



## DESIGN PRINCIPLES & STANDARDS DESIGN REVIEW CHECKLIST

Development Services Department

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Desk Hours • Monday – Thursday 7:30am – 5:00pm • Friday 7:30am – 4:00pm

### ***Purpose of Checklist:***

The City Council of the City of Woodinville is committed to design review of all development except single-family homes. The Council adopted Design Principles and Standards to guide development in the City to ensure that commercial, industrial, and multi-family developments constructively serve those who work, shop, live and recreate in commercial areas of the City. The purpose of this checklist is to provide information to help you and the City assure compliance with adopted design principles and to expedite review of your project so that approval processes are not delayed by design review.

### ***Instructions for Applicants:***

The design review checklist asks you to which sections apply to your project and to describe how the proposed development addresses each design principle. The checklist will require other documents to be attached (such as drawings and written descriptions) for a complete description when addressing design principles. You are asked to describe how the principle is addressed in your submission and indicate where the principle is addressed. The City will use the checklist to identify and evaluate conformance of the proposed project with the applicable design principle.

You are asked to address applicable principles accurately and carefully, to the best of your knowledge. Where the design principles provide for an option or options, identify option(s) selected and how each selected option has been addressed in documents submitted. Complete descriptions now may avoid unnecessary delays.

The checklist applies to all parts of your proposal, even if the development is phased. The City may ask you to explain your answers, or provide additional information reasonably related, to determining compliance with design principles. Consult the applicable Commercial Design Standards found in Woodinville Municipal Code (WMC) Sections 21.14.371 through 21.14.950 and the City of Woodinville Industrial Design Guidelines and the Multi-family Design Guidelines.

### ***I. Project Information:***

Name of proposed project:

Name of applicant:

Name, address and phone number of applicant and contact person:

Date checklist prepared:

Proposed project timing:

Design review phase - see phases in Design Review Procedures (WMC Section 21.14.320) for Schematic Design Review or Permit Document Development Design Review):

## II. DESIGN PRINCIPLES ANALYSIS

Under each major section, please indicate subsection numbers how each specific principle is addressed. If the principle does not apply to your project, indicate why. Indicate where on the plans the specific items are located.

### A. Site Planning

1. Relationship to Street Front (See WMC Section 21.14.371):

2. Interior Yard Compatibility (See WMC Section 21.14.380):

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**A. Site Planning continued**

3. Multiple Building/Large Lot Developments (See WMC Section 21.14.390):

4. Mechanical Equipment & Service Area (See WMC Section 21.14.400):

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**A. Site Planning continued**

5. Biofiltration Swales (See WMC Section 21.14.500):

6. Street Corners (See WMC Section 21.14.600):

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**A. Site Planning continued**

➤ **(MULTIFAMILY, GENERAL BUSINESS, INDUSTRIAL ONLY)**

7. Open Space/Recreation:

➤ **(MULTIFAMILY ONLY)**

8. Safety:

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**A. Site Planning continued**

9. Site Lighting (See WMC Section 21.14.700):

**B. Pedestrian Amenities**

1. General Pedestrian Requirements (See WMC Section 21.14.800):

2. Pathways thru Parking Lots (See WMC Section 21.14.810):

**B. Pedestrian Amenities continued**

3. Sidewalk – Size and Materials (See WMC Section 21.14.820):

4. Pedestrian Amenities (See WMC Section 21.14.830):

**B. Pedestrian Amenities continued**

5. Internal Pedestrian Paths and Circulation (See WMC Section 21.14.840):

6. Pedestrian Activity and Plazas (See WMC Section 21.14.850):

**B. Pedestrian Amenities continued**

7. Residential Open Space (See WMC Section 21.14.851):

**C. Vehicular Access and Parking**

1. Vehicle Access and Circulation (See WMC Section 21.14.860):

**C. Vehicular Access and Parking continued**

2. Parking Reductions (See WMC Section 21.14.870):

3. Vehicle Entrances (See WMC Section 21.14.880):

**D. Building Design**

1. Building Design – Character (See WMC Section 21.14.890):

2. Human Scale (See WMC Section 21.14.900):

**D. Building Design continued**

3. Architectural Scale (See WMC Section 21.14.910):

4. Building Corners (See WMC Section 21.14.920):

**D. Building Design continued**

5. Building Details (See WMC Section 21.14.930):

6. Materials (See WMC Section 21.14.940):

**D. Building Design continued**

7. Blank walls (See WMC Section 21.14.950):

➤ (MULTIFAMILY, GENERAL BUSINESS, INDUSTRIAL ONLY)

8. Mechanical Equipment and Service Areas:

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**D. Building Design continued**

➤ (MULTIFAMILY ONLY)

9. Community Scale:

**E. Landscape Design**

1. Landscape Concept:

2. Preferred Plant Material:

**E. Landscape and Site Design continued**

**3. Parking Lot Landscaping:**

**4. Retention of Significant Trees:**