light patterns into neighboring residential properties. Lighting should be of a pedestrian scale with pole heights and lighting fixtures that reduce	
7.1	Creating Usable Open Space	
7.1.3.1	Organize and site buildings to create usable open space by creating one or more of the following:	
7.1.3.1.1	Well-landscaped courtyards to be usable by the occupants and	

No.	Guidelines	Staff Findings
7.1.3.1.2	Individual outdoor spaces for all ground floor units.	
7.1.3.1.3	Rooftop decks, balconies and well defined patios.	
7.1.3.1.4	Play areas for children, located away from the street edge and parking lots.	
7.1.3.1.5	Group or individual gardens/small plots for residents' use.	
7.1.3.2	Open space must be large enough to accommodate human activity and seating. Balconies should generally be 6' deep.	
7.1.3.3	Orient outdoor spaces to receive sunlight. When possible, orient spaces to face east, west or preferably south.	
7.1.3.4	Provide paths, site furniture, lighting, and elements that will make outdoor spaces more enjoyable and better used.	
7.1.3.5	Multi-family residential building complexes should acknowledge and provide recreation activity space for toddlers.	
7.2	Siting – Siting Parking Areas	
7.2.3.1	Locate parking lots for more than one car to the sides and rear of buildings. Parking lots should not be located in front yards.	
7.2.3.3	Do not allow driveways and garages to dominate the street front.	
7.2.3.4	Provide access to parking off of alleys when available, to reduce curb cuts across sidewalks.	
7.2.3.5	Provide on-street parallel parking when appropriate.	
7.2.3.6	Provide clear, well-lit paths from parking areas to the street and building entrance.	
7.3	Siting – Siting Service Elements	
7.3.3.1	Locate service areas to not have a negative visual or physical impact on the street environment.	
7.3.3.2	Site and/or screen mechanical equipment so as not to be seen from the sidewalk.	

No.	Guidelines	Staff Findings
7.3.3.3	When possible, locate services for trash, recycling and loading in an enclosed service room off an alley, side drive or within a parking garage.	
7.3.3.4	When service elements must be visible from the street follow S2.3 Screening Dumpsters and Trash Areas.	
7.3.3.5	Pedestrian access should not be blocked by service elements.	
7.3.3.6	Service elements like mailboxes, utility meters, trash facilities and lighting should be incorporated into the overall design of a project.	
8.1	Integrating Transit into Site Planning	
8.1.3.1	In projects of greater than twenty (20) leasable units, project applicants should identify (the reviewers) transit alternatives and existing transit stops within close proximity to the occupants of the project.	
8.1.3.2	If accessibility to transit by the occupants can be enhanced, place new transit stops in coordination with the transit provider.	
8.1.3.3	Incorporate when possible a shelter as an integral part of the building design.	
8.1.3.4	Place any large parking areas at the side or rear of the site.	
8.1.3.5	Connect building entrances, transit facilities, and parking areas by paved sidewalks.	
8.1.3.6	Design a site free of pedestrian barriers. (Good design intentions like walls, swales, and landscaping can obstruct pedestrian travel.)	
8.1.3.7	Provide pedestrian facilities like benches with back rests, trash containers, clear signage, pedestrian lighting and well maintained landscaping adjacent to transit stops.	
8.1.3.8	Orient building entrances toward transit facilities, and clearly mark routes to those facilities.	
8.2	Pedestrian Circulation in Multi-family Complexes	

No.	Guidelines	Staff Findings
8.2.3.1	Multi-family complexes should not be isolated enclaves separate from each other and commercial development by fences, walls, and parking lots.	
8.2.3.2	Provide well-lit and landscaped pedestrian paths from residences to other residential complexes, the street edge and adjacent commercial properties.	
8.2.3.3	All multi-family residential buildings should front streets not parking lots. Entrances should be clearly visible from the street edge sidewalk, not oriented only toward parking lots.	
8.2.3.4	Reduce the size of parking lots by providing clear pedestrian paths through larger lots. Mark pedestrian route with changes in paving and landscaping.	
8.2.3.5	Combine driveways to reduce the danger and inconvenience to pedestrians.	
9.1	Architectural Character - Architectural Character	
9.1.3.1	The design of a building, its location on the site, and its layout should respond to specific site conditions.	
9.1.3.2	Site characteristics to consider in the design of a building include the following:	
9.1.3.2.1.1	Topography - Reflect natural topography rather than obscure it. For Instance, buildings should be designed to “step up” hillsides to accommodate significant changes in elevation.	
9.1.3.2.1.2	Topography - Where neighboring buildings have responded to similar topographic conditions on their sites in a consistent and positive way, consider similar treatment for the new structure.	
9.1.3.2.1.3	Topography - Designing the building in relation to topography may help to reduce the visibility of parking garages.	
9.1.3.2.2.1	Solar Orientation - The design of a structure and its massing on the site can enhance solar exposure for new development and minimize impacts on adjacent structures and public areas.	

No.	Guidelines	Staff Findings
9.1.3.2.4.1	Site Size and Configuration - On small, narrow sites or sites with frontage on narrow streets, massing and design can minimize the perception of building bulk, minimize impacts on adjacent development and enhance conditions for on-site open space.	
9.1.3.2.5.1	Natural Features - Reflect natural features like views, stands of trees, and open space by providing views and pedestrian access to these amenities.	
9.1.3.2.6.1	Pedestrian Oriented Shopping Street - Reinforce the streetscape with shops at ground level and pedestrian amenities.	
9.1.3.2.7.1	Existing Structures on the Site - Where a new structure shares a site with an existing structure or is a major addition to an existing structure, designing the new structure to be compatible with the original structure will help it fit in.	
9.2	Architectural Character – Unifying Design Concept	
9.2.3.1	All buildings should be visibly organized by a clear design concept. Examples of some concepts include:	
9.3.2.2	Axial Symmetry: A formal organization that balances equal elements and features around a vertical plane common in classical revival and colonial style buildings.	
9.2.3.2	Asymmetric Balance: A dissimilar, yet harmonious composition of numerous similar or complementary forms. The composition reflects the local context, site conditions or building function.	
9.3.2.3	Courtyard Organization: Groupings of building elements to help clearly define usable outdoor spaces.	
9.2.3.3	Major Architectural Element: Focus around a strong architectural element like an arcade, a gallery or a major entry.	
9.3.2.4	Terracing: Dividing a building into horizontal terraces that step down a steep slope can reduce the building's impact on the site and provide usable decks.	

No.	Guidelines	Staff Findings
9.2.3.4	Environmental Response: Basing the design on significant views, solar orientation, siting for usable outdoor spaces, etc.	
9.3	Architectural Character - Compatibility with Neighbors	
9.3.3.1	The project proponent should submit materials that document the existing architectural character of the street or area and define the aspects of the context that are most important. The project plans should identify the ways the project incorporates these aspects.	
9.3.3.2	Unless there is an overriding concern or a poorly defined context, new building should reflect the architectural character of surrounding buildings in some of the following ways:	
9.3.3.2.1	A unifying design concept (see BD 1.2)	
9.3.3.2.2	Similar proportions, scale and roofline (see BD 2.1, BD 2.2, BD 2.3)	
9.3.3.2.3	Complimentary architectural style and exterior finish materials	
9.3.3.2.4	Complimentary patterns and proportions of windows (see BD 3.1)	
9.3.3.2.5	Similar entry configuration and relationship to the street (see SP 1.1, BD 3.3)	
9.3.3.2.6	Complimentary architectural details or features (see BD 3.2)	
9.3.3.3	See Guidelines in the BD-2 section on Character and Massing, which shows other techniques for creating compatibility and visual interest.	
10.1	Character and Massing - Articulation and Modulation -	
10.1.4.1	Use modulation and articulation in a clear rhythm to reduce the perceived size of all large buildings.	
10.1.4.2	In general, buildings should be divided and given human scale by using articulation and/or modulation at 40-foot to 50-foot maximum intervals.	
10.1.4.3	There are a number of ways of articulating a building to divide up its mass and reduce its apparent size. Some are listed here and should be combined for the best results.	

No.	Guidelines	Staff Findings
10.1.4.4	Facade modulation: Stepping back or extending forward a portion of the façade at least 6' (measured perpendicular to the front façade) for each interval.	
10.1.4.5	Fenestration patterns that repeat at intervals at least equal to the articulation interval.	
10.3	Character and Massing - Rooflines	
10.3.3.1	Consideration should be given to the design of a building's roofline. The design of the roof should employ at least one of the following:	
10.3.3.1.3	Prominent cornice or fascia that emphasizes the top of the building, or;	
10.3.3.2	No roof mounted mechanical equipment shall be visible from the sidewalk or roadway of the adjacent street.	
11.1	Architectural Elements - Human Scale	
11.1.4.1	All buildings should incorporate well-proportioned architectural features, elements and details to achieve good human scale.	
11.1.4.2	Below are some elements that lend human scale:	
11.1.4.2.1	Entry details like porches and recesses;	
11.1.4.2.3	Window details like vertically proportioned window openings which are recessed into the face of the building and broken up with smaller panes of glass;	
11.1.4.2.4	Roof details like brackets, chimneys, roof overhangs of at least 18' (measured horizontally), or a roof cornice element at least 12' in width (measured vertically).	
11.1.4.2.5	Windows which create relief in the façade by being detailed to recede into the building face.	
11.2	Architectural Elements - Building Features	
11.2.3.1	Use building features to reflect the space within a building, to reinforce site conditions like a corner or courtyard and to articulate building modulation.	
11.2.3.2	Building features should be consistent and unified with the overall architectural design of the building. Each element should be articulated and proportioned to relate w the building as a whole.	

No.	Guidelines	Staff Findings
11.2.3.3	Use changes of materials to enhance building features.	
11.2.3.4	No buildings should have large areas of blank wall surfaces. Use architectural features and elements to enhance all building face.	
11.2.3.5	Building features can include some of the following:	
11.2.3.5.1	Setback of the upper floors and roof decks.	
11.2.3.5.2	Strong corner feature like a turret or corner entry.	
11.2.3.5.3	Porches and balconies at least 6' deep.	
11.2.3.5.4	Habitable roofs with dormer windows.	
11.3	Architectural Elements - Entries	
11.3.3.1	All buildings should have a principal entry visible from the street, (or a marked, paved and well lit pathway). All entries should be convenient from the sidewalk.	
11.3.3.3	Entries should be highlighted by building elements (like stairs, roofs, special fenestration, etc.).	
11.3.3.4	Provide a recess, porch or other protected exterior area that encourages human activity (resting, meeting, waiting, etc.).	
11.3.3.5	Highlight the entry area with pedestrian scaled lighting and distinctive architectural elements and details.	
12.1	Exterior Finish Materials - Appropriate Materials	
12.1.3.1	Building exteriors should be constructed of durable and easily maintainable materials that are attractive at close distances.	
12.1.3.2	Materials that have an attractive texture, pattern or quality of detailing are encouraged.	
12.1.3.3	Siding should reflect in texture and color typical Northwest building materials like wood siding and shingles, brick, stone and terra-cotta tile.	
12.1.3.8	Concrete walls should be enhanced by texturing, coloring with a concrete coating or admixture, or by incorporating embossed or sculpted surfaces, mosaics or artwork.	
12.1.3.9	Concrete block walls should be enhanced with textured blocks and colored mortar, decorative bond pattern and/or incorporating other masonry materials.	
15.2	OTBD - Site Design and Massing	

No.	Guidelines	Staff Findings
15.2.2.1	Setbacks—See AMC §20.48.040 (Building Setback Requirements) and §20.46.050 (Site Design in the Central Business Districts (1, 2, and 3)).	
15.2.2.2	Building Height—The maximum building height for all buildings in the Central Business District is set by AMC §20.48.060 (Building Height Limitations). Although there is no minimum height requirement at present, it is strongly encouraged that new construction includes, or at least plans for, development of additional stories. The allowable mixed-use functions of multi-story buildings are recognized as furthering the economic well being, vitality, security, and historic character of the CBD that makes Arlington an attractive town.	
15.2.2.3	Lot Coverage—The maximum allowable lot coverage is set by AMC §20.48.064 (Maximum Impervious Surface Lot Coverage).	
15.2.2.4	Building Orientation—Building façades and primary entries shall be oriented toward the principle street bordering the lot. Buildings located on corner lots shall treat both façades as if they were both facing the principle street. However, façades facing the secondary street need not provide building entries. For related information see Sections 15.3.2.1, 15.3.2.2, 15.3.2.3, and 15.3.2.4.	
15.2.2.5	Off-Street Parking, Location—Off-street parking shall be located to the rear of buildings located on Olympic Avenue. Off-street parking shall be located to the rear or side of other buildings in other areas of the Central Business District 1.	

No.	Guidelines	Staff Findings
15.2.2.6	Off-Street Parking, Screening—Parking lots with the capacity of 3 or more cars and that are visible from public rights-of-way, or are located within 20 feet of residential-zoned property, shall be screened from view by wood, brick, concrete block, or wrought iron walls or fencing, or by trees, shrubs, trellises, or other landscaping elements. The selected plant materials should be suitable to their location and to the Arlington climate. They shall be maintained, and provided with a viable system of irrigation. Plant screening shall be effective within four years of planting. Parking lot lighting shall be shielded from intruding onto neighboring property.	
15.2.2.7	Alleys—Public rights-of-way in alleys shall be kept clear. Services and parking shall be screened according to Sections 15.2.2.6 and 15.2.2.8.	
15.2.2.8	Screening of Service Elements—Service elements that are in public view shall be screened from view with a combination of wood, brick, concrete block, or wrought iron walls or fencing, or with landscape materials. (See Section 15.2.2.6 for other landscaping requirements.) Openings to the service area shall be located away from the sidewalk. The services and their screening shall be located outside of the public right-of-way.	
15.3	OTBD - Architectural Design	
15.3.2.1	Horizontal Divisions—Primary façades shall be divided into three basic horizontal divisions:	
15.3.2.1.1	The base, consisting of storefronts, and with permanently fixed sidewalk canopies that separate the base from the middle division. (See Section 15.3.2.8 for other sidewalk canopy requirements.);	
15.3.2.1.2	The middle, consisting of first-story clerestory windows, and/or second-story windows, intermediate panels or decorative bands, and trim;	
15.3.2.1.3	The cap, consisting of the roofline or parapet shape, along with overhangs, cornices, and/or other parapet and roofline trim.	

No.	Guidelines	Staff Findings
15.3.2.2	Vertical Divisions—Primary façades shall be divided vertically by the use of organizing elements such as columns, pilasters, or panels. No façades open to public view shall consist of unarticulated blank walls. Vertical divisions shall form bays with either a maximum width of 12'-0", or be no greater than 1/3 of the building's overall width, whichever is smaller. Vertical divisions shall minimally extend for one-half of the total overall height of the building.	
15.3.2.3	Ground-Floor and Storefront Façades—The base of ground floor, street-facing storefronts shall be composed of impact-resistant materials of wood, stone, brick, stucco, concrete, or tile. (See Section 15.3.2.9 for other requirements.) It shall be a minimum of 18" in height measured from its lowest point along the sidewalk. It shall serve to separate the storefront glazing from the adjacent sidewalk.	
15.3.2.4	Storefront façades shall consist of no less than 65% glass display windows with trim unless alternative proposal is provided accomplishing the same intent with compatible architectural treatments. Entry doors shall be recessed where possible, and shall conform to all other Building Code regulations for barrier-free accessibility for sidewalk encroachment, etc. Entry systems shall consist of commercial-quality wood, aluminum, or steel framing with steel doors. Door glazing shall be a minimum of 65% with transom glazing wherever possible. The vertical divisions in the storefront system shall continue to relate to the vertical divisions of the upper-floor façades. (See Section 15.3.2.8 for sidewalk canopy requirements.)	

No.	Guidelines	Staff Findings
15.3.2.5	<p>Upper-Floor Façades—Upper-floor structural elements, windows, and panels shall conform to the vertical and horizontal divisions described in Sections 15.3.2.1 and 15.3.2.2. The resulting pattern of elements shall continue to relate to the pattern of street-level façade elements. Materials shall consist of wood, stone, brick, concrete, stucco or stucco-finished exterior insulation finish systems (EIFS), metal or tile. (See Section 15.3.2.9 for other stipulations on finish materials and color selections). Upper story windows shall have architectural glazing, framing, and trim that is compatible with the scale and detailing found in the historic, mixed-use commercial buildings of downtown Arlington.</p>	
15.3.2.6	<p>Roof configurations, Parapets—The tops of new buildings shall be trimmed with elements drawn from the cornices, parapet details, and/or roofline forms typical of historic, commercial buildings in Arlington and other American towns. Besides serving a decorative purpose, these trim courses can serve a dual function if designed to provide weather protection to parapets, windows, and façades.</p>	

No.	Guidelines	Staff Findings
15.3.2.8	<p>Fixed Canopies—For all newly constructed buildings, or for rehabilitation projects estimated at 50% or more of a building’s value, permanently fixed canopies made of wood and/or metal or other durable, weather resistance materials shall be provided. Canopies shall project over sidewalks a minimum of six feet from the building face and shall be one-foot minimum from the street curb. Canopies shall provide protection from the rain and melting snow for pedestrians using the sidewalk bordering the building. Canopies shall be constructed across the entire street frontage of the building facing the primary street, and for corner buildings, shall be constructed continuously across all glazed openings of the street frontage facing the secondary street. Sidewalk canopies shall be securely fastened to the structural framework of the building, conforming to Building Code requirements for wind and snow loading. Fabric canopies or awnings are not permitted as sidewalk protection.</p>	
15.3.2.9	<p>Finish Materials And Colors—Exterior finishes shall be durable commercial applications of traditional materials. These include wood, stone, brick, stucco (or stucco-finished EIFS), concrete, metal, and tile. Exterior color schemes should include contrasting base and trim colors. The Design Review Board generally deems as acceptable colors schemes included in any paint manufacturer’s “historic line” or similar proposal reflecting an historic theme.</p>	
15.3.2.10	<p>Building Detailing—Buildings shall be detailed with materials that vary between base wall material and trim. Trim and detailing should include some of the following: wood moldings and trim, decorative brick trim, glazed terra cotta trim, metal moldings, pressed metal, cast concrete or stone trim.</p>	

No.	Guidelines	Staff Findings
15.3.2.11	<p>Signs—Signs shall be integrated with the building architecture, and shall not cover significant architectural features. Sidewalk “sandwich board” signs shall be placed on the sidewalk at the street edge, with a minimum 6-foot clear sidewalk zone remaining. In the case of conflicting regulations with Chapter 20.68 (Signs), the most stringent apply.</p>	
15.3.2.12	<p>Relationship of New Construction to Existing Adjacent Buildings—Where new commercial or mixed-use construction adjoins lots with smaller historic buildings, or adjoins property zoned exclusively for residential use, the potential negative impacts due to the juxtaposition of the larger commercial buildings shall be mitigated through site planning and architectural design. These techniques can include in-line design or continuity of planar elements; increasing the height of a new building at the corner so as to 'hold the corner' and/or to better complement a taller building across the street; stepping back the massing of a new building so as to retain the existing height at the street wall; and, stepping down the massing of a new building so as to better complement a less intensively developed. In addition to the manipulation of massing, design techniques intended to generate compatibility between new construction and existing buildings include utilization of similar materials, finishes, colors, and detailing.</p>	