

**FLORIN ROAD**  
**Site Plan and Design Review Guidelines Checklist**

**Applicant's Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_  
**Project Address:** \_\_\_\_\_ **Email:** \_\_\_\_\_

Applicant shall fill out the design guidelines checklist for all guidelines applicable to the project. Check the box if meets guideline and indicate in the comments how the guideline is met. Indicate NA if a design guideline is not applicable. Any design guideline that the project does not meet shall be indicated as a deviation with a comment explaining the rationale for the deviation.

**SECTION 1: COMMERCIAL DESIGN GUIDELINES**

**A. SITE DESIGN**

**1. Building Orientation, Setbacks, and Build-To Lines**

Buildings should be constructed to the front of the property line behind the sidewalk, with allowable variation in the setback to provide for café seating, plazas, and other additions to the public realm.

Comments / Deviations:

Staff Comments:

**2. Large Parcel Development**

Large parcel development such as "big box" retail should focus on creating a safe and welcoming pedestrian-oriented environment in addition to serving the needs of auto-oriented consumers. Site design of large parcel development should be consistent with the over-arching commercial design guidelines.

Comments / Deviations:

Staff Comments:

**3. Parking**

Parking areas should provide vehicular access without compromising pedestrian accessibility and the character of the public realm on primary commercial streets. Parking lots should be placed at the rear of the building, when feasible, to not obstruct views of the building's front facade from the street.

Comments / Deviations:

Staff Comments:

**4. Circulation**

Balanced circulation routes should be provided to facilitate safe and convenient vehicular and pedestrian access and movement.

Comments / Deviations:

Staff Comments:

**B. ARCHITECTURAL ELEMENTS**

**1. Building Height, Massing, and Scale**

The size and scale of commercial buildings should be compatible with existing development and should encourage an urban pattern along Florin Road.

Comments / Deviations:

Staff Comments:

**2. Building Facades**

Building facades should be designed to create visually interesting buildings that offer variety along the commercial street.

Comments / Deviations:

Staff Comments:

**3. Additions**

Additions should be consistent with and not disrupt the architectural style, massing, proportions, and scale of the existing building.

Comments / Deviations:

Staff Comments:

**4. Roof Forms**

The roof forms of new development should reflect the roof lines of the best quality existing commercial structures.

Comments / Deviations:

Staff Comments:

**5. Entry Features**

Entry features of commercial buildings should be clearly visible to pedestrians, with a defined relationship to the street and sidewalk.

Comments / Deviations:

Staff Comments:

**6. Windows and Doors**

The proper placement and design of windows and doors should be used to create visual interest in commercial buildings and complement existing style of development along the street.

Comments / Deviations:

Staff Comments:

**7. Color**

Color should be used in a way that complements the surrounding structures and adds to the liveliness and character of commercial districts.

Comments / Deviations:

Staff Comments:

**8. Materials**

Buildings should be constructed of high-quality materials that add to the longevity of the structure and provides a pleasing appearance as the materials age.

Comments / Deviations:

Staff Comments:

**9. Canopies, Awnings, and Arcades**

When incorporated into a commercial building, canopies, awnings, and arcades should be made of high-quality components that complement the overall design, colors, and materials of the building

Comments / Deviations:

Staff Comments:

**10. Signage and Graphics**

Building identification signs and graphics should enhance the appearance of the building and contribute to the overall character of the street while minimizing the appearance of clutter.

Comments / Deviations:

Staff Comments:

**11. Lighting**

Lighting fixtures should be designed to complement and enhance the site and architectural style of the building and should be compatible with the character of the corridor.

Comments / Deviations:

Staff Comments:

**12. Service Areas and Utilities**

Service and utility areas, including loading docks, storage areas, mechanical systems, and trash bins, should be screened from view and integrated into the design of the project.

Comments / Deviations:

Staff Comments:

**C. STREETScape GUIDELINES**

**1. Parking Lot Design**

The visual prominence of parked vehicles shall be minimized whenever possible. Parking lots should be screened from the street and nearby sidewalks and provide shade to parked automobiles.

Comments / Deviations:

Staff Comments:

**2. Street Trees**

Street trees should provide a visual frame to the street and offer shade and comfort to visitors to commercial districts.

Comments / Deviations:

Staff Comments:

**3. Landscape Elements**

Landscape elements should be used to foster an attractive and comfortable commercial environment.

Comments / Deviations:

Staff Comments:

**4. Site Amenities**

Appropriate site amenities that complement the surrounding architecture should be selected and installed along the entire building front so as to increase opportunities for people to congregate and interact.

Comments / Deviations:

Staff Comments:

**5. Fences, Wall, and Gates**

Fences, walls and gates should be made of high quality materials that are consistent with the style of the building to enhance the overall character of the site and contribute to the positive appearance of the corridor.

Comments / Deviations:

Staff Comments:

**6. Gateways**

Gateways and corridor identification elements such as signs, low walls, tall arches, or freestanding sculptures and or corner treatments installed at the intersections of Florin Road and 24th Street and Florin Road and Franklin Blvd will enhance community identity along the Florin Road Corridor.

Comments / Deviations:

Staff Comments:

**SECTION 2: MIXED-USE DEVELOPMENT DESIGN GUIDELINES**

**A. SITE DESIGN**

Mixed-use developments should be designed to activate the street and to promote active walkable corridors and friendly communities.

Comments / Deviations:

Staff Comments:

**B. ARCHITECTURAL ELEMENTS**

All architectural elements should be constructed of high-quality materials to promote longevity and a visually pleasing appearance which compliment adjacent buildings.

Comments / Deviations:

Staff Comments:

**C. SITE ELEMENTS**

Site elements which include landscaping, fencing, paving, as well as common facilities, such as mailboxes, and trash receptacles should enhance the appearance and functionality of mixed-use development.

Comments / Deviations:

Staff Comments:

**SECTION 3: RESIDENTIAL DESIGN GUIDELINES**

**A. MULTI-FAMILY RESIDENTIAL**

**1. Site Design**

**i. Relationship to the Street**

Multi-family structures should present a facade that encourages interaction with the street by including entry features, windows, and landscaping along the street side of the building.

Comments / Deviations:

Staff Comments:

**ii. Setbacks**

Setbacks of multi-family residential structures should reflect the appropriate commercial or residential context.

Comments / Deviations:

Staff Comments:

**iii. Interior Common Spaces**

Multi-family structures should provide interior common spaces that are easily accessible. Individual units adjacent to common spaces should have facades with entry features and windows that open onto those common spaces.

Comments / Deviations:

Staff Comments:

**iv. Scale and Mass**

Multi-family residential structures should be consistent with the scale and mass of existing structures in the vicinity.

Comments / Deviations:

Staff Comments:

**v. Parking**

Parking should be located at the rear or interior of the complex, where feasible. Parking lots that face the street or are on the side of multifamily housing should be minimized.

Comments / Deviations:

Staff Comments:

**2. Architectural Elements**

**i. Garages**

The visibility of multi-family garages from the street should be minimized.

Comments / Deviations:

Staff Comments:

**ii. Entry Features**

The principal entry to each unit should be clearly visible from the street and include a porch, stoop, or other entry feature.

Comments / Deviations:

Staff Comments:

**iii. Lighting**

All common areas and accessways should be adequately lit during low-light periods. Light fixtures should complement the architectural style of the home.

Comments / Deviations:

Staff Comments:

**iv. Signage and Addresses**

Entry signage should be provided at all primary access points to the complex and within the complex, as needed, to ensure wayfinding. Entry signage identifying the development and its address should be easily visible from the street to assist visitors and emergency vehicles.

Comments / Deviations:

Staff Comments:

## **B. SINGLE-FAMILY RESIDENTIAL**

### **1. Site Design: Row Houses & Townhomes**

#### **i. Relationship to the Street**

Row house and town house structures should present a facade that encourages interaction with the street by including entry features, windows, and landscaping along the street side of the building.

Comments / Deviations:

Staff Comments:

#### **ii. Setbacks**

Setbacks of row house and town house residential structures should reflect the appropriate commercial or residential context.

Comments / Deviations:

Staff Comments:

#### **iii. Interior Common Spaces**

Row house and town house structures should provide interior common spaces that are easily accessible. Individual units adjacent to common spaces should have facades with entry features and windows that open onto those common spaces.

Comments / Deviations:

Staff Comments:

#### **iv. Scale and Mass**

Row house and town house structures should be consistent with the scale and mass of existing structures in the vicinity.

Comments / Deviations:

Staff Comments:

#### **v. Guest Parking**

Guest parking should be located on internal streets throughout the site. Parking lots that face the street or are on the side of row house and town house should be minimized.



Comments / Deviations:

Staff Comments:

**vi. Circulation**

A network of public streets, internal streets, driveways, and paseos should be used throughout the development to enhance circulation within the site and connectivity to the adjacent neighborhood.

Comments / Deviations:

Staff Comments:

**vii. Garages**

Row house garages should be located in the rear of the unit and accessed by an internal street or alley. Town house garages should be located at the front of the unit.

Comments / Deviations:

Staff Comments:

**2. Site Design: Single Family Detached Homes**

**i. Setbacks and Orientation**

The front setback and the placement of the home on the lot should correspond to the prevailing setbacks of other homes on the block to create a consistent appearance along the street.

Comments / Deviations:

Staff Comments:

**ii. Scale and Mass**

An infill home should be compatible with the overall scale and mass of other homes on the block. An addition to an existing home should be compatible with the scale and mass of the existing home, as well as with the scale and mass of other homes on the block.

Comments / Deviations:

Staff Comments:

**iii. Number of Stories**

Two-story homes are acceptable in areas where one-story homes predominate, but they should be designed to minimize the appearance of mass of the second story.

Comments / Deviations:

Staff Comments:

**iv. Garages**

- The garage should be placed at the side or rear of the home to minimize its visibility from the street.

Comments / Deviations:

Staff Comments:

**v. Parking and Driveway Location**

- On-site parking should be located at the side or rear of the lot, whenever feasible, to minimize parking along the facade facing the street and afford an unobstructed and attractive view of the home.

Comments / Deviations:

Staff Comments:

**3. Architectural Elements**

**i. Architectural Character and Detailing**

- An infill home should be designed in a cohesive architectural style that complements the best examples of existing residential development on the block.

Comments / Deviations:

Staff Comments:

**ii. Roof Styles**

- The design of a roof on an infill home should correspond to the prevailing designs of roofs on homes in the established neighborhood context. The design of the roof on additions and renovations should correspond to the roof style and pitch of the existing structure.

Comments / Deviations:

Staff Comments:

**iii. Entry Features**

- The principal entry to each home should face and be clearly visible from the street and include a porch, stoop, or other entry feature.

Comments / Deviations:

Staff Comments:

**iv. Doors**

Doors should be made of high-quality materials and include decorative elements such as raised panels, sidelights, and transoms that are appropriate to the overall design of the home.

Comments / Deviations:

Staff Comments:

**v. Windows**

Windows should be constructed of high-quality materials and designed to complement the style of the home.

Comments / Deviations:

Staff Comments:

**vi. Siding**

The siding used on new home or addition to an existing home should be durable, consistent with the style and character of the home, and complement the siding materials used on other homes on the block.

Comments / Deviations:

Staff Comments:

**vii. Roofing**

Roofing on new homes should be durable and complement the style of the home. Roofing on an addition or renovation should be durable, and complement the roofing on the existing home.

Comments / Deviations:

Staff Comments:

**viii. Lighting**

Light fixtures should be consistent with the architectural style of the home and should provide adequate illumination of the front entry so that it is clearly visible from the street. For town houses and row houses, all common areas and accessways should be adequately lit during low-light periods.

Comments / Deviations:

Staff Comments:

**ix. Signage and Addresses**

- Entry signage identifying the development and its address should be easily visible from the street to assist visitors and emergency vehicles.

Comments / Deviations:

Staff Comments:

**4. Residential Site Elements**

**i. Landscaping**

- Landscaping should be used on the site to positively contribute to the appearance of the home and site and to create a sense of visual continuity along the street. The front yard should be planted with landscaping materials that may include a mixture of turf, groundcover, and decorative shrubs. For multi-family and mixed-use buildings, landscaping should be provided within all streetside setbacks, common areas, and parking lots to provide shade and create visually appealing exterior spaces.

Comments / Deviations:

Staff Comments:

**ii. Irrigation**

- An automatic irrigation system should be provided for new construction to maintain the health and positive appearance of all landscaped areas.

Comments / Deviations:

Staff Comments:

**iii. Fencing**

- Fencing must be of high quality materials that are consistent with the style of the structure to enhance the overall character of the residential unit and contribute to the positive appearance of the neighborhood. For multi-family development, fencing should complement the design of the buildings and define the boundary of the complex without obstructing physical or visual access.

Comments / Deviations:

Staff Comments:

**iv. Paving/Hardscape Surfaces**

The paving materials selected should contribute to the overall appearance of the home. For multi-family development walkways and common areas should incorporate decorative paving treatments and pervious paving treatments. Parking lots should incorporate pervious paving treatments, where feasible.

Comments / Deviations:

Staff Comments:

**v. Utilities and Storage Facilities**

The visibility of utilities and storage facilities such as trash enclosures and mechanical equipment should be minimized by placing them at the side or rear of the structure and screening them from view from the street.

Comments / Deviations:

Staff Comments:

**vi. Access Ramps**

Ramps that provide access to the front or side of the home should be safe, designed to match the style of the home, and constructed of durable materials that complement those used on the home.

Comments / Deviations:

Staff Comments:

**SECTION 4: FLORIN LIGHT RAIL STATION TRANSIT VILLAGE DESIGN GUIDELINES**

**A. SITE DESIGN**

**1. Private Realm**

The “private realm” refers to the buildings and land that are on privately-owned lots and parcels. The private realm should consist of private and semi-private transitional spaces between the public realm and buildings that serve to enhance the vitality of the community.

Comments / Deviations:

Staff Comments:

**2. Blocks**

The overall design of the blocks should follow a grid-like pattern.

Comments / Deviations:

Staff Comments:

**3. Transit Plaza**

The transit plaza is envisioned as the hub of the transit village. It should include a plaza with amenities such as shade shelters, benches, trees, and transit oriented retail for use by light rail passengers.

Comments / Deviations:

Staff Comments:

**4. Open Space**

A variety of open spaces should be incorporated into the overall design of the Transit Village to provide active and passive recreation opportunities for residents.

Comments / Deviations:

Staff Comments:

**SECTION 5: SUSTAINABLE DESIGN**

**A. SITE DESIGN**

**1. Site Elements**

The proper selection of site elements, consisting of landscape materials, irrigation materials, hardscape materials, and lighting materials will promote a long-lasting, resource efficient, sustainable development.

Comments / Deviations:

Staff Comments:

**B. BUILDING DESIGN**

**1. Resource Conservation**

New developments and rehabilitation of existing buildings should incorporate building design features that conserve resources.

Comments / Deviations:

Staff Comments:

**By signing below, the applicant certifies that this form accurately describes the proposed work.**

**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Name of Applicant (Print Name)** \_\_\_\_\_

**FOR CITY STAFF USE ONLY**                      **Counter Staff (Print Name):** \_\_\_\_\_