

CITY OF SYLVAN LAKE

SITE PLAN REVIEW

In each Zoning District, except for detached one-family residential uses, no building, including accessory buildings, will be erected, moved, relocated, converted or structurally altered and no change or addition of use, expansion or decreasing of off-street parking, or filling, excavation or grading will be undertaken until the City Planning Commission has reviewed and approved a site plan for such use. A structural alteration will be defined as one that changes the location of the exterior walls and/or the area of the building. Filling, grading or excavation which causes more than fifteen (15) cubic yards of earth material to be disturbed will require site plan approval. No billboard or condominium, including single-family detached, will be constructed without site plan approval.

APPLICATION:

Application for site plan review is a **two-step process**. Initial application will be made by **initially filing four (4) hard copies of the application and detailed site plan with the office of the City Manager with the same information being submitted electronically**. **The application fees are \$1,500 plus \$100/acre or fraction thereof plus a \$1,000 review bond**; these must be paid at the time the plan is submitted to City Hall. The City Manager will review the application and initial site plan. Depending on the complexity of the site plan, it may be sent to the city's Planning and/or Engineering Consultant(s). **The additional cost for review by the City Manager and the Planning/Engineering consultants if necessary, will be paid by the applicant**. If additional information is needed, the applicant will be notified immediately. When all requirements are met, the site plan application will be processed in accordance with the Zoning Ordinance. **The site plan will not be forwarded to Planning Commission until all information is deemed adequate by the City Manager. At that time, not less than 15 copies of the site plan must be submitted to City Hall for distribution to the Planning Commission**. The additional copies of the final site plan to be reviewed by Planning Commission must be submitted to City Hall no less than 15 days before the regular Planning Commission meeting. The Sylvan Lake Planning Commission regularly meets quarterly on the first Tuesday evening of each month. The meeting date may be changed to accommodate a Site Plan Review if Planning Commission agrees with the request. The applicant must be present at the hearing to respond to any questions.

An **Administrative Site Plan Review** may be allowed for smaller reviews as outlined in section 78-142 Approval Required, in the Sylvan Lake Code of Ordinances.

Enclosed within this packet are the Site Plan Review Application and the Checklist for Site Plan Review. Please be sure that all questions are answered. On the checklist, indicate the site plan page number on which the information is provided. If you feel that any of the items are not applicable to your site plan, please state the number of the item and your reasons for the noncompliance on a separate sheet of paper for review at the time you submit the package to City Hall. Incomplete checklists' will not be accepted. The checklist is to assist both the developer, City Manager and Planning Commission in the evaluation process. The checklist is not all inclusive. Please refer to the zoning ordinance for specific rules and regulations.

Also enclosed are architectural standards for non-residentially zoned sites, the area, height and bulk requirements, regulations for screening walls, roof appliances, landscaping, sidewalks/dumpster enclosures. **If you need the regulations for parking and signs, or allowable uses, please ask.** Please complete the Architectural standards form and return it with your completed application and plans.

SITE PLAN REVIEW APPLICATION

Name of Development _____

Address of Development _____

Name of owner _____

Phone numbers _____

Legal description of property _____

Existing zoning classification _____

Name of Developer _____

Address _____

Phone numbers _____

Name of Landscape Developer _____

Address _____

Phone numbers _____

Name of Professional placing seal on site plan _____

Address _____

Phone numbers _____

Area of site: _____ Square Feet: _____ Acres: _____

Name of occupant and nature of business (use additional sheet if necessary)

Zoning and land use of all adjacent property: _____

Type of surfacing planned for parking area: _____

Total number of parking spaces, including dimensions, and formula used for computing

Signage:

Number of Ground Signs: _____ Wall Signs: _____

Size of Ground Sign and location: _____

Size of wall sign and location _____

Front Footage of Property (facing street) _____

Front footage of building or each individual business (be sure to include this to show available square footage for wall sign)

Have there been any prior or current applications made or granted for variances on this property, please describe _____

The applicant is responsible for all review fees incurred by the City to perform an adequate site plan review. These fees may include, but are not limited to services performed by Legal Counsel, Planning Consultant and Engineering Consultant. If the cost for services rendered exceeds the amount of the posted bond , the review process will cease until the applicant pays for any outstanding services rendered.

Application fee: _____
(\$1,500 + \$100/acre)
(Administrative Review if allowed as determined by City Manager- \$500)

Review Bond: _____
(\$1,500 for either review)

Filed by _____ Date _____

CHECKLIST FOR SITE PLAN REVIEW

Page # on Plan

1. Name of development and general location sketch. _____
2. Name, address and phone number of owner(s), developer and designer.
Date drawn and revision dates shall be indicated on the site plan. _____
3. The seal of one of the following professionals *registered in the State of Michigan*:
Architect, Civil Engineer, Landscape Architect, or Professional Community Planner.
The architectural plans of the buildings shall be prepared by and bear the seal
of a Registered Architect. A site plan for an alteration or addition to existing
structures may be prepared by the builder or contractor. _____
4. Legal description and address of the property in question. _____
5. Boundary dimensions (to the nearest one-half foot) of the property clearly indicated on
the site plan, differentiated from other contiguous property. _____
6. Existing zoning classification of the parcel. _____
7. Adjacent land uses and zoning, and if the parcel is a part of a larger parcel,
boundaries of total land holding. _____
8. To facilitate determination of off-street parking needs and similar matters,
indicate the name and nature of the establishments proposed to occupy the
buildings if this has been determined, or indicate cases where exact occupancy
has not yet been determined. _____
9. North arrow and scale. (The scale shall not be less than 1" = 10' if the subject
property is less than 0.5 acres, 1" = 20' if less than 3 acres,
1" = 100' if 3 acres or more. _____
10. Area of the site in square feet and acres excluding all existing and proposed
public right-of-way. _____
11. Dimensions of all lots and property lines, showing the relationship of the subject
property to abutting properties and all required minimum setbacks from the existing
or proposed right-of-way and from adjacent properties. _____
12. Location and dimension of all existing and proposed structures on the subject
property and all existing structures within 100 feet of the subject property. _____
13. Location and right-of-way widths of all abutting streets and alleys
and driveway locations across abutting public streets. _____

14. Traffic and pedestrian circulation patterns, both within the site and on the public streets adjacent to the site and the proposed location, dimensions and cross section of any required pedestrian sidewalks. _____
15. Parking lots including layout and typical dimensions of parking spaces, following ordinance requirements for striping. Indicate number of spaces provided, including how computed (per ordinance requirements) and type of surfacing. (If carports, so designate.) _____
16. Existing ground elevations on the site of an appropriate grid or contours, including existing ground elevations of adjacent land within 100 feet of the subject property, existing building(s), drive and/or parking lot elevations or any adjacent unusual surface conditions. _____
17. Existing grade and proposed finish grade of buildings, driveways, walkways, and parking lots. _____
18. With residential proposals a site summary indicating the number and location of one-bedroom units, two-bedroom units, etc., typical floor plans with the square feet of floor areas, density computation, recreation facilities, open spaces, street names and lot coverage. _____
19. With non-residential proposals the number of offices, number of employees, the number of floors and typical floor plans and cross sections. _____
20. Proposed sanitary sewer structures and location of all existing utilities, easements, vacations and the general placement of lines, manholes, taps, pump stations and lift stations. _____
21. Proposed storm sewer facilities (sewers and appurtenances) including outlets (enclosed or open ditches) and proposed methods of storm water site retention and disposal _____
22. Sufficient on-site detention basin data and estimated run-off to permit review of feasibility and permanency of drainage detention/retention. _____
23. Proposed water service including any proposed tap-ins, main extensions or extensions for adequate fire hydrant spacing and/or considerations for extensions to loop other public water mains. _____
24. Locations of existing and proposed fire hydrants with reasonable access thereto for fire fighting, police and other emergency equipment. _____
25. Location and dimensions of rubbish storage areas and screening construction details. _____

- 26. Elevations of proposed buildings, including proposed building materials, color scheme, roof design, projections, canopies and overhangs, screen walls and accessory buildings, and any other outdoor or roof-located mechanical equipment, such as air conditioning, heating units and transformers that will be visible from the exterior. Please see enclosed architectural guidelines for additional information. (Note: All mechanical equipment must be screened.) _____
- 27. Easements for public right-of-way, utilities, access, shared access and drainage. _____
- 28. Notation of any variances which have been or must be secured. _____
- 29. Performance guarantees to be provided and amounts, type and terms. _____
- 30. Soil erosion and sedimentation control measures. _____
- 31. Detailed landscaping plan indicating location, types and sizes of material. A landscaping maintenance plan and schedule for pruning, mowing, watering, fertilizing and replacement of dead and diseased materials. Cross-section of any berms must be provided. (See landscape requirements in ordinance) _____
- 32. Location of all existing trees over 3 inches in diameter. _____
- 33. Dimensions and locations of all existing and proposed signs, free-standing signs, exterior lighting fixtures and shielding. _____
- 34. Types of soils and location of flood plain and wetland, if any. _____
- 35. All proposed screening and free-standing architectural walls, including typical cross-sections and the height above ground on both sides. _____
- 36. Location of any outdoor storage of material(s) and the manner in which it shall be screened or covered. _____
- 37. Information and special data which may be critical to the adequate review of the proposed use and its impacts on the site or City. Such data requirements may include traffic studies, market analysis, environmental assessments (including inventory and impact data on flora, fauna, natural resources, hazardous materials, erosion control and pollution), demands on public facilities and services and estimates of potential costs to the City due to failures as a basis for performance guarantees. If any of these items are not provided and deemed necessary by the, they will be required at the applicants expense _____
- 38. Other data which the City may reasonably deem necessary for adequate review. _____

SCHEDULE OF REGULATIONS

Sec. 78-296. Area, height, bulk and placement requirements for all zone districts.

Zoning Districts	Lot(i) Minimums		Maximum Building Height		Maximum Coverage of Lot by All Buildings (percent)	Minimum Setback Measured From Lot Line (feet)				Minimum Usable Floor Area Per Unit (square feet)
						Side Yards				
						Front Yard	Least One	Total of Two	Rear Yard	
R-1 single-family residential	8,000(a)	65(a)	2 1/2	30	25(a)	30(d)	5	13	35	(b)
R-2 single-family residential	10,000(a)	75(a)	2 1/2	30	25(a)	35(d)	8	16	35	(b)
R-3 multiple-family	c	100	2 1/2	35	30	30(d), (f)	10(e), (f)	30(e), (f)	35(f)	(c)
CS community service	--	--	2	35	--	35(d)	10	25	20	--
P parking	--	60	1	15	--	10(d), (h)	5(h)	10(h)	10(h)	--
O-1 office	--	--	2	25	--	25(d)	10(g)	20	30	--
C-1 neighborhood commercial	--	--	1	20	--	25(d)	20(g)	40	25	--
C-2 general commercial	--	--	2	30	--	25(d)	10(g)	20	25	--
I-1 limited industrial	--	--	1	30	--	25(d)	20	50	50	--

Note: see section 78-297, pertaining to notes to the schedule, for specifications assigned to lettered subsections. (Ord. No. 54A, § 13.01, 11-11-1987)

Sec. 78-297. Notes to schedule of regulations.

- (a) In the case of lots platted of record in the office of the register of deeds for the county, at the effective date of the ordinance from which this chapter is derived, where there is insufficient lot area to permit compliance with the minimum requirements of this division, the minimum requirements shall be as follows:

Zoning District	Lot Minimums		Maximum Coverage of Lot by All Buildings (percent)	Minimum Setback Measured From Lot Line (feet)				Minimum Floor Area per Unit (square feet)
				Side Yards				
				Front Yard	Least One	Total of Two	Rear Yard	
R-1	5,000	50	35	30	5*	13*	30**	See below**
R-2	6,000	55	35	35	5*	13*	30**	See below**

*The smaller required side yard shall be along the right-hand lot line as viewed from the street along the front lot line.

** Minimum floor area of the first floor in square feet (i.e., above ground level floor).

Zoning District	One-Story Dwelling	1 1/2-Story Dwelling	Two-Story Dwelling
R-1	950	925	875
R-2	1,075	975	900

- (b) Minimum floor area of the first floor in square feet (i.e., above ground level floor).

Zoning District	One-Story Dwelling	1 1/2-Story Dwelling	Two-Story Dwelling
R-1	1,000	970	900
R-2	1,200	1,050	1,000

Sec. 78-614.

Walls required on non residentially zoned or used property abutting public or residentially zoned or used lots.

Control bumpers, setbacks and appropriate landscaping are required for off-street parking areas which abut upon a street, alley, CS community service district or residential property. Lots which are utilized for nonresidential purposes, and not subject to the regulations of article V of this chapter, shall provide and maintain screening in accordance with the following regulations:

- (1) *Side.* Where the side lot line of property utilized for nonresidential purposes abuts public property or a single-family or multiple-family residential zone district in the same block, a wall shall be provided at a height of six feet above the parking area surface grade along such side lot line; provided, however, such wall shall be reduced in height to three feet above grade within 25 feet of any street line. This subsection shall not apply to those portions of property along the side lot line which are occupied by the building wall of the permitted buildings.
- (2) *Rear.* Where the rear lot line of property utilized for nonresidential purposes abuts CS or a single-family or multiple-family residential district in the same block and wherein there is no alley, a wall shall be provided at a height of six feet above the parking area surface grade along such rear lot line; provided, however, that such wall shall be reduced in height of three feet above grade within 25 feet of any street line. In the case where the rear lot line of property utilized for nonresidential purposes abuts a CS district or a residential zone district in the same block across an alley, a wall shall be provided at a height of six feet along such rear lot line. This subsection shall not apply to those portions of the rear lot line abutting an alley which is occupied by the building wall of the permitted buildings.

Sec. 78-615. Wall height.

Wherever in this chapter a wall is required, the wall shall be erected to a height not less than six feet and, in the case of screening a loading area, not more than eight feet as measured from grade.

Sec. 78-616. Wall, stone or brick facing.

(a) Wherever in this chapter a wall is required, the wall shall be stone, brick, faced with brick or precast concrete of an ornamental design.

(b) Whenever a wall is required to be constructed, such wall shall be constructed prior to the backfilling of any foundation or prior to any construction that extends above the foundation wall, whichever first occurs, in order to preserve the residential character and livability of the adjacent residential properties during the time of construction.

Sec. 78-631. Enclosure of roof appliances or accessories.

In all zone districts, roof appliances such as, but not limited to, cooling towers, air conditioners, heating apparatus, dust collectors, filters, transformers and any other such

appliance or apparatus, other than flagpoles, chimneys for carrying products of combustion and radio antenna towers shall be enclosed with opaque screens not less in height than the height of the highest appliance, as measured from the plane of the roof surface upon which the screen device is mounted to the top of the highest appliance. However, if the screening device is mounted on the top of the parapet or other part of the building facade which extends above the roof surface, the height of the parapet or other part of the building facade extending above the roof surface and the screening device is equal to the height of the highest appliance, such walls may be lowered to permit passage of air for cross ventilation, but shall be adequate to totally screen such equipment from view. The design of the screening device shall be compatible with the architectural design of the building upon which it is located.

Sec. 78-632. Time limit for landscape requirements and plant materials, buffer strip standards and right-of-way planting.

(a) *Generally.* Whenever landscaping treatment is required, it shall be in accordance with the specific use as mentioned in this section. All plant materials shall be installed within six months of the date of issuance of a temporary certificate of occupancy. In the instance where such completion is not possible, a cash bond, letter of credit or corporate surety bond in an amount equal to the estimated cost of the landscape plan or portion thereof will be deposited in accordance with article II, division 7 of this chapter.

(b) *Buffer strip planting.* Whenever a buffer strip is required by this chapter or as a requirement of site plan or special approval, or permitted, it shall be installed so as to provide, within a reasonable time, an effective barrier to vision, light, physical encroachment and sound. Maintenance shall be required to ensure its permanent effectiveness. Specific planting requirements are:

- (1) The planting area will be no less than 7.5 feet in width.
- (2) A minimum of one evergreen tree shall be planted at 20-foot intervals, and shall have a minimum height of six feet at planting.
- (3) A minimum of five grouped evergreen shrubs shall be placed between or around the spaced evergreens, at four-foot intervals with a minimum of three feet in height.
- (4) Berms required shall be at least two feet in height and shall have a slope no greater than 1:2.5, i.e., one foot of vertical rise for each 2.5 feet of horizontal distance. The top of the berm shall be landscaped with two rows of evergreen trees. See subsection (b)(3) of this section. Planting in each row shall be staggered so that an uninterrupted vegetative screen is created.
- (5) For each 60 feet of buffer strip planting, at least two spring flowering trees shall be planted. Each such tree shall be substituted for a required evergreen tree. The remaining ground surface area shall be seeded, sodded or planted with ground cover. Innovation and design of landscaping and berm placement is encouraged.
- (6) The owner of landscaping required by this section shall perpetually maintain such landscaping in good condition so as to present a healthy, neat and orderly

appearance, free from refuse and debris. All diseased and/or dead material shall be removed within 30 days following city notification and shall be replaced within the next appropriate planting season or within one year, whichever comes first.

If the owner fails to maintain the landscape area in a neat and orderly manner, free from debris, the building official shall mail to the owner a written notice setting forth the manner in which there has been failure to maintain such landscaping and require that the deficiencies of maintenance be cured within 30 days from the date of such notice. If the deficiencies set forth in the notice shall not be cured within 30 days, or any extensions thereof granted by the city planning commission, the city shall have a right to enter upon such property and correct such deficiencies and the costs thereof shall be charged, assessed and collected pursuant to this Code.

- (7) In instances where healthy plant materials exist on a site prior to its development, the planning commission may adjust the application of the standards of this section to allow credit for such plant material if such an adjustment is in keeping with, and will preserve, the intent of this chapter.

(c) *Plantings, soil and drainage requirements.* Whenever landscaping is required, the plant materials will be installed in fertile soil with good surface drainage and provided maintenance as required to ensure their health and permanence.

Cross reference(s)--Vegetation, ch. 74.

Sec. 78-633. Sidewalks and bikeways.

For all developments requiring site plan approval, either a new public sidewalk or bikeway, or the reconstruction of existing sidewalks or bikeways, shall be required to be constructed to city standards for the perimeter of the lot which abuts a major, intermediate or collector street as defined in the city master plan. New or reconstructed sidewalks or bikeways shall be aligned with existing or proposed sidewalks or bikeways.

Sec. 78-636. Dumpsters or outdoor trash receptacles.

(a) Outdoor trash containers shall be permitted in all districts, except single-family residential, provided that they comply with the following requirements:

- (1) Adequate vehicular access shall be provided to such containers for truck pickup, either via a public alley or vehicular access aisle which does not conflict with the use of off-street parking areas or entrances to or exits from principal buildings nearby.
- (2) A solid ornamental wall or screening fence shall be provided around all sides of trash containers which shall be provided with a gate for access and be of such height as to completely screen such containers, the maximum height of which shall not exceed six feet.

- (3) The trash containers, the screening wall or fence and the surrounding ground area shall be maintained in a neat and orderly appearance, free from rubbish, wastepaper or other debris. This maintenance shall be the responsibility of the owner of the premises on which the containers are placed.
- (4) All dumpsters shall be constructed in compliance with all city, county and state health ordinances and statutes.

(b) Temporary outdoor trash containers may be permitted in all districts as needed during construction in accordance with a validly issued building permit, provided that the building permit shall specify the type of trash containers to be used during construction, their proposed location and when they are proposed to be removed.

(Ord. No. 54A, § 16.39, 11-11-1987)

Cross reference(s)--Solid waste, ch. 54.

NON RESIDENTIAL ARCHITECTURAL DESIGN CHECKLIST

Date/Revision Date of Site Plan	Times Reviewed	Project Name/Location
Reviewed By	Date	Application Number/Community
Applicant/Designer	Telephone Number - Applicant	

INTRODUCTION

The Architectural Design Guidelines are in the form of a point rating system. The applicant or representative should assess the front facade of the proposed building using this form.

Method of Evaluation

The design standards are not intended to promote buildings that appear uniform and similar. Variety and creativity in design are encouraged. The standards are structured in a point rating system, with desirable architectural elements given positive points and undesirable elements given negative points.

The points assigned for each category are weighted according to its importance. The standards apply to all nonresidential building facades with the facade facing a public road, private road, or water body being more heavily weighted.

Buildings shall be judged by the following scale:

- 59 points or less = Unacceptable
- 60-69 = Passing
- 70-79 = Satisfactory
- 80-89 = Good
- 90-99 = Very Good
- 100 or points = Excellent

The minimum acceptable score is:

- 60 points for I-1 District
- 80 points for C-2 District
- 90 points for C-1 and O-1 Districts.

In the case of remodeled buildings, the Planning Commission will receive recommendations from the City Staff, and have the discretion to modify the minimum acceptable scores. A determination will be made on the acceptability of the proposed architectural improvements with due consideration given to existing building materials, layout and limitations imposed by them.

I. BUILDING MATERIAL

Objective: *Select materials possessing durability and aesthetic appeal.* Building Materials - Scoring method: For primary exterior material composing more than 60% of the facade (including window area), the point allocation for that material should be doubled. For example, for a building consisting primarily of brick (+16 points x 2 = +32 points) with split face block accents (+4 points), the total score would be 36 points. The score for each facade shall be averaged with the facade facing a public road, private road, or water body being double weighted.

Exterior Wall Material* (see table A)	I-1	C-2	C-1 O-1	Score
Brick masonry	+16	+16	+16	
Concrete slab (e.g., poured-in-place, tilt-up construction)	+10	+10	+4	
Concrete masonry units				
Split face block	+4	+4	+2	
Scored block	+2	+2	+0	
Ground-face block	+2	+2	+0	
Smooth face block	-4	-4	-8	
Metal siding				
Standing seam panels	-12	-12	-12	
Aluminum siding	-20	-20	-20	
Architectural grade	+8	0	0	
Exterior Insulation Finish System (e.g., "dryvit"), scoring depends on the location of the finish on the exterior wall as follows:				
8 or more feet above approved grade	+2	+2	+0	
4 to 8 feet above approved grade	-6	-6	-6	
Less than 4 feet above approved grade	-10	-10	-10	
Stone (e.g., limestone, granite)	+12	+12	+12	
Wood (lap, board and batten, shake)	0	+6	+6	
Vinyl	-6	-2	-0	
T-111 and other wood panel siding	-20	-20	-20	
Subtotal:				

II. WINDOWS

Objective: *Windows are the main element contributing to an inviting facade. They give visual interest to a facade. Provide a large quantity of attractive windows on a facade that fronts a street.*

Characteristic	M-1	C-2	C-1 O-1	Score
A. Percentage of front facade composed of windows				
More than 30%	+20	+20	+20	
20 - 29%	+10	+10	+10	
10 - 19%	-10	-10	-10	
Less than 10%	-20	-20	-20	
B. Window shapes				
Rectangular, including square	+4	+4	+4	
Palladian (rectangular window with a half-circular top)	+4	+4	+4	
Circular or octagonal other than decorative gable windows	-8	-8	-8	
Diamond	-8	-8	-8	
C. Proportions of window openings (width-to-height)				
Horizontal - more than 4:1 proportion (e.g., ribbon window)	+4	+2	+2	
Horizontal - 2:1 to 4:1 proportion	+4	+2	+2	
Horizontal - square to 2:1 proportion	+4	+2	+2	
Vertical - square to 1:2 proportion	+4	+4	+4	
Vertical - more than 1:2 proportion	-8	-8	-8	
D. Glazing				
Clear	+0	+4	+4	
Tinting - green, blue, bronze, smoke	+4	0	0	
Tinting - all other colors	-4	-4	-4	
Subtotal:				

III. ARCHITECTURAL FEATURES

Objective: *Include architectural features on the building facade that provide texture, rhythm, and ornament to a wall.*

Description: There are two categories of architectural features. The first category consists of compositional elements, that is, architectural features that contribute to dividing the elevation into interesting parts. Horizontal compositional elements include a cornice and a base, which

give the facade a top and a bottom. Vertical compositional elements include pilasters and columns, which give the facade a sense of rhythm. The second category includes decorative elements, which contribute to the visual appeal of the facade.

Architectural Features	M-1	C-2	C-1 O-1	Score
Compositional Elements:				
Roof cornice	+4	+4	+4	
Contrasting base	+4	+4	+4	
Contrasting masonry courses, water table, or molding	+4	+4	+4	
Pilasters or columns	+4	+6	+6	
Corbeling	+4	+4	+4	
Contrasting band of color	+2	+2	+2	
Stone or ceramic accent tiles	+2	+2	+2	
Downspouts and gutters	-8	-12	-12	
Decorative Elements				
Wall clock	+4	+4	+4	
Decorative light fixtures	+4	+6	+6	
Door or window canopies - canvas or metal	+2	+2	+2	
Door or window canopies - vinyl	-8	-8	-8	
Signage integrated with the architecture	+4	+4	+4	
Signage that appears tacked onto building	-4	-4	-4	
Subtotal:				

IV. COLORS

Objective: *Select natural and neutral colors that are harmonious with both the natural and man-made environment. Stronger colors can be used as accents to provide visual interest to the facade.*

Characteristic	M-1	C-2	C-1 O-1	Score
Primary Color (covers more than 60% of surface area)				
Neutral - earth tones (sand to brown), grays	+8	+8	+8	
Traditional (e.g., brick red)	+8	+8	+8	
Light, subdued hues (e.g., salmon)	+4	+4	+4	
White	0	0	0	
All other colors	-12	-12	-12	

Accent Color				
Accent color is compatible with primary color	+8	+8	+8	
Bright colors (e.g., purple, orange, bright pink, lime)	-10	-10	-10	
Fluorescent colors	-20	-20	-20	
Method of Application				
Color is natural to material	+4	+4	+4	
Color is pigmented within material	+2	+2	+2	
Color is painted onto material	0	0	0	
Subtotal:				

V. BUILDING FORM

Objective: *Provide an interesting form to a building through manipulation of the building massing. This can be achieved through certain roof types, rooflines, and massing elements such as towers, cupolas, and stepping of the building form.*

Characteristic	M-1	C-2	C-1 O-1	Score
Roof Type				
Pitched, e.g., gable, hip, shed (at least 4 inches of vertical rise per 1 foot of horizontal run)	+8	+8	+8	
Mock gable roof	+2	+2	+2	
Flat	0	0	0	
Mansard or mock mansard	-8	-8	-8	
Barrel (e.g. Quonset hut structure)	-16	-16	-16	
Standing seam metal roof	+2	+2	+2	
Dormer windows	0	+2	+2	
Vertical masses - tower, cupolas, chimneys	+4	+4	+4	
Curved or stepped walls	+2	+2	+2	
Wall projections (e.g., vestibules that project from the plane of the wall)	+2	+2	+2	
Subtotal:				

VI. COMPOSITION

Objective: *It is not sufficient to include the desired architectural elements on a facade, but to arrange them in a harmonious and balanced manner. The following category provides weight to the architectural composition of the building.*

Characteristic	M-1	C-2	C-1 O-1	Score
The overall composition of the facade is judged on the relationship of all of the elements listed above, i.e., how they relate in proportion, scale, arrangement, and balance. The score is on a scale of 0 to 20.	+20 possible			
Subtotal:				

VII. ECO-FRIENDLY BUILDING DESIGN

Objective: *To encourage the use of eco-friendly or “green” building materials and design, which contribute to sustainable development and environmental preservation such as reduced ozone depletion, energy conservation, water conservation, reduced toxic waste emissions etc. The points in the following category will not count towards the total score, but will be considered towards the overall rating of the building. Use of eco-friendly design and materials will provide weight in determining the overall architectural standard of the building, even if the points in some other criteria are not adequately met.*

Characteristic	M-1	C-2	C-1 O-1
Use of green building materials such as bamboo, cork and reclaimed wood.	+20 possible		
Use of double glazed glass (conserves energy costs by up to 30%).			
Use of natural building finishes (paints made from clay, lime, marble, mineral pigments etc.)			
Use of other sustainable eco-friendly building materials and design. Please specify.			
Score:			

TOTAL SCORE: _____

TABLE A

The following schedule regulating exterior building materials shall apply to all structures. Some materials are more suited for commercial and office developments while others work better in an industrial setting in terms of durability and functionality. Therefore, the percentages listed below are intended as a guideline while designing building architecture and not strict requirement. The schedule will work in conjunction with Sub-section I. Building Materials of the Architectural Point Rating System.

Maximum Permitted Percentage of Materials	100	75	50	25
MASONRY/STONE:				
Face (clay) Brick	X			
Glazed Brick	X			
Ceramic Tile			X	
Split Ribbed Block (fluted block)				X
Granite		X		
Marble		X		
Limestone		X		
CONCRETE:				
Precast (patterned)				X
Formed in Place				X
METALS:				
Flat Sheets (aluminum, porcelain, stainless steel or other metal siding)			X	
Stranding Seam				X
Ribbed Panels				X
VINYL:				
Vinyl Siding				X
GLASS:				
Tinted			X	
Reflective			X	
Glass Block				X
WOOD:				
Wood Siding (not including T-111)		X		
FINISHES:				
Cementitious (textured or patterned)			X	
Stucco				X
Cement Plaster				X