



# Work Session Memorandum

## PLANNING DIVISION COMMUNITY & NEIGHBORHOODS

To: Salt Lake City Historic Landmark Commission  
From: Anthony Riederer, Principal Planner  
801-535-7625 or anthony.riederer@slcgov.com  
Date: February 2, 2016  
Re: **New Construction -PLNHLC2016-00950**  
**580 North 300 West**

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This is a request from Kevin Blalock, project architect, representing the developer, for a Work Session with the Historic Landmark Commission to review a proposal for new construction of a mixed use multi-family development at approximately 580 North 300 West, in Salt Lake City. The site is zoned R-MU and within the H Historic Preservation Overlay of the Capitol Hill Local Historic District.

This is the first time the proposal is before the Historic Landmark Commission and the applicant is seeking feedback and guidance to help refine the proposal and provide direction so they can consider informed revisions prior to a formal review and decision by the Historic Landmark Commission at a future date. No application will be approved or denied at this meeting.

### **Work Session**

Following discussions with Staff, a work session was requested by the applicant. The Commission should review the information in the Memo, hear the presentation by the applicant, and be prepared to address the point identified below.

Additionally, the applicant should be clear that participating in a work session with the Historic Landmark Commission does not guarantee an approval when the project comes before a public hearing. The issues raised will need to be addressed to sufficiently meet the standards and guidelines for approval.

### **The Commission is being asked to review and discuss these proposals, and to:**

- a) **Give direction to the applicant in regards to the new proposal.**
- b) **Confirm whether information currently submitted would be sufficient for the Commission to reach conclusions, and identify additional information required for further analysis.**
- c) **Confirm whether the proposal follows the adopted standards and guidelines.**
- d) **Provide feedback regarding the height, massing, material and detailing.**
- e) **Identify any additional concerns not raised by this memo.**

### **Attachments:**

- A. Application Information (Project Description, Site Plans, Elevations)
- B. Standards & Design Guidelines for New Construction in a Historic District
- C. R-MU Zoning Standards
- D. Work Session Template

## PROJECT DESCRIPTION

### Background

This project is the continuation of the redevelopment of the Marmalade Block, as managed by Salt Lake City's Redevelopment Agency. The first phase, the construction of the new Marmalade Branch library was completed in early 2016. The design of the project is informed both by Salt Lake City's Standards for New Construction in Local Historic Districts as well as by a set of Urban and Landscape Design Guidelines created by the RDA for this project. Those design guidelines are available at the following link: <http://www.slclda.com/marmalade/MarmaladeBlockRFQ/Parcel3/DesignGuidelines.pdf>

### Site Overview

The entire development site currently consists of a combined area of approximately 2.08 acres entirely within the Capitol Hill Local Historic District Overlay. The length of the combined properties, which are currently vacant, is approximately 535 feet (along 300 West). The depth of the properties varies, as per adjacent property lines but is generally between 200 feet and 210 feet.



*West elevation (facing 300 West)*

### Façade Articulation

The proposed development consists of three distinct residential buildings set upon a shared podium with two levels of parking. Along 300 West, these residential buildings range in height from 68 feet to 75 feet. The facades are articulated with projections, relief, and balconies of a range of dimensions. Also along the 300 West façade, the parking podium is wrapped with commercial and live-work spaces, with some additional commercial spaces lining the main walk between 300 West and the interior of the property.



*Dimensions of Façade Articulation, southwest corner of Building 1*

### Site Design

The design encloses a public plaza that, ultimately will act as shared space between the subject development, the Marmalade Branch library to the south, and planned townhomes to the east. In addition to the previously addressed walkway through the property, the plaza will be accessible by public walkway from both 500 North and 600 North.



*Aerial Perspective from southeast, showing courtyard*

### Mass and Scale

The residential portion of the project has been expressly designed to break up the overall mass and to give the impression of three distinct, but interrelated, buildings. Likewise materials and detailing are employed to break up the vertical mass of the development into three distinct sections: the base (or podium), middle section, and top. The facades are further articulated by modest undulations of the building surface, as well as significant punched common balconies, each featuring material differentiation from the façade as a whole. At the street level, along 300 West, a number of two story live/work units contribute to the activation of the sidewalk and create visual relief and interest.



*Southwest perspective (looking north, along 300 W)*



## Materials

The design features fairly wide palette of exterior materials. Currently proposed materials are brick, stucco, concrete fiber panels, textured metal cladding, and prodema – a wood-like material. Balcony and over-looks are enclosed by either glass or steel railings, depending on location and purpose of space.

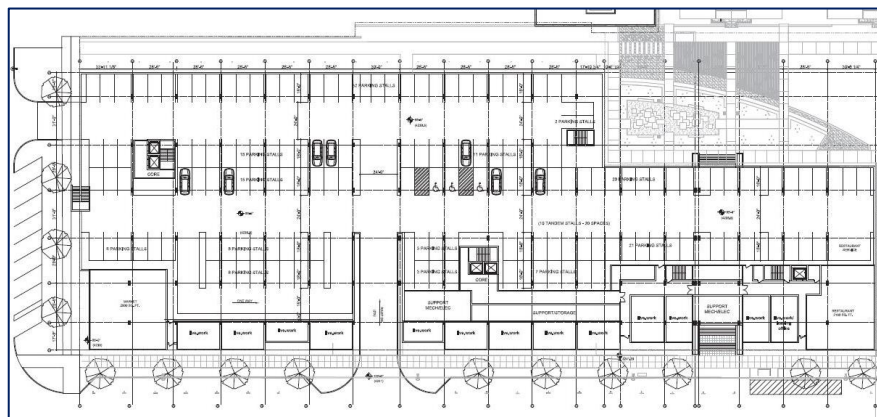


*Northwest perspective (looking south, along 300 W)*

The proposed windows in residential spaces are sliding, or otherwise operable, vinyl windows of various (generally vertical) proportions. The windows on the commercial and live/work portions of the building are indicated as “storefront” window and door assemblies. Although it is not perfectly clear from the applicants submitted materials, generally this would indicate cladding in aluminum or other durable material.

## Parking

Parking for the development is to be housed almost completely within the building podium, with a few new diagonal parking stalls being suggested along 600 North, adjacent to the proposed ‘market’ space. Access to the parking decks is provided off of 300 West and 600 North. The ability to have a drive access off of 300 West will have to be approved by UDOT.



*First level parking plan*



## **ORDINANCE DESIGN STANDARDS & DESIGN GUIDELINES FORE NEW CONSTRUCTION**

New construction Design Standards are defined by chapter 21A.34.020.H, which addresses three aspects of contextual design – Scale& Form, Composition of Principal Facades and the Relationship to Street. The Design Guidelines of Historic Apartment and Multifamily Buildings, Chapter 12 on New Construction, illustrate more detailed advice and guidance on new construction design to meet the standards. (See Attachment B for related Guidelines and New Constructions Standards and Attachment C for the requirements of the base zone)

### **KEY ISSUES:**

From an initial analysis of the proposed development, the following key issues have been identified as potential further discussion points:

#### **Issue 1: Encroachment into Required Yards and Relationship to Adjacent Contributing Historic Properties**

In order to maintain appropriate parking circulation in the podium levels, the northeast-most portion of the structure currently encroaches into the required rear yard setback. Within the current design, the residential portion of the building rises in approximately the same plane as the parking podium, up to a height of approximately 65 feet. The area of this encroachment is directly adjacent to a historically contributing two-story single family home. Given the scale of the proposed design, the building might visually overshadow the contributing property. This same potential area of concern can be seen in how the north façade of the property relates to the contributing single-family houses across 600 North.



Potential solutions include allowing the encroachment of the parking podium by granting a Special Exception for a reduced rear yard setback, but requiring the proposed residential structure to step back from the required yard and 600 North facade or reducing the height of the structure in the area of the concern.

#### **Issue 2: Character of the Surrounding Development**

The site is situated at the edge of the Capitol Hill Local Historic district and is surrounded within a context of a variety of construction periods and styles. The uses include single family homes, multi-family residential, and commercial spaces. Care has been taken to divide the residential portion of the building into discrete elements, rather than one ‘monolithic’ structure. That said, the parking podium will create a fairly solid street wall at the ground level.

Ultimately, this site and the design of the proposed structure, like the Marmalade Branch library before it, will help to become the context for future redevelopment and construction for the surrounding properties on both 300 West and, potentially, on 600 North.

### Issue 3: Detailing and Design of Walls at Ground Level

One of the requirements of the base zoning is that, “the maximum length of any blank wall uninterrupted by windows, doors, art or architectural detailing at the first floor level shall be fifteen feet (15’)”. There are a number of instances in the current design where this requirement is not being met, with one example indicated below. This provision applies to all facades of the building, including those along the east edge of the property, which serves as a walkway providing access from 600 North to the public plaza.



The HLC has the authority to determine that this level of articulation would create a building that is not appropriate to the context and grant relief from that provision. Failing that, some discussion of appropriate strategies for compliance would be welcome.

### Issue 4: Windows and Window Detailing

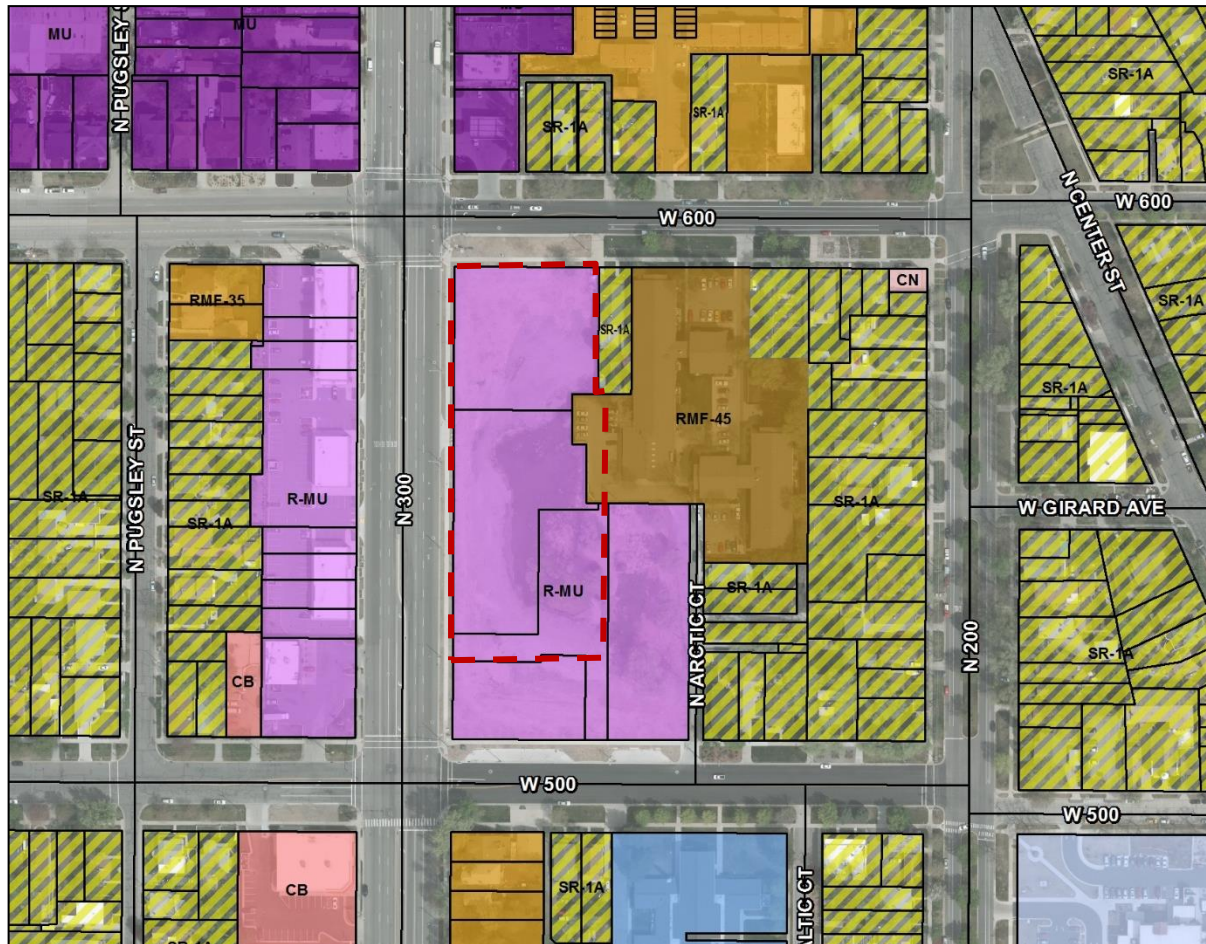
The pattern and solid to void ratio depicted in the renderings and elevations seems appropriate and to offer sufficient visual interest and variety. The materiality of the residential windows is indicated as “vinyl” without additional product information, apart from dimensions and operability. This is a product that is not commonly considered representative of the district as a whole and may not be appropriate on public-facing facades. There may be some flexibility on this point, as the majority of these windows will be higher off the ground, beginning at the third floor and above.

If vinyl is deemed an appropriate material in these applications, the depth of window reveal and the detailing around the window apertures will be paramount in ensuring the creation of areas of light and shadow on the façade. This is an important consideration as relates to creating visual interest and giving the facades additional dimensional qualities.



## THE SITE AND ADJACENT BUILDINGS

The site for the proposed development is property located immediately north to Salt Lake City's new Marmalade branch library located at approximately 580 North 300 West. The entire site is zoned R-MU (Residential Multi-Family) and located within the Capitol Hill Local Historic District and, hence, subject to the H (Historic Preservation Overlay District) zoning regulations.



An overlay district is intended to provide supplemental regulations or standards pertaining to specific geographic features or land uses, wherever these are located, in addition to "base" or underlying zoning district regulations applicable within a designated area. Whenever there is a conflict between the regulations of a base zoning district and those of an overlay district, the overlay district regulations shall control.

The purpose of the H historic preservation overlay district is to:

1. Provide the means to protect and preserve areas of the city and individual structures and sites having historic, architectural or cultural significance;
2. Encourage new development, redevelopment and the subdivision of lots in historic districts that is compatible with the character of existing development of historic districts or individual landmarks;
3. Abate the destruction and demolition of historic structures;
4. Implement adopted plans of the city related to historic preservation;
5. Foster civic pride in the history of Salt Lake City;
6. Protect and enhance the attraction of the city's historic landmarks and districts for tourists and visitors;
7. Foster economic development consistent with historic preservation; and
8. Encourage social, economic and environmental sustainability.

The subject property is at the western edge of the Capitol Hill Local Historic District. The site is currently vacant, and has been rezoned for the purpose of, and is indicated in adopted master plans as the intended site for, a significant catalytic project for the neighborhood by Salt Lake City's Redevelopment Agency. The elevation of the site decreases toward the south and west and increases in elevation toward the north and east.

Some of the properties to the north (across 600 North) are listed as contributing to the Capitol Hill Historic District. Additionally, the property immediately adjacent to the northeast corner of the site (253 West 600 North) is contributing to the district. Other properties to the east of the site, though they are within the Capitol Hill Historic District are out of period or non-contributing.

The properties to the west (across 300 West) are outside the Capitol Hill Historic District and are fairly contemporary in design and construction. Finally, the property immediately to the south of the site is Salt Lake City's new Marmalade Branch library, which is extremely contemporary in design.

The base zoning of the subject property is R-MU (Residential, Mixed Use) and the site is surrounded by a number of different zoning classifications:

- The adjacent zoning to the west (across 300 West) and south is R-MU.
- To the north (across 500 North, properties are zoned both MU (Mixed Use) and SR-1A (Special Development Pattern, Residential).
- To the east, properties are zoned both SR-1A and RMF-45 (Residential Multi-Family, Medium Density).

The base R-MU zoning has a minimum lot width of 50 feet for multi-family dwellings and no minimum lot area. There is no required front, or side yards for multi-family dwellings. The required rear yard is 25% of the depth of the lot, but need not exceed 30 feet. In this zoning district, the building shall not exceed 75 feet in height, except in certain circumstances – none of which apply to this specific project.

The base zoning also imposes some specific requirements on the design of the building and site:

- The site must have not less than 20% of the area maintained as open space.
- The first floor elevation facing a street shall not have less than forty percent (40%) glass surfaces.
- The maximum length of any blank wall uninterrupted by windows, doors, art or architectural detailing at the first floor level shall be fifteen feet (15').

The Historic Landmark Commission has the authority to further restrict building height, grant additional height and modify lot and bulk standards if it determines that such restrictions or allowances would support a design compatible with the character of the site and district.



## SITE AND CONTEXT PHOTOGRAPHS



*Aerial View of Site with Development Areas*



*Project Site, looking southeast from intersection of 300 West and 600 North*





*Development Context, across 300 West from Project Site*



*Historic homes, directly across 600 North from northern edge of project site*





*Historic home, directly adjacent to northeast edge of project site*



*Project Site, looking northwest from intersection of 300 West and 500 North*

## **ATTACHMENT A: APPLICATION INFORMATION**

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# HP: Major Alteration & New Construction

SALT LAKE CITY PLANNING

## OFFICE USE ONLY

Project #:	Received By:	Date Received:	Zoning:
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Project Name:

## PLEASE PROVIDE THE FOLLOWING INFORMATION

Request:

Address of Subject Property: 600 North 300 West (exact address to be established by SLC)

Name of Applicant: Kevin Blalock	Phone: 801-532-4940
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Address of Applicant: 250 East 100 South, SLC, UT 84111

E-mail of Applicant: kevinb@blalockandpartners.com	Cell/Fax: 801-597-3900 (C)
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Applicant's Interest in Subject Property:

☐ Owner ☐ Contractor ☒ Architect ☐ Other:

Name of Property Owner (if different from applicant): ClearWater Homes - Micah Peters

E-mail of Property Owner: micah@clearwaterhomesutah.com	Phone: 801-599-1839 (C)
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Please note that additional information may be required by the project planner to ensure adequate information is provided for staff analysis. All information required for staff analysis will be copied and made public, including professional architectural or engineering drawings, for the purposes of public review by any interested party.

## AVAILABLE CONSULTATION

Planners are available for consultation prior to submitting this application. Please call (801) 535-7700 if you have any questions regarding the requirements of this application.

## WHERE TO FILE THE COMPLETE APPLICATION

Mailing Address: Planning Counter PO Box 145471 Salt Lake City, UT 84114	In Person: Planning Counter 451 South State Street, Room 215 Telephone: (801) 535-7700
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## REQUIRED FEE

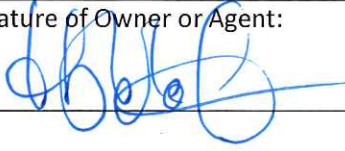
Major Alteration: Filing fee of \$31, plus additional cost of postage for mailing notice.  
New Construction: Filing fee of \$248, plus additional cost of postage for mailing notice.

## SIGNATURE

Updated 2/20/15

If applicable, a notarized statement of consent authorizing applicant to act as an agent will be required.

Signature of Owner or Agent:



Date:

01 DECEMBER 2016

## SUBMITTAL REQUIREMENTS

Staff Review

☐☒

**1. Project Description** (please attach additional sheet)

Written description of your proposal and any Special Exception requested

See attached document.

**2. Drawings to Scale**

☐☒

One paper copy (24" x 36")

☐☒

A digital (PDF) copy

☐☒

One 11 x 17 inch reduced copy of each of the following

**a. Site Plan**

☐☒

Site plan with dimensions, property lines, north arrow, existing and proposed building locations on the property. (see *Site Plan Requirements* flyer for further details)

**b. Elevation Drawing**

☐☒

Detailed elevation, sections and profile drawings with dimensions drawn to scale

☐☐

Show type of construction, materials

☐☐

Design and dimension for details such as railings, posts, roofing, siding, porch, windows, etc

☐☐

Show section drawings of windows and doors if new windows and doors are proposed

**c. Streetscape Drawings** (for new construction)

☐☒

Streetscape drawn to scale at a minimum 1: 80

Drawing should include 100 feet on both sides of the subject property and show height, width, and building separation of the existing surrounding buildings and how it relates to the proposed work (if access to properties is limited, a photographic streetscape is allowed)

Updated 2/20/15

- ☐ ☐ If the new construction does not meet the front yard setback, graphically show the front yard setbacks of the block face (all buildings on one side of block between two intersecting streets)

**3. Photographs**

- ☐ ☐ Historic photographs of existing building(s) if available  
(contact the Salt Lake County Archives at (385) 468-0820 for historic photographs)
- ☐ ☐ Current photographs of each side of the building
- ☐ ☐ Close up images of details that are proposed to be altered



Staff Review

**4. Materials**

☐☒

List of proposed building materials

☐☐

Provide samples and/or manufactures brochures were applicable

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**INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED**

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☒

I acknowledge that Salt Lake City requires the items above to be submitted before my application can be processed. I understand that Planning will not accept my application unless all of the following items are included in the submittal package.

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Updated 2/20/15

## marmalade mixed-use development

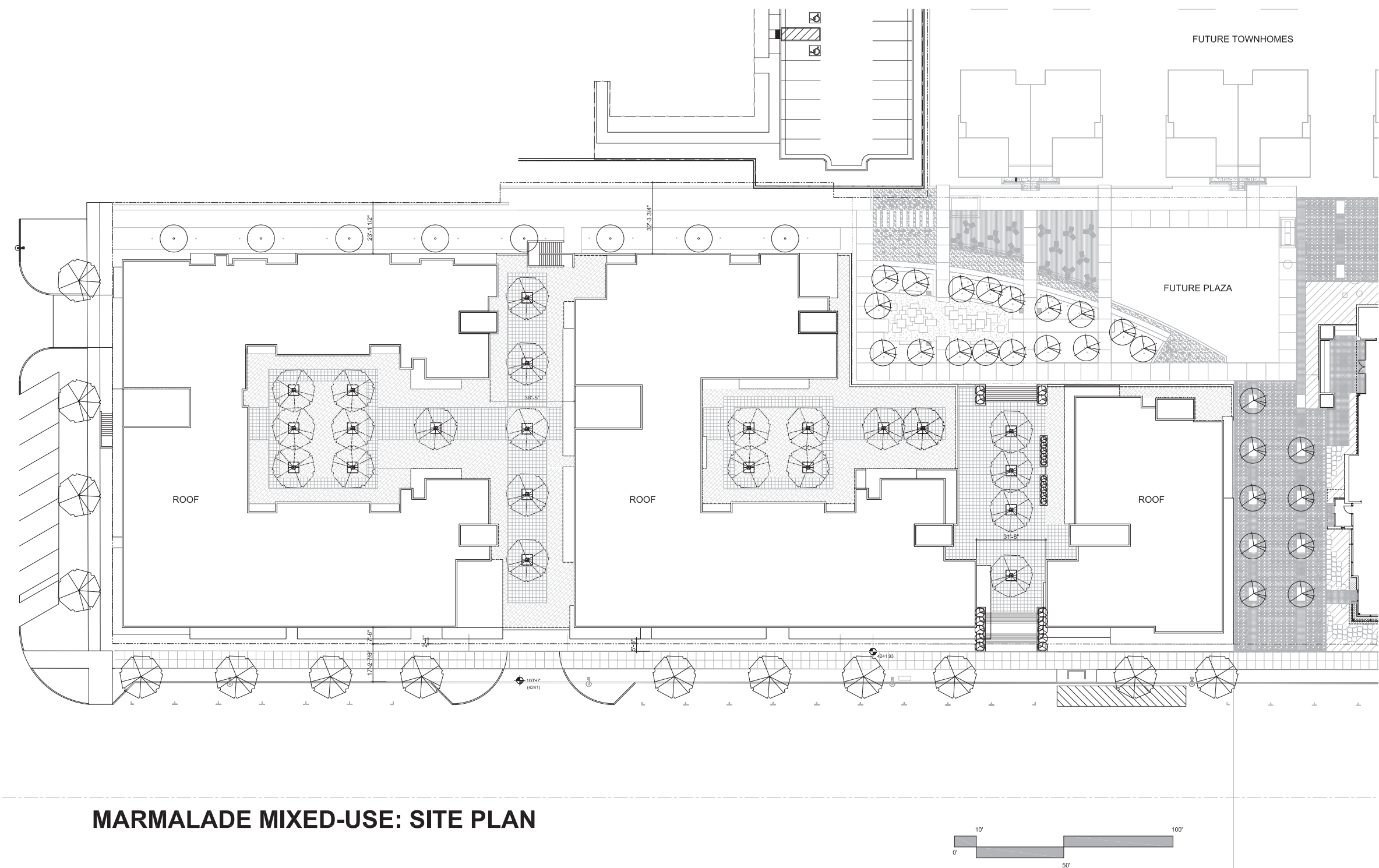


### Historic Landmark Commission Application

2016 November 30



**SLCRDA**



MARMALADE MIXED-USE: SITE PLAN

**blalock**  
and  
PARTNERS  
architectural design studio  
307 West 200 South Suite 4003  
Salt Lake City, UT 84101  
T: 801.532.4940  
F: 801.606.7194

The designs shown and described herein including all technical drawings, graphic representations & models thereof, are proprietary & can not be copied, duplicated, or commercially exploited in whole or in part without the sole and express written permission from Blalock & Partners, LLC.

contractor  
revisions  
date: 2016 November 30  
project no.: HLC Review project

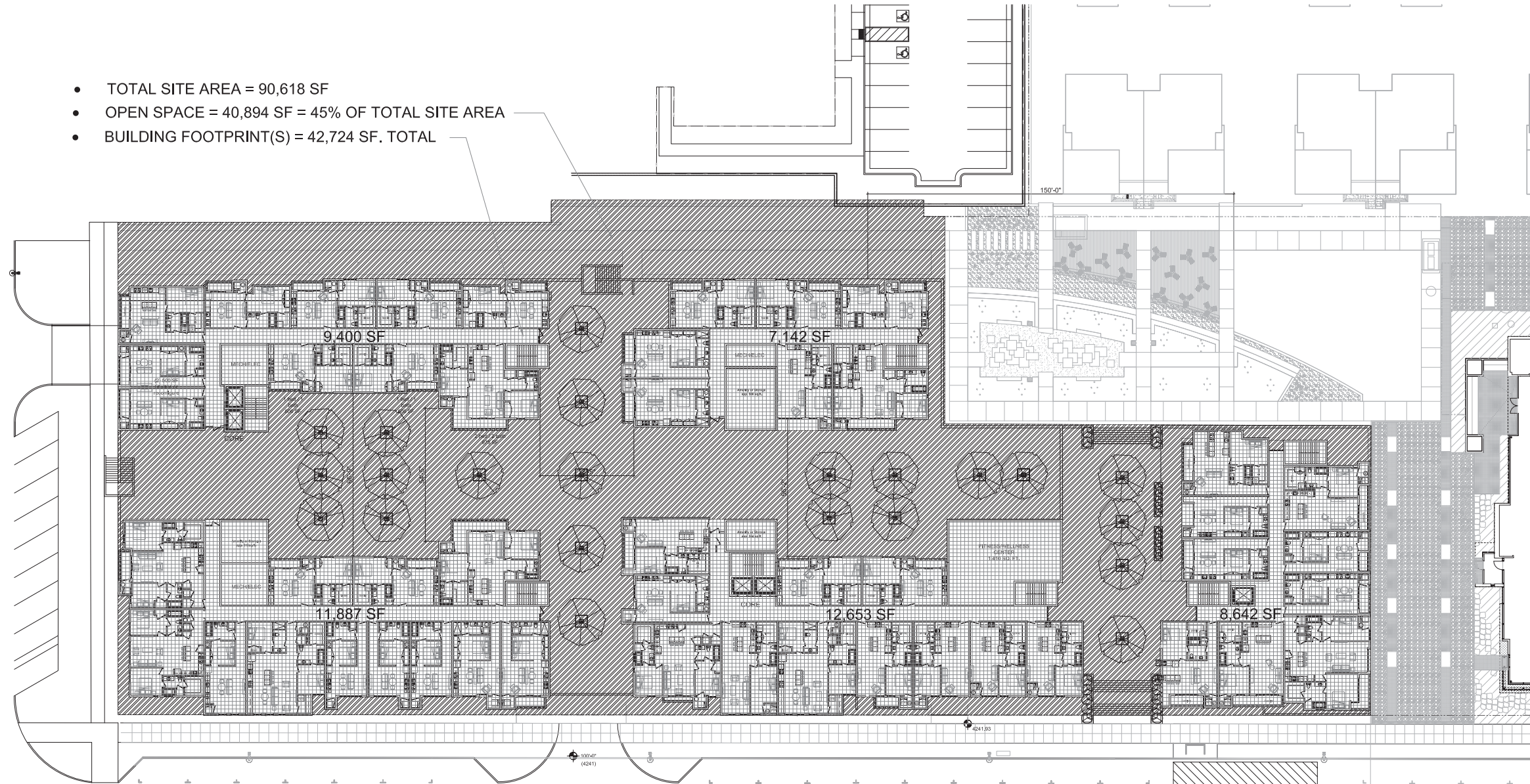
Marmalade Mixed-Use Development  
300 West 500 North - 600 North - SLC, UT - 84103  
RDA • Clearwater • Blalock & Partners

SITE PLAN  
AS101





- TOTAL SITE AREA = 90,618 SF
- OPEN SPACE = 40,894 SF = 45% OF TOTAL SITE AREA
- BUILDING FOOTPRINT(S) = 42,724 SF. TOTAL



## MARMALADE MIXED-USE: OPEN SPACE CALCULATION

**blalock and PARTNERS**  
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**Marmalade Mixed-Use Development**  
300 West 500 North - 600 North - SLC, UT - 84103

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OPEN SPACE  
CALCULATION  
**AS101A**

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revisions

date: 2016 November 30  
project no.:  
H L C R e v i e w  
project

**Marmalade Mixed-Use Development**  
300 West 500 North - 600 North . SLC . UT . 84103

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PARKING  
LEVEL 1  
**AE001**





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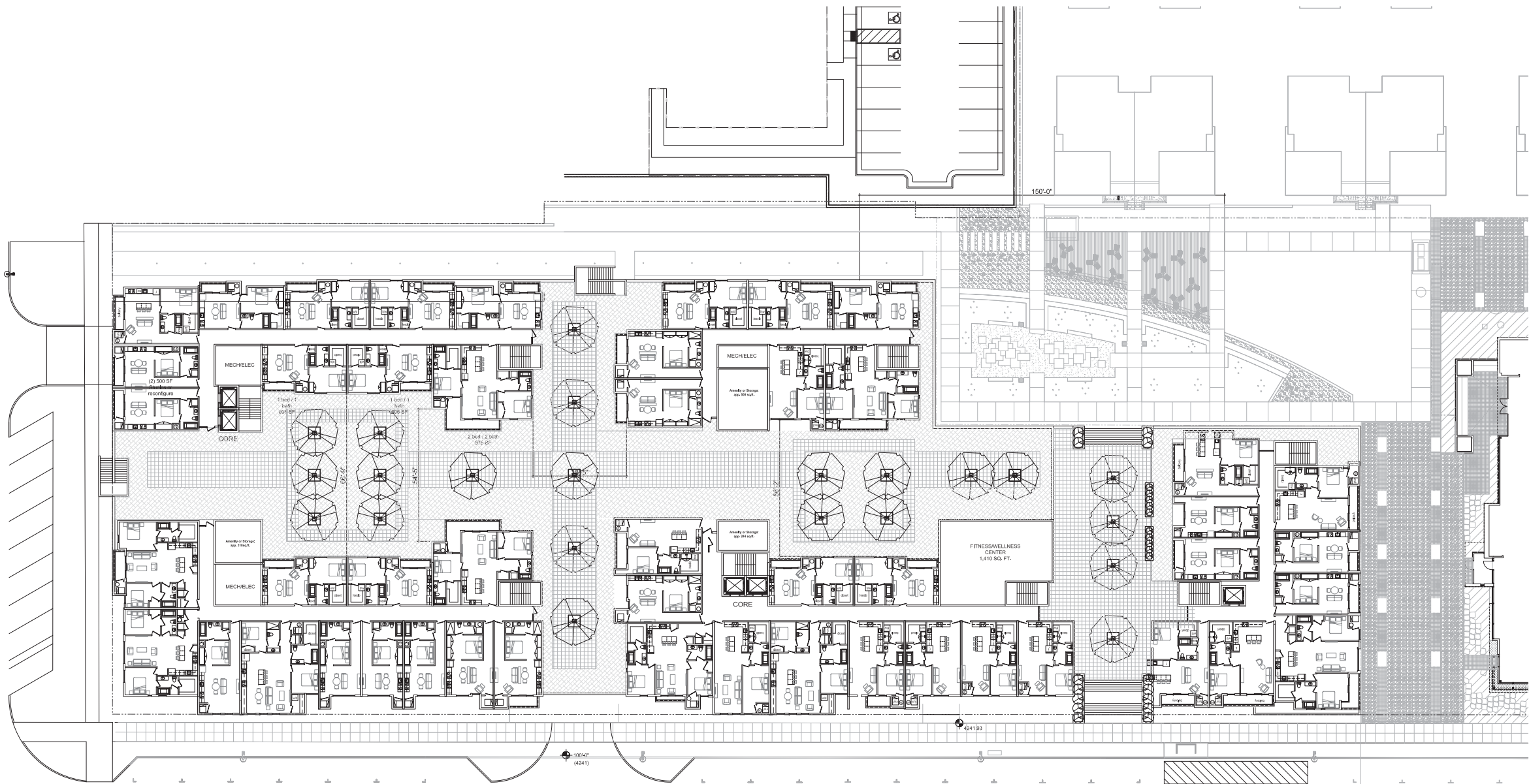
date: 2016 November 30  
project no.:  
HLC Review  
project

**Marmalade Mixed-Use Development**  
300 West 500 North • 600 North • SLC • UT • 84103

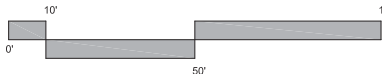
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PARKING  
LEVEL 2  
**AE002**





MARMALADE MIXED-USE: RESIDENTIAL LEVEL 01



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and  
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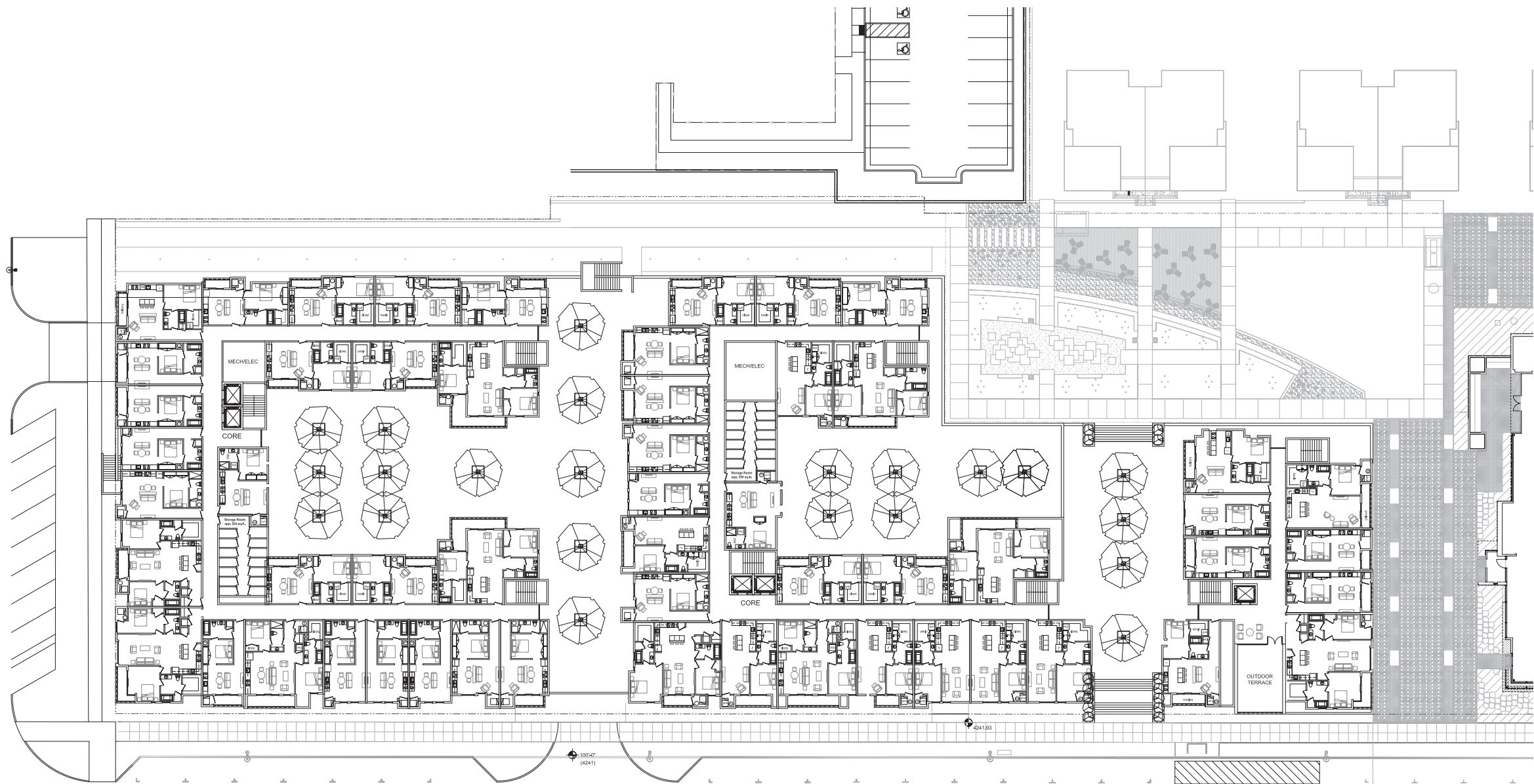
Marmalade Mixed-Use Development  
300 West 500 North - 600 North - SLC - UT - 84103

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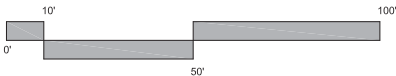
RESIDENTIAL  
LEVEL 1  
**AE101**







MARMALADE MIXED-USE: RESIDENTIAL LEVEL 02



307 West 200 South Suite 4003  
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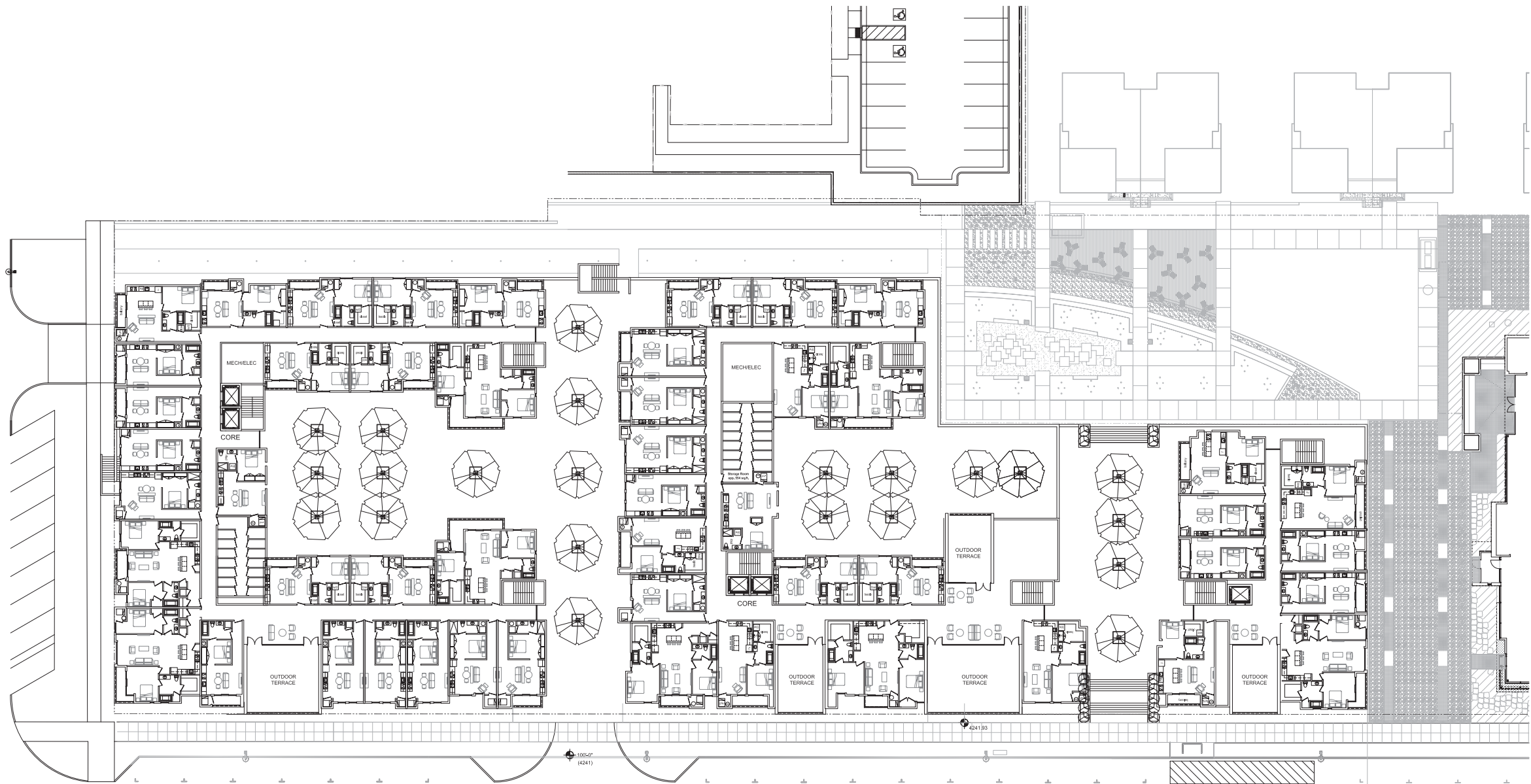
project

Marmalade Mixed-Use Development  
300 West 500 North - 600 North, SLC, UT, 84103

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RESIDENTIAL  
LEVEL 2  
AE102





MARMALADE MIXED-USE: RESIDENTIAL LEVEL 03

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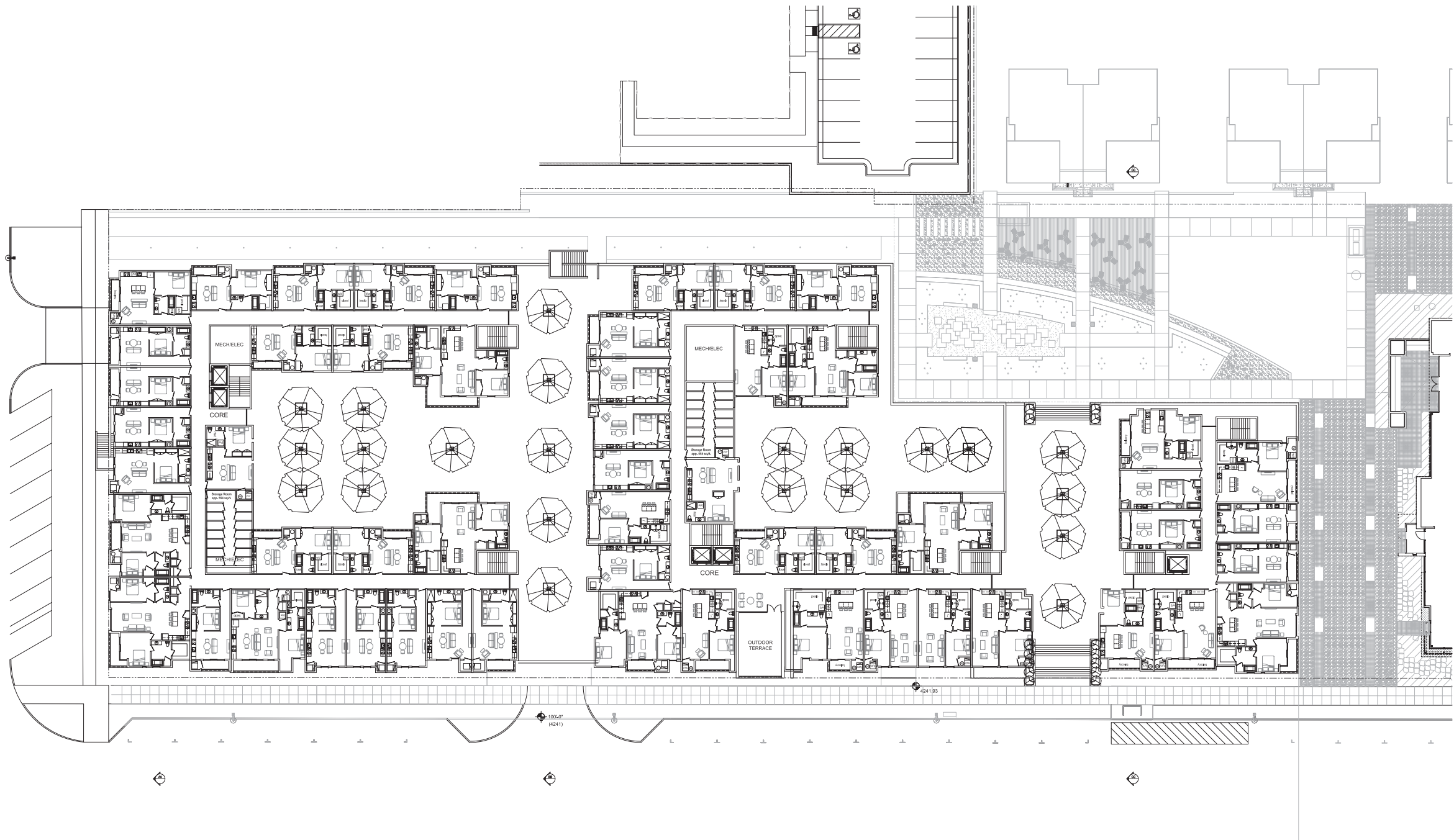
Marmalade Mixed-Use Development  
300 West 500 North - 600 North .SLC. UT .84103

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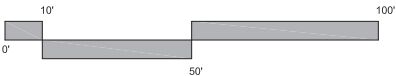


RESIDENTIAL  
LEVEL 3  
**AE103**





MARMALADE MIXED-USE: RESIDENTIAL LEVEL 04



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and  
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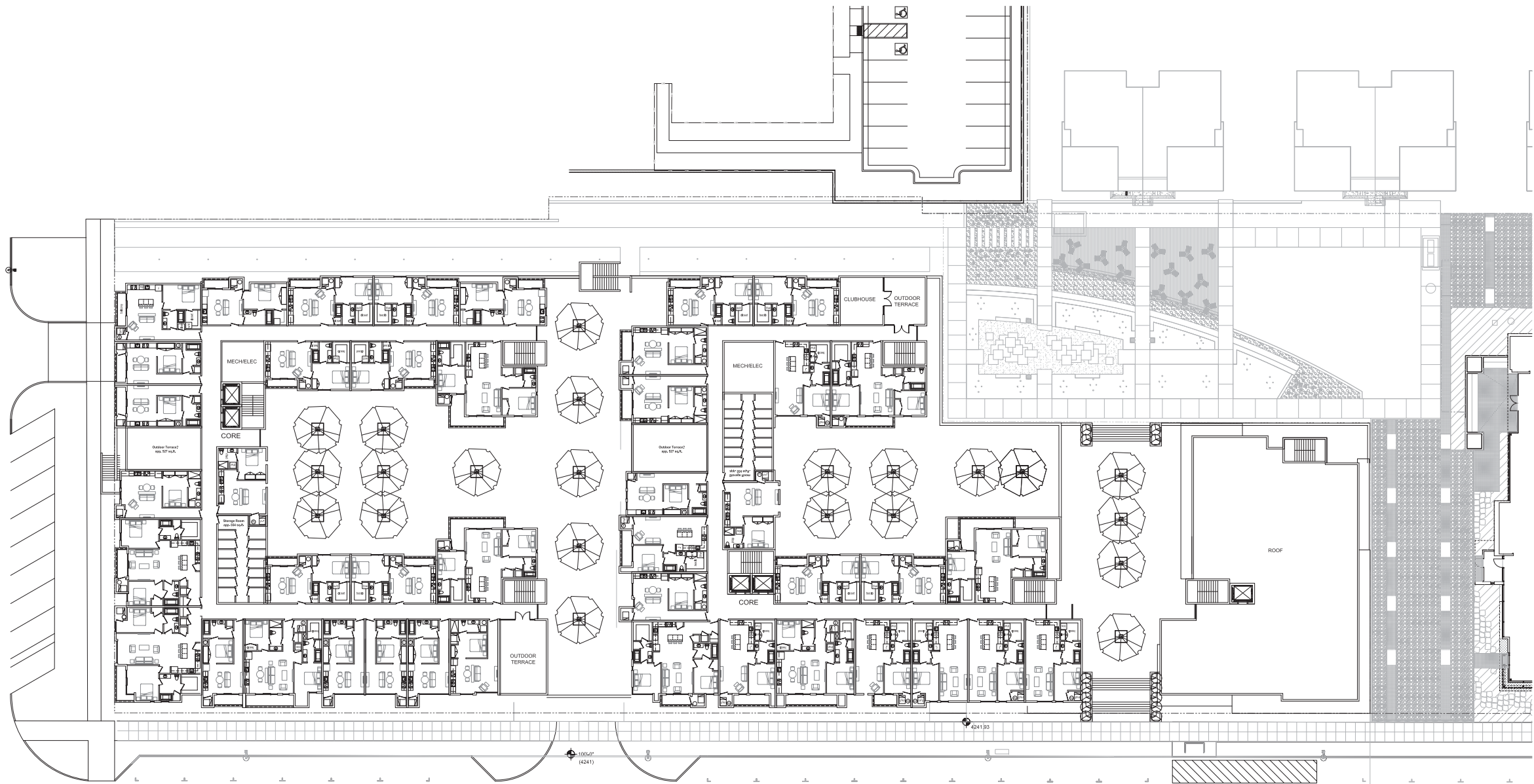
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project no.: HLC Review project

Marmalade Mixed-Use Development  
300 West 500 North - 600 North .SLC. UT .84103

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RESIDENTIAL  
LEVEL 4  
**AE104**





MARMALADE MIXED-USE: RESIDENTIAL LEVEL 05

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**Marmalade Mixed-Use Development**  
300 West 500 North - 600 North . SLC . UT . 84103  
**RDA • Clearwater • Blalock & Partners**

RESIDENTIAL  
LEVEL 5  
**AE105**



and  
**blalock**  
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Marmalade Mixed-Use Development  
300 West 500 North - 600 North - SLC - UT - 84103

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ELEVATIONS  
BUILDING 1  
**AE201**



B1 - East Elevation  
SCALE: 1/16" = 1' - 0"



B1 - North Elevation  
SCALE: 1/16" = 1' - 0"



B1 - West Elevation  
SCALE: 1/16" = 1' - 0"



B1 - South Elevation  
SCALE: 1/16" = 1' - 0"



and  
PARTNERS

blalock

architectural design studio

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B2 - West Elevation

SCALE: 1/16" = 1' - 0"

contractor

revisions

date: 2016 November 30  
project no.: HLC Review project



B2 - North Elevation

SCALE: 1/16" = 1' - 0"



B2 - East Elevation

SCALE: 1/16" = 1' - 0"

Marmalade Mixed-Use Development  
300 West 500 North - 600 North - SLC, UT - 84103

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ELEVATIONS  
BUILDING 2  
AE202





B2 - South Elevation

SCALE: 1/16" = 1' - 0"



B2 - Section at South Courtyard

SCALE: 1/16" = 1' - 0"



B2 - Section at East Courtyard

SCALE: 1/16" = 1' - 0"



B2 - Section at West Courtyard

SCALE: 1/16" = 1' - 0"

and  
**blalock**  
PARTNERS  
architectural design studio  
307 West 200 South Suite 4003  
Salt Lake City, UT 84101  
T: 801.532.4940  
F: 801.606.7194

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contractor

revisions

date: 2016 November 30  
project no.: HLC Review project

Marmalade Mixed-Use Development  
300 West 500 North - 600 North - SLC, UT - 84103

RDA • Clearwater • Blalock & Partners

ELEVATIONS  
BUILDING 2  
**AE203**

building 3 elevations



B3 - West Elevation

SCALE: 1/16" = 1' - 0"



B3 - North Elevation

SCALE: 1/16" = 1' - 0"



B3 - East Elevation

SCALE: 1/16" = 1' - 0"

and  
**blalock**  
PARTNERS  
architectural design studio  
307 West 200 South Suite 4003  
Salt Lake City, UT 84101  
T: 801.532.4940  
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project no.:

HLC Review project

Marmalade Mixed-Use Development  
300 West 500 North - 600 North - SLC - UT - 84103

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ELEVATIONS  
BUILDING 3  
AE204





B3 - South Elevation

SCALE: 1/16" = 1' - 0"



B3 - Section at South Courtyard

SCALE: 1/16" = 1' - 0"



B3 - Section at East Courtyard

SCALE: 1/16" = 1' - 0"



B3 - Section at West Courtyard

SCALE: 1/16" = 1' - 0"

**blalock**  
and  
PARTNERS  
architectural design studio  
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Salt Lake City, UT 84101  
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P: 801.606.7194

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contractor

revisions

date: 2016 November 30  
project no.: HLC Review project

Marmalade Mixed-Use Development  
300 West 500 North - 600 North, SLC, UT - 84103

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ELEVATIONS  
BUILDING 3  
AE205





LEVEL ONE ELEVATION = 792 SF TOTAL AREA  
GLASS = 543 SF

B1 - West Elevation

SCALE: 1/16" = 1' - 0"



LEVEL ONE ELEVATION = 1,592 SF TOTAL AREA  
GLASS = 675 SF

B3 - West Elevation

SCALE: 1/16" = 1' - 0"



LEVEL ONE ELEVATION = 1,715 SF TOTAL AREA  
GLASS = 708 SF

B2 - West Elevation

SCALE: 1/16" = 1' - 0"



LEVEL ONE ELEVATION = 787 SF TOTAL AREA  
GLASS = 236 SF

B3 - North Elevation

SCALE: 1/16" = 1' - 0"

\* 4,922 SF TOTAL ELEVATION AREA\*  
2,162 SF TOTAL GLASS AREA  
2,162/4,922 = 44%

and  
**blalock**  
PARTNERS  
architectural design studio  
307 West 200 South Suite 4003  
Salt Lake City, UT 84101  
T: 801.632.4940  
F: 801.606.7194

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revisions

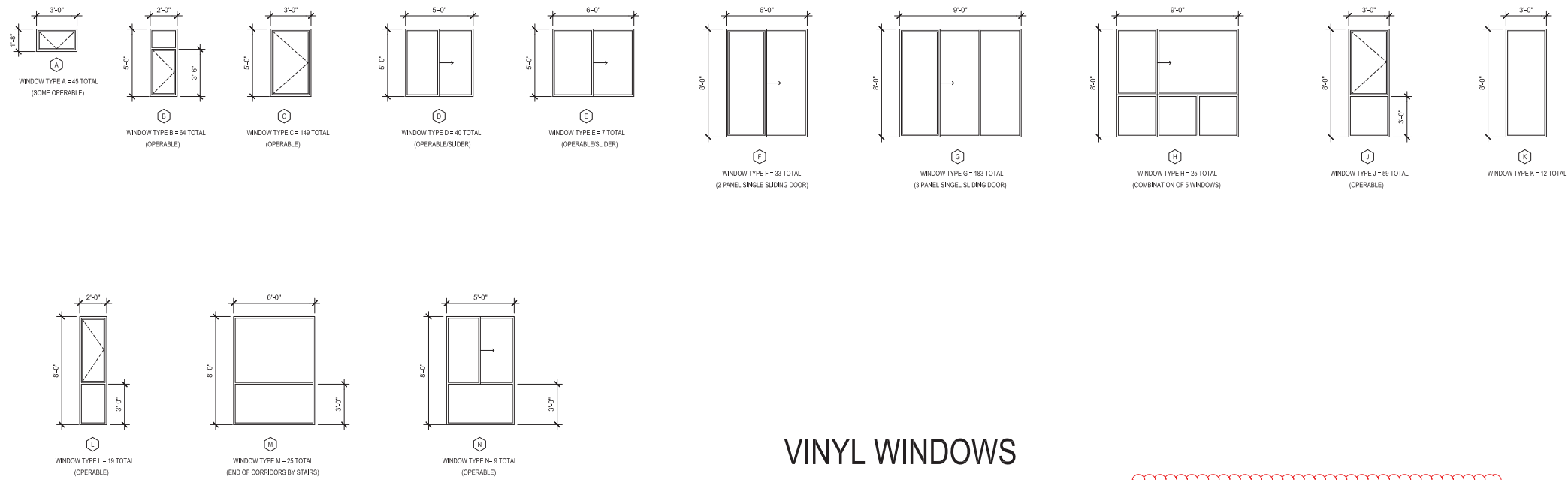
date: 2016 May 16  
project no.: 15.tb.d  
Schematic Design  
project

Marmalade Mixed-Use Development  
300 West 500 North - 600 North - SLC, UT - 84103

RDA • Clearwater • Blalock & Partners

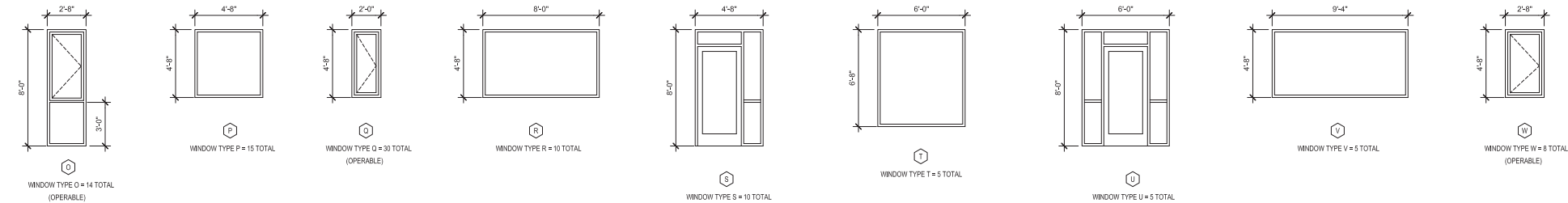
ELEVATIONS  
GLASS CALCS  
AE206





VINYL WINDOWS

ALL WINDOWS WILL BE SET BACK OFF THE EXTERIOR FACE OF BUILDING AS FAR AS CONSTRUCTION TYPE WILL ALLOW TO PROVIDE AS MUCH RELIEF ON THE FACADE AS POSSIBLE.



STOREFRONT WINDOWS

and  
**blalock**  
PARTNERS  
architectural design studio  
307 West 200 South, Suite 4003  
Salt Lake City, UT 84101  
T: 801.532.4940  
F: 801.606.7194

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contractor

revisions

date: 2016 May 16  
project no.:  
Schematic Design  
project

Marmalade Mixed-Use Development  
300 West 500 North - 600 North - SLC - UT - 84103

RDA • Clearwater • Blalock & Partners

WINDOW  
SCEDULE  
**AE602**

Exterior Window Types





West Elevation - Overall





Building One- West Elevation





Building Two - West Elevation





Building Three - West Elevation





East Elevation - Overall



600 North Elevation - Overall from 200 West to Pugsley Street





Building One - South Elevation





East Plaza Aerial





East Plaza Aerial





West Aerial





Southwest Perspective





Northwest Perspective Looking South





Northwest Perspective Looking East





300 West Perspective





Northwest Corner Bldg 3





Southwest corner Bldg 3/ Northwest Corner Bldg 2





Southwest corner Bldg 2/ Northwest Corner Bldg 1





Southwest corner Bldg 1





Plaza Experience



Third West Experience



Plaza II Experience



North Library Plaza Perspective





North Stair



Plaza II Perspective



Plaza II Experience



Plaza II Experience













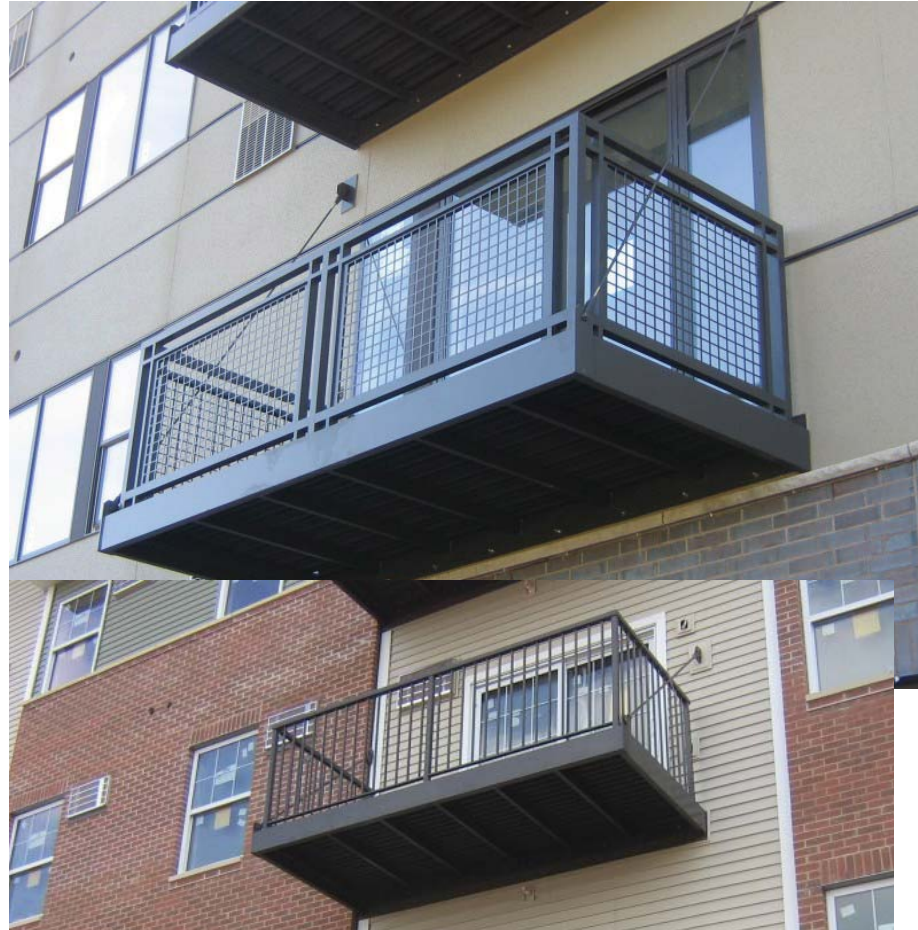












30 November 2016

Salt Lake City Planning  
451 South State Street, Room 215  
Salt Lake City, UT 84111

**RE: Marmalade Mixed-Use – Project Description**

### **1. Project Description:**

The Marmalade Mixed-Use project is a seven-story private development located at approximately 600 North 300 West in Salt Lake City, UT. The project is conceived as the second phase of a public/ private development within the Marmalade district. The project consists of two levels of structured parking with 4-5 levels of residential above. The parking is concealed on the 3 sides by retail, restaurants and live/work units along 300 West and 600 North, and provides approximately 260-285 parking stalls. The residential portion of the project is divided up into 3 distinct and separate buildings, and provides approximately 260-285 units consisting of studio, 1 bedroom and 2 bedroom options. The project incorporates public and private terraces and plazas including a public gathering space that links 300 West to RDA developed plaza on the west side of the property.

### **Applicable Codes & Information:**

International Building Code (IBC) 2015  
International Energy Conservation Code (IECC) 2009  
International Fire Code (IFC) 2009  
National Fire Code (NFPA) 72 2010  
State Amended Fire Code R710-9-1  
ICC / ANSI 117.1 2009  
ADA Accessibility Guidelines 2010

This mixed-use project will have multiple occupancy classifications base on the International Building Code. The two story parking structure and NW corner market will be classified as S2 (Low-Hazard Storage), the residential levels along 300 West and above the parking levels will be R-2 (Residential) and the restaurant on the SW corner will be A-2 (Assembly). After reviewing the code and looking at the occupant loads, the first two levels of the project (parking structure and live/work residential) will most likely fall into construction type IIB with the residential levels above being type IIIB based upon the inclusion of a fire sprinkler system and the allowable area increase for frontage on a public way.

The Owner has provided the design team with a current site survey which indicates buried and overhead utility lines, as well as the site's current topography. Blalock and Partners recently completed the new Marmalade Library branch located directly south of the mixed-use site. A geotechnical report was conducted for the library project and the City undertook some dewatering and re-grading efforts to stabilize the ground conditions as the library construction was taking



place. With these efforts, our structural engineer is currently evaluating the best approach for supporting the building.

### **Sustainability:**

The Mixed-Use Design Team is required to achieve LEED Silver certification with the new project, which will be registered with the US Green Building Council under the LEED 2009 version, New Construction category.

### **Historical Requirements:**

The project is sited within the historic Marmalade District and, therefore, must seek to respect the context and character of the area. The proposed site for the project has been vacant for over a decade, with only the recently completed Marmalade Library providing immediate context. In the fall of 2012, Salt Lake City amended and formally adopted the *Design Guidelines for Historic Commercial Properties & Districts in Salt Lake City*. This document served as a reference for developing the exterior of the Marmalade Library and will do the same for the new Mixed-Use project. Among the particular aspects of the project relating to the *Design Guidelines*, the current design achieves the following:

- The project “recognizes, reinforces and enhances the sense of place associated with a particular urban setting”.
- The primary facades and building entry are oriented toward the major streets; 500 North and 300 West.
- The setbacks are respected allowing pedestrian space, landscaping and a public plaza to reinforce the neighborhood pattern.
- The building location reinforces the connection to the northern Library plaza and eastern RDA proposed public plaza.
- The building massing, scale and form respect the existing and proposed streetscape. Since the project is the second phase of the block development, it is important that the architectural development maintain a relationship in its scale and massing to the civic Marmalade Library.
- The project reinforces a sense of human scale. Though the project is meant to have a strong identity and presence, the architectural detailing, materials and texture provide a comfortable relationship to the human scale.
- Continuous storefront glazing at certain areas of the base of the building provides a strong relationship to commercial buildings in the area, as well as lending vibrancy to the street and providing daylighting to the live/work units along 300 West.
- There is a strong distinction between the first two-three floors, as a base level, and the upper floors and roof. All of which, work collectively to establish a hierarchy of architectural expression.

### **Architectural Development - Floor Plans:**

Current Floor Plans have been provided with this Submittal. As a summary, the first two floors contain parking for the residential units above. These two levels also provide a Market at the NW corner and a Restaurant pad at the SW corner of the project as well as numerous support

spaces. Live/work units bridge the market and restaurant components along 300 West at the ground floor level. The upper levels of the project consist of 3 separate residential buildings. These have been labeled as buildings B1, B2 and B3. Building B1 is the furthest south and has the smallest footprint. B2 is in the middle and B3 is at the northern end. Above the parking levels at Residential level 1, all three buildings are connected by outdoor terrace space for the project's tenants. Between buildings B1 and B2 is a public plaza that connects 300 West with the proposed RDA plaza at the eastern side of the site. This plaza will provide public access to the project's fitness/wellness center as well as access to a few small micro offices and a proposed art gallery.

#### **Architectural Development – Exterior:**

The exterior design includes cost-effective, low-maintenance building materials which relate strongly in color, texture and character to the surrounding Marmalade context. Dark, typical sized brick provides a 2-3 story continuous base for the project. Above that, the residential levels are clad in cement board panels, a true stucco finish and a combination of different profiled and colored metal panels. Each residential building has an outdoor terrace space of 1-2 stories. These spaces are easily identified as large boxes on the exterior elevations and are clad in a true wood material such as Prodema. The “eyebrow” portions of each building up at the roof level have the soffit clad in this material as well.





All Western Windows  
2047 S. Painter Lane, Suite B  
West Haven, UT 84401  
Tel: 801-393-2505  
Fax: 801-627-1845  
[www.plygemwindows.com](http://www.plygemwindows.com)

QUOTE EXPIRES

Quote Not Certified

**BILL TO:**

**SHIP TO:**

**KIER CONST.**

MARMALADE APTS

QUOTE #	QUOTE DATE	LOAD DATE	SHIP DATE	QUOTED BY
2818444	5/20/2016	Load Date Not Set	0001-01-01	Ike Eisenhower
JOB NAME		CUSTOMER PO#		

LineItem #	Description
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1-1 Product Pro Series 700 Awning

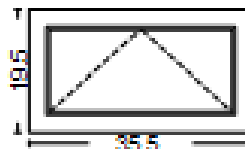
**Qty:** 45

**Room Location:**

TYPE A

**Note:**

Overall Dimensions - Rough Opening: 36 X 20, Frame: 35 1/2 X 19 1/2  
Dimensions Frame Size 35.5 X 19.5  
Color Exterior = Clay, Interior = Clay  
Unit Type Vent  
Glass Unit 1: Glass Package = HP, Double Glazed, Argon, WE, 3mm Upgrade  
Unit 1: Annealed, Low-E Glazing = LowE, Low-E/Clear, Exterior 1/8, Interior 1/8  
Hardware - Crank Out Hardware -, Standard, Interior Handle Color = Clay  
Screen - Standard Screen -, Charcoal Fiberglass, Installed  
Frame Options - Nail Fin, Nail Fin Setback = 1 3/8"  
Overall Performance No Thermal Requirement, U-Factor = 0.28, SHGC = 0.24, VLT = 0.45, STC Rating = 28, STC Level = 1



AWNINGS DO NOT MEET EGRESS

LineItem #	Description
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2-1 Product Pro Series 700 Casement

**Qty:** 64

**Room Location:**

TYPE B

**Note:**

Overall Dimensions - Rough Opening: 24 X 60, Frame: 23 1/2 X 59 1/2  
Dimensions Unit 1: Frame Size 23.5 X 41.75  
Unit 2: Frame Size 23.5 X 17.75  
Color Exterior = Clay, Interior = Clay  
Unit Type Right  
Glass Unit 1, 2: Glass Package = HP, Double Glazed, Argon, WE, 3mm Upgrade  
Unit 1, 2: Annealed, Low-E Glazing = LowE, Low-E/Clear, Exterior 1/8, Interior 1/8  
Hardware - Crank Out Hardware -, Safety Vent Latch = None, Standard, Interior Handle Color = Clay  
Screen - Standard Screen -, Charcoal Fiberglass, Installed  
Frame Options - Nail Fin, Nail Fin Setback = 1 3/8"  
Mulls Horizontal Common Frame 0" thick, 23.5" length  
Overall Performance No Thermal Requirement, U-Factor = 0.28, SHGC = 0.31, VLT = 0.58, STC Rating = 28, STC Level = 1



QUOTE #	QUOTE DATE	LOAD DATE	SHIP DATE	QUOTED BY
2818444	5/20/2016	Load Date Not Set	0001-01-01	Ike Eisenhower
JOB NAME		CUSTOMER PO#		

LineItem #	Description
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3-1 Product Pro Series 700 Casement

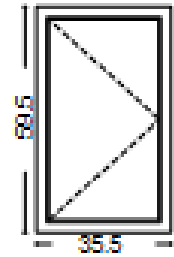
**Qty:** 149

**Room Location:**

TYPE C

**Note:**

Overall Dimensions - Rough Opening: 36 X 60, Frame: 35 1/2 X 59 1/2  
Dimensions Frame Size 35.5 X 59.5  
Color Exterior = Clay, Interior = Clay  
Unit Type Right  
Glass Unit 1: Glass Package = HP, Double Glazed, Argon, WE, 3mm Upgrade  
Unit 1: Annealed, Low-E Glazing = LowE, Low-E/Clear, Exterior 1/8, Interior 1/8  
Hardware - Crank Out Hardware -, Safety Vent Latch = None, Standard, Interior Handle Color = Clay  
Screen - Standard Screen -, Charcoal Fiberglass, Installed  
Frame Options - Nail Fin, Nail Fin Setback = 1 3/8"  
Overall Performance No Thermal Requirement, U-Factor = 0.28, SHGC = 0.24, VLT = 0.45, STC Rating = 28, STC Level = 1



Net Clear Opening Area: 10.03 sq. ft. Net Clear Opening Width: 26.25" Net Clear Opening Height: 55"

LineItem #	Description
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4-1 Product Pro Series 200 Single Slider

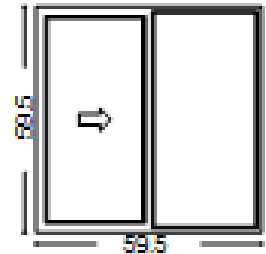
**Qty:** 40

**Room Location:**

TYPE D

**Note:**

Overall Dimensions - Rough Opening: 60 X 60, Frame: 59 1/2 X 59 1/2  
Dimensions Frame Size 59.5 X 59.5, Even Split  
Color Exterior = Clay, Interior = Clay  
Unit Type XO  
Glass Unit 1: Glass Package = HP, Double Glazed, Argon, WE, 3mm Upgrade  
Unit 1 Left, 1 Right: Annealed, Low-E Glazing = LowE, Low-E/Clear, Exterior 1/8, Interior 1/8  
Hardware - Child Safety Latch = No Latch, CamLock, 1 Lock per Unit, Secondary Sash Stop = Yes, Weep Hole Baffle = Yes  
Screen - Standard Screen -, Charcoal Fiberglass, Installed  
Frame Options - Nail Fin, Nail Fin Setback = 1 3/8"  
Overall Performance No Thermal Requirement, U-Factor = 0.31, SHGC = 0.29, VLT = 0.55



Net Clear Opening Area: 10.55 sq. ft. Net Clear Opening Width: 27" Net Clear Opening Height: 56.25"



QUOTE #	QUOTE DATE	LOAD DATE	SHIP DATE	QUOTED BY
2818444	5/20/2016	Load Date Not Set	0001-01-01	Ike Eisenhower
JOB NAME		CUSTOMER PO#		

LineItem #	Description
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5-1 Product Pro Series 200 Single Slider

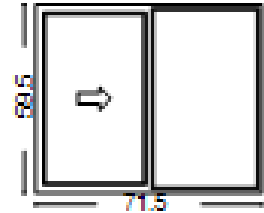
**Qty:** 7

**Room Location:**

TYPE E

**Note:**

Overall Dimensions - Rough Opening: 72 X 60, Frame: 71 1/2 X 59 1/2  
Dimensions Frame Size 71.5 X 59.5, Even Split  
Color Exterior = Clay, Interior = Clay  
Unit Type XO  
Glass Unit 1: Glass Package = HP, Double Glazed, Argon, WE, 3mm Upgrade  
Unit 1 Left, 1 Right: Annealed, Low-E Glazing = LowE, Low-E/Clear, Exterior 1/8, Interior 1/8  
Hardware - Child Safety Latch = No Latch, CamLock, 1 Lock per Unit, Secondary Sash Stop = Yes, Weep Hole Baffle = Yes  
Screen - Standard Screen -, Charcoal Fiberglass, Installed  
Frame Options - Nail Fin, Nail Fin Setback = 1 3/8"  
Overall Performance No Thermal Requirement, U-Factor = 0.31, SHGC = 0.29, VLT = 0.55



Net Clear Opening Area: 12.89 sq. ft. Net Clear Opening Width: 33" Net Clear Opening Height: 56.25"

LineItem #	Description
------------	-------------

6-1 Product Pro Series 960S Standard Two Panel Sliding Door

**Qty:** 33

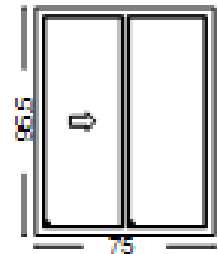
**Room Location:**

TYPE F

**Note:**

MEETS ACCESSIBILITY  
32" OPENING.

Overall Dimensions - Rough Opening: 75 1/2 X 96, Frame: 75 X 95 1/2  
Dimensions Custom 8-0, Frame Size 75 X 95.5  
Color Exterior = Clay, Interior = Clay  
Unit Type XO  
Glass Unit 1: Glass Package = HP, Double Glazed, Argon, WE, 3mm Upgrade  
Unit 1 Left, 1 Right: Tempered, Low-E Glazing = LowE, Low-E/Clear, Exterior 1/8, Interior 1/8  
Hardware - Exterior Handle Color = Clay, Interior Handle Color = Clay, 2-Point Lock, Not Keyed, Head Bolt = No, Patio Door Rollers = Stainless Steel Rollers  
Screen - Standard Screen -, Installed  
Frame Options - Nail Fin, Nail Fin Setback = 1 3/8"  
Jamb Extension No Extension Jamb  
Overall Performance No Thermal Requirement, U-Factor = 0.28, SHGC = 0.29, VLT = 0.54, STC Rating = 28, STC Level = 1



QUOTE #	QUOTE DATE	LOAD DATE	SHIP DATE	QUOTED BY
2818444	5/20/2016	Load Date Not Set	0001-01-01	Ike Eisenhower
JOB NAME		CUSTOMER PO#		

LineItem #	Description
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7-1

Product Pro Series 960S Standard Two Panel Sliding Door  
Pro Series 960S Standard Sash Set Sidelite

Qty: 183

Room Location:

TYPE G

Note:

MEETS ACCESSIBILITY

32" OPENING

Overall Dimensions - Rough Opening: 108 5/16 X 96, Frame: 107 13/16 X 95 1/2

Dimensions Unit 1: Custom 8-0, Frame Size 75 X 95.5

Unit 2: Call Size 32-9/16, Frame Size 32.3125 X 95.5

Color Exterior = Clay, Interior = Clay

Unit Type XO

Glass Unit 1, 2: Glass Package = HP, Double Glazed, Argon, WE, 3mm Upgrade

Unit 1 Left, 1 Right, 2: Tempered, Low-E Glazing = LowE, Low-E/Clear, Exterior 1/8, Interior 1/8

Hardware - Unit 1: Exterior Handle Color = Clay, Interior Handle Color = Clay, 2-Point Lock, Not Keyed, Head Bolt = No, Patio Door Rollers = Stainless Steel Rollers

Unit 2: Patio Door Rollers = Stainless Steel Rollers

Screen - Standard Screen -, Installed

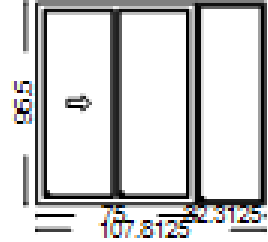
Frame Options - Nail Fin, Nail Fin Setback = 1 3/8"

Jamb Extension No Extension Jamb

Mulls Vertical Factory 0.5" thick, 95.5" length

Overall Performance No Thermal Requirement, U-Factor = 0.29, SHGC = 0.27, VLT = 0.5, STC Rating = 28, STC Level = 1

Product approved to build. No Air/Water/Structural Rating. NO NAMI LABEL. Customer to verify acceptability of uncertified product, and invoke "NO-NAMI" option. "NO-NAMI" on frame tag is authority for manufacturing to deviate from normal labeling process.



LineItem #	Description
------------	-------------

8-1

Product Pro Series 200 Single Slider

Qty: 25

Room Location:

TYPE H

Note:

FRAME 6" BETWEEN WINDOWS.

Overall Dimensions - Rough Opening: 108 X 60, Frame: 107 1/2 X 59 1/2

Dimensions Frame Size 107.5 X 59.5, Sash Split = Custom, Custom Sash Split = 36

Color Exterior = Clay, Interior = Clay

Unit Type XO

Glass Unit 1: Glass Package = HP, Double Glazed, Argon, WE, 3mm Upgrade

Unit 1 Left: Annealed, Low-E Glazing = LowE, Low-E/Clear, Exterior 1/8, Interior 1/8

Unit 1 Right: Annealed, Low-E Glazing = LowE, Low-E/Clear

Hardware - Child Safety Latch = No Latch, CamLock, 1 Lock per Unit, Secondary Sash Stop = Yes, Weep Hole Baffle = Yes

Screen - Standard Screen -, Charcoal Fiberglass, Installed

Frame Options - Nail Fin, Nail Fin Setback = 1 3/8"

Overall Performance No Thermal Requirement, U-Factor = 0.31, SHGC = 0.29, VLT = 0.55

Net Clear Opening Area: 12.89 sq. ft. Net Clear Opening Width: 33" Net Clear Opening Height: 56.25"





QUOTE #	QUOTE DATE	LOAD DATE	SHIP DATE	QUOTED BY
2818444	5/20/2016	Load Date Not Set	0001-01-01	Ike Eisenhower
JOB NAME		CUSTOMER PO#		

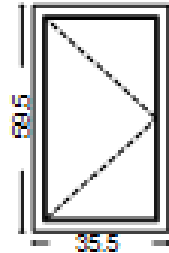
LineItem #	Description
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9-1 Product Pro Series 700 Rectangle  
**Qty:** 25 Pro Series 700 Rectangle  
**Room Location:** Pro Series 700 Rectangle  
 TYPE H  
**Note:** Overall Dimensions - Rough Opening: 108 X 24, Frame: 107 1/2 X 23 1/2  
 Dimensions Unit 1, 3: Frame Size 35.8125 X 23.5  
 FRAME 6" PONY WALL Unit 2: Frame Size 35.875 X 23.5  
 UNDER / FRAME 6" Color Exterior = Clay, Interior = Clay  
 BETWEEN WINDOWS. Glass Unit 1, 2, 3: Glass Package = HP, Double Glazed, Argon, WE, 3mm Upgrade  
 Unit 1, 2, 3: Tempered, Low-E Glazing = LowE, Low-E/Clear, Exterior 1/8, Interior 1/8  
 Frame Options - Nail Fin, Nail Fin Setback = 1 3/8"  
 Mulls Mulls 1: Vertical Common Frame 0" thick, 23.5" length  
 Mulls 2: Vertical Common Frame 0" thick, 23.5" length  
 Overall Performance No Thermal Requirement, U-Factor = 0.28, SHGC = 0.31, VLT = 0.58



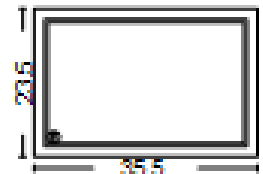
LineItem #	Description
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10-1 Product Pro Series 700 Casement  
**Qty:** 59  
**Room Location:** Overall Dimensions - Rough Opening: 36 X 60, Frame: 35 1/2 X 59 1/2  
 TYPE J Dimensions Frame Size 35.5 X 59.5  
**Note:** Color Exterior = Clay, Interior = Clay  
 Unit Type Right  
 FRAME 6" BETWEEN Glass Unit 1: Glass Package = HP, Double Glazed, Argon, WE, 3mm  
 WINDOWS Upgrade  
 Unit 1: Annealed, Low-E Glazing = LowE, Low-E/Clear, Exterior 1/8, Interior 1/8  
 Hardware - Crank Out Hardware -, Safety Vent Latch = None, Standard, Interior Handle Color = Clay  
 Screen - Standard Screen -, Charcoal Fiberglass, Installed  
 Frame Options - Nail Fin, Nail Fin Setback = 1 3/8"  
 Overall Performance No Thermal Requirement, U-Factor = 0.28, SHGC = 0.24, VLT = 0.45, STC Rating = 28, STC Level = 1  
  
 Net Clear Opening Area: 10.03 sq. ft. Net Clear Opening Width: 26.25" Net Clear Opening Height: 55"



LineItem #	Description
------------	-------------

11-1 Product Pro Series 700 Rectangle  
**Qty:** 59  
**Room Location:** Overall Dimensions - Rough Opening: 36 X 24, Frame: 35 1/2 X 23 1/2  
 TYPE J Dimensions Frame Size 35.5 X 23.5  
**Note:** Color Exterior = Clay, Interior = Clay  
 Glass Unit 1: Glass Package = HP, Double Glazed, Argon, WE, 3mm Upgrade  
 FRAME 6" PONY WALL Unit 1: Tempered, Low-E Glazing = LowE, Low-E/Clear, Exterior 1/8,  
 UNDER WINDOW / Interior 1/8  
 FRAME 6" BETWEEN Frame Options - Nail Fin, Nail Fin Setback = 1 3/8"  
 WINDOWS Overall Performance No Thermal Requirement, U-Factor = 0.28, SHGC = 0.31, VLT = 0.58



QUOTE #	QUOTE DATE	LOAD DATE	SHIP DATE	QUOTED BY
2818444	5/20/2016	Load Date Not Set	0001-01-01	Ike Eisenhower
JOB NAME		CUSTOMER PO#		

LineItem #	Description
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12-1 Product Pro Series 700 Rectangle

Qty: 12

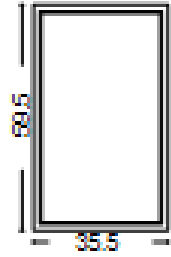
Room Location:

TYPE K

Note:

FRAME 6" BETWEEN  
WINDOWS

Overall Dimensions - Rough Opening: 36 X 60, Frame: 35 1/2 X 59 1/2  
Dimensions Frame Size 35.5 X 59.5  
Color Exterior = Clay, Interior = Clay  
Glass Unit 1: Glass Package = HP, Double Glazed, Argon, WE, 3mm  
Upgrade  
Unit 1: Annealed, Low-E Glazing = LowE, Low-E/Clear, Exterior 1/8,  
Interior 1/8  
Frame Options - Nail Fin, Nail Fin Setback = 1 3/8"  
Overall Performance No Thermal Requirement, U-Factor = 0.28, SHGC =  
0.31, VLT = 0.58



LineItem #	Description
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13-1 Product Pro Series 700 Rectangle

Qty: 12

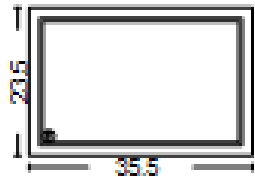
Room Location:

TYPE K

Note:

FRAME 6" PONY WALL  
UNDER WINDOW /  
FRAME 6" BETWEEN  
WINDOWS

Overall Dimensions - Rough Opening: 36 X 24, Frame: 35 1/2 X 23 1/2  
Dimensions Frame Size 35.5 X 23.5  
Color Exterior = Clay, Interior = Clay  
Glass Unit 1: Glass Package = HP, Double Glazed, Argon, WE, 3mm  
Upgrade  
Unit 1: Tempered, Low-E Glazing = LowE, Low-E/Clear, Exterior 1/8,  
Interior 1/8  
Frame Options - Nail Fin, Nail Fin Setback = 1 3/8"  
Overall Performance No Thermal Requirement, U-Factor = 0.28, SHGC =  
0.31, VLT = 0.58



LineItem #	Description
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14-1 Product Pro Series 700 Casement

Qty: 19

Room Location:

TYPE L

Note:

FRAME 6" BETWEEN  
WINDOWS

Overall Dimensions - Rough Opening: 24 X 60, Frame: 23 1/2 X 59 1/2  
Dimensions Frame Size 23.5 X 59.5  
Color Exterior = Clay, Interior = Clay  
Unit Type Right  
Glass Unit 1: Glass Package = HP, Double Glazed, Argon, WE, 3mm  
Upgrade  
Unit 1: Annealed, Low-E Glazing = LowE, Low-E/Clear, Exterior 1/8,  
Interior 1/8  
Hardware - Crank Out Hardware -, Safety Vent Latch = None, Standard,  
Interior Handle Color = Clay  
Screen - Standard Screen -, Charcoal Fiberglass, Installed  
Frame Options - Nail Fin, Nail Fin Setback = 1 3/8"  
Overall Performance No Thermal Requirement, U-Factor = 0.28, SHGC =  
0.24, VLT = 0.45, STC Rating = 28, STC Level = 1



Net Clear Opening Area: 5.44 sq. ft. Net Clear Opening Width: 14.25" Net  
Clear Opening Height: 55"



QUOTE #	QUOTE DATE	LOAD DATE	SHIP DATE	QUOTED BY
2818444	5/20/2016	Load Date Not Set	0001-01-01	Ike Eisenhower
JOB NAME		CUSTOMER PO#		

LineItem #	Description
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15-1 Product Pro Series 700 Rectangle

Qty: 19

Room Location:

TYPE L

Note:

FRAME 6" PONY WALL

UNDER WINDOW /

FRAME 6" BETWEEN

WINDOWS

Overall Dimensions - Rough Opening: 24 X 24, Frame: 23 1/2 X 23 1/2

Dimensions Frame Size 23.5 X 23.5

Color Exterior = Clay, Interior = Clay

Glass Unit 1: Glass Package = HP, Double Glazed, Argon, WE, 3mm

Upgrade

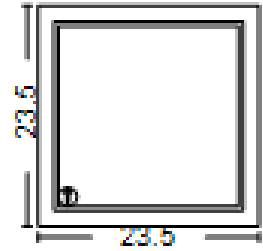
Unit 1: Tempered, Low-E Glazing = LowE, Low-E/Clear, Exterior 1/8,

Interior 1/8

Frame Options - Nail Fin, Nail Fin Setback = 1 3/8"

Overall Performance No Thermal Requirement, U-Factor = 0.28, SHGC =

0.31, VLT = 0.58



LineItem #	Description
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16-1 Product Pro Series 700 Rectangle

Qty: 25

Room Location:

TYPE M

Note:

FRAME 6" BETWEEN

WINDOWS

Overall Dimensions - Rough Opening: 72 X 60, Frame: 71 1/2 X 59 1/2

Dimensions Frame Size 71.5 X 59.5

Color Exterior = Clay, Interior = Clay

Glass Unit 1: Glass Package = HP, Double Glazed, Argon, WE, 3mm

Upgrade

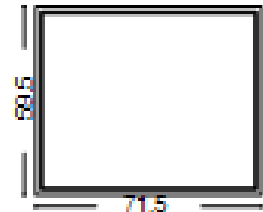
Unit 1: Annealed, Low-E Glazing = LowE, Low-E/Clear, Exterior 5/32,

Interior 5/32

Frame Options - Nail Fin, Nail Fin Setback = 1 3/8"

Overall Performance No Thermal Requirement, U-Factor = 0.27, SHGC =

0.3, VLT = 0.58



LineItem #	Description
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17-1 Product Pro Series 700 Rectangle

Qty: 25

Room Location:

TYPE M

Note:

FRAME 6" PONY WALL

UNDER WINDOW /

FRAME 6" BETWEEN

WINDOWS.

Overall Dimensions - Rough Opening: 72 X 24, Frame: 71 1/2 X 23 1/2

Dimensions Frame Size 71.5 X 23.5

Color Exterior = Clay, Interior = Clay

Glass Unit 1: Glass Package = HP, Double Glazed, Argon, WE, 3mm

Upgrade

Unit 1: Tempered, Low-E Glazing = LowE, Low-E/Clear, Exterior 1/8,

Interior 1/8

Frame Options - Nail Fin, Nail Fin Setback = 1 3/8"

Overall Performance No Thermal Requirement, U-Factor = 0.28, SHGC =

0.31, VLT = 0.58



QUOTE #	QUOTE DATE	LOAD DATE	SHIP DATE	QUOTED BY
2818444	5/20/2016	Load Date Not Set	0001-01-01	Ike Eisenhower
JOB NAME		CUSTOMER PO#		

LineItem #	Description
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18-1 Product Pro Series 200 Single Slider

**Qty:** 9

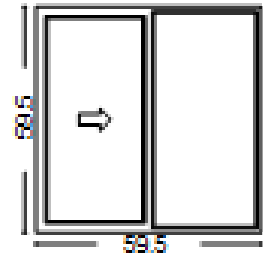
**Room Location:**

TYPE N

**Note:**

FRAME 6" BETWEEN  
WINDOWS

Overall Dimensions - Rough Opening: 60 X 60, Frame: 59 1/2 X 59 1/2  
Dimensions Frame Size 59.5 X 59.5, Even Split  
Color Exterior = Clay, Interior = Clay  
Unit Type XO  
Glass Unit 1: Glass Package = HP, Double Glazed, Argon, WE, 3mm  
Upgrade  
Unit 1 Left, 1 Right: Annealed, Low-E Glazing = LowE, Low-E/Clear,  
Exterior 1/8, Interior 1/8  
Hardware - Child Safety Latch = No Latch, CamLock, 1 Lock per Unit,  
Secondary Sash Stop = Yes, Weep Hole Baffle = Yes  
Screen - Standard Screen -, Charcoal Fiberglass, Installed  
Frame Options - Nail Fin, Nail Fin Setback = 1 3/8"  
Overall Performance No Thermal Requirement, U-Factor = 0.31, SHGC =  
0.29, VLT = 0.55



Net Clear Opening Area: 10.55 sq. ft. Net Clear Opening Width: 27" Net  
Clear Opening Height: 56.25"

LineItem #	Description
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19-1 Product Pro Series 700 Rectangle

**Qty:** 9

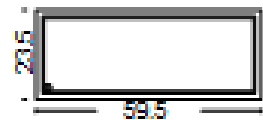
**Room Location:**

TYPE N

**Note:**

FRAME 6" PONY WALL  
UNDER WINDOW /  
FRAME 6" BETWEEN  
WINDOWS

Overall Dimensions - Rough Opening: 60 X 24, Frame: 59 1/2 X 23 1/2  
Dimensions Frame Size 59.5 X 23.5  
Color Exterior = Clay, Interior = Clay  
Glass Unit 1: Glass Package = HP, Double Glazed, Argon, WE, 3mm  
Upgrade  
Unit 1: Tempered, Low-E Glazing = LowE, Low-E/Clear, Exterior 1/8,  
Interior 1/8  
Frame Options - Nail Fin, Nail Fin Setback = 1 3/8"  
Overall Performance No Thermal Requirement, U-Factor = 0.28, SHGC =  
0.31, VLT = 0.58



**Total Unit Quantity: 819**



QUOTE #	QUOTE DATE	LOAD DATE	SHIP DATE	QUOTED BY
2818444	5/20/2016	Load Date Not Set	0001-01-01	Ike Eisenhower
JOB NAME		CUSTOMER PO#		

PROJECT	QUOTE
MARMALADE	KIER CONST.
NOTES	
Order:	
Delivery:	
Job Comment:	

CUSTOMER SIGNATURE\_\_\_\_\_DATE\_\_\_\_\_

## **ATTACHMENT B: DESIGN GUIDELINES & STANDARDS FOR NEW CONSTRUCTION**

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Design Guidelines for Historic Apartment & Multifamily Buildings in Salt Lake City, Chapter 12 New Construction, are the relevant historic design guidelines for this design review, and are identified here as they relate to the corresponding Historic Design Standards for New Construction (21A.34.020.H).

Historic Apartment & Multifamily Buildings in Salt Lake City

Historic Apartment & Multifamily Buildings in Salt Lake City, Chapter 12 New Construction

**NOT ANALYZED for the ISSUES ONLY WORK SESSION**



Design Standards for New Construction	Design Guidelines for New Construction
<p><b>1. SCALE &amp; FORM</b></p> <p><b>1.a Height &amp; Width:</b> The proposed height and width shall be visually compatible with surrounding structures and streetscape;</p>	<p><b>Building Façade Composition, Proportion &amp; Scale</b></p> <p><b>Height - Design Objective</b></p> <p>The maximum height of a new multifamily building should not exceed the general height and scale of its historic context, or be designed to reduce the perceived height where a taller building might be appropriate to the context.</p> <p><b>12.48</b> The building height should be compatible with the historic setting and context.</p> <ul style="list-style-type: none"> <li>• The immediate and wider historic contexts are both of importance.</li> <li>• The impact upon adjacent historic buildings will be paramount in terms of scale and form.</li> </ul> <p><b>12.50</b> Where there is a significant difference in scale with the immediate context, the building height should vary across the primary façade, and/or the maximum height should be limited to part of the plan footprint of the building.</p> <ul style="list-style-type: none"> <li>• Step back the upper floor/s of a taller building to achieve a height similar to that historically characteristic of the district.</li> <li>• Restrict maximum building height to particular sections of the depth and length of the building.</li> </ul> <p><b>12.51 The upper floor/s should step back where a taller building will approach established neighborhoods, streets or adjacent buildings of typically lower height.</b></p> <p><b>12.52</b> The primary and secondary facades should be articulated and modulated to reduce an impression of greater height and scale, and to enhance a sense of human scale.</p> <ul style="list-style-type: none"> <li>• Design a distinctive and a taller first floor for the primary and secondary facades.</li> <li>• Design a distinct top floor to help terminate the façade, and to complement the architectural hierarchy and visual interest.</li> <li>• Design a hierarchy of window height and/or width, when defining the fenestration pattern.</li> <li>• Consider designing for a distinctive projecting balcony arrangement and hierarchy.</li> <li>• Use materials and color creatively to reduce apparent height and scale, and maximize visual interest.</li> </ul> <p><b>Width - Design Objective</b></p> <p>The design of a new multifamily building should articulate the patterns established by the buildings in the historic context to reduce the perceived width of a wider building and maintain a sense of human scale.</p> <p><b>12.53</b> A new multifamily building should appear similar to the width established by the combination of single and multifamily historic buildings in the context.</p> <ul style="list-style-type: none"> <li>• Reflect the modulation width of larger historic apartment buildings.</li> <li>• If a building would be wider overall than structures seen historically, the facade should be subdivided into significantly subordinate planes which are similar in width to the building facades of the context.</li> <li>• Step back sections of the wall plane to create the impression of similar façade widths to those of the historic setting.</li> </ul>

<p><b>1.b Proportion of Principal Facades:</b> The relationship of the width to the height of the principal elevations shall be in scale with surrounding structures and streetscape;</p>	<p><b>Building Form &amp; Scale</b></p> <p><b>The Character of the Street Block – Design Objective</b></p> <p>The form, scale and design of a new multifamily building in a historic district should equate with and complement the established patterns of human scale characteristics of the immediate setting and/or broader context.</p> <p><b>12.42</b> A new multifamily building should appear similar in scale to the scale established by the buildings comprising the current street block facade.</p> <ul style="list-style-type: none"> <li>• Subdivide a larger mass into smaller “modules” which are similar in size to buildings seen traditionally.</li> <li>• The scale of principal elements, such as entrances, porches, balconies and window bays, are critical to creating and maintaining a compatible building scale.</li> </ul> <p><b>12.43</b> A new multifamily building should be designed to create and reinforce a sense of human scale. In doing so consider the following:</p> <ul style="list-style-type: none"> <li>• Design building massing and modulation to reflect traditional forms, e.g. projecting wings and balcony bays.</li> <li>• Design a solid-to-void (wall to window/door) ratio that is similar to that seen traditionally.</li> <li>• Design window openings that are similar in scale to those seen traditionally.</li> <li>• Articulate and design balconies that reflect traditional form and scale.</li> <li>• Design an entrance, porch or stoop that reflects the scale characteristic of similar traditional building types.</li> <li>• Use building materials of traditional dimensions, e.g. brick, stone, terracotta.</li> <li>• Choose materials that express a variation in color and/or texture, either individually or communally.</li> </ul> <p><b>Building Façade Composition Proportion &amp; Scale</b></p> <p><b>12.45</b> The principal elements of the front facade should reflect the scale of the buildings comprising the block face and historic context.</p> <ul style="list-style-type: none"> <li>• The primary plane/s of the front facade should not appear to be more than a story higher than those of typical historic structures in the block and context.</li> <li>• Where the proposed building would be taller than those in the historic context, the upper floor/s should step back from the plane of the façade below.</li> <li>• A single wall plane or bay of the primary or secondary facades should reflect the typical maximum facade width in the district.</li> </ul>
<p><b>1.c Roof Shape:</b> The roof shape of a structure shall be visually compatible with the surrounding structures and streetscape;</p>	<p><b>Building Form &amp; Scale</b></p> <p><b>Massing</b></p> <p><b>12.54</b> The overall massing of a new multi-family building should respect and reflect the established scale, form and footprint of buildings comprising the street block and historic context.</p> <ul style="list-style-type: none"> <li>• Modulate the building where height and scale are greater than the context.</li> <li>• Arrange the massing to step down adjacent to a smaller scale building.</li> <li>• Respect, and/or equate with the more modest scale of center block buildings and residences where they provide the immediate context.</li> </ul> <p><b>12.55</b> The proportions and roof forms of a new multifamily building should be designed to respect and reflect the range of building forms and massing which characterize the district.</p> <ul style="list-style-type: none"> <li>• Focus on maintaining a sense of human scale.</li> <li>• The variety often inherent in the context can provide a range of design options for compatible new roof forms.</li> <li>• Vary the massing across the street façade/s and along the length of the building on the side facades.</li> <li>• Respect adjacent lower buildings by stepping down additional height in the design of a new building.</li> </ul>



<p><b>1.d Scale of a Structure:</b> The size and mass of the structures shall be visually compatible with the size and mass of surrounding structures and streetscape.</p>	<p><b>Building Façade Composition Proportion &amp; Scale</b></p> <p><b>Height - Design Objective</b></p> <p>The maximum height of a new multifamily building should not exceed the general height and scale of its historic context, or be designed to reduce the perceived height where a taller building might be appropriate to the context.</p> <p><b>12.48</b> The building height should be compatible with the historic setting and context.</p> <ul style="list-style-type: none"> <li>• The immediate and wider historic contexts are both of importance.</li> <li>• The impact upon adjacent historic buildings will be paramount in terms of scale and form.</li> </ul> <p><b>12.50</b> Where there is a significant difference in scale with the immediate context, the building height should vary across the primary façade, and/or the maximum height should be limited to part of the plan footprint of the building.</p> <ul style="list-style-type: none"> <li>• Step back the upper floor/s of a taller building to achieve a height similar to that historically characteristic of the district.</li> <li>• Restrict maximum building height to particular sections of the depth and length of the building.</li> </ul> <p><b>12.51 The upper floor/s should step back where a taller building will approach established neighborhoods, streets or adjacent buildings of typically lower height.</b></p> <p><b>12.52</b> The primary and secondary facades should be articulated and modulated to reduce an impression of greater height and scale, and to enhance a sense of human scale.</p> <ul style="list-style-type: none"> <li>• Design a distinctive and a taller first floor for the primary and secondary facades.</li> <li>• Design a distinct top floor to help terminate the façade, and to complement the architectural hierarchy and visual interest.</li> <li>• Design a hierarchy of window height and/or width, when defining the fenestration pattern.</li> <li>• Consider designing for a distinctive projecting balcony arrangement and hierarchy.</li> <li>• Use materials and color creatively to reduce apparent height and scale, and maximize visual interest.</li> </ul> <p><b>Width - Design Objective</b></p> <p>The design of a new multifamily building should articulate the patterns established by the buildings in the historic context to reduce the perceived width of a wider building and maintain a sense of human scale.</p> <p><b>12.53</b> A new multifamily building should appear similar to the width established by the combination of single and multifamily historic buildings in the context.</p> <ul style="list-style-type: none"> <li>• Reflect the modulation width of larger historic apartment buildings.</li> <li>• If a building would be wider overall than structures seen historically, the facade should be subdivided into significantly subordinate planes which are similar in width to the building facades of the context.</li> <li>• Step back sections of the wall plane to create the impression of similar façade widths to those of the historic setting.</li> </ul> <p><b>Massing</b></p> <p><b>12.54</b> The overall massing of a new multi-family building should respect and reflect the established scale, form and footprint of buildings comprising the street block and historic context.</p> <ul style="list-style-type: none"> <li>• Modulate the building where height and scale are greater than the context.</li> <li>• Arrange the massing to step down adjacent to a smaller scale building.</li> <li>• Respect, and/or equate with the more modest scale of center block buildings and residences where they provide the immediate context.</li> </ul> <p><b>12.55</b> The proportions and roof forms of a new multifamily building should be designed to respect and reflect the range of building forms and massing which characterize the district.</p> <ul style="list-style-type: none"> <li>• Focus on maintaining a sense of human scale.</li> <li>• The variety often inherent in the context can provide a range of design options for compatible new roof forms.</li> <li>• Vary the massing across the street façade/s and along the length of the building on the side facades.</li> </ul>
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<p><b>2. COMPOSITION OF PRINCIPAL FACADES</b></p> <p><b>2.a Proportion of Openings:</b> The relationship of the width to the height of windows and doors of the structure shall be visually compatible with surrounding structures and streetscape;</p>	<p><b>Building Character &amp; Scale</b></p> <p><b>Solid to Void Ratio, Window Scale &amp; Proportion – Design Objective</b> The design of a new multifamily building in a historic context should reflect the scale established by the solid to void ratio traditionally associated with the setting and with a sense of human scale.</p> <p><b>12.61</b> Window scale and proportion should be designed to reflect those characteristic of this traditional building type and setting.</p> <p><b>Rhythm &amp; Spacing of Windows &amp; Doors - Fenestration – Design Objective</b> The window pattern, the window proportion and the proportion of the wall spaces between, should be a central consideration in the architectural composition of the facades, to achieve a coherence and an affinity with the established historic context.</p> <p><b>12.62</b> Public and more important interior spaces should be planned and designed to face the street.</p> <ul style="list-style-type: none"> <li>• Their fenestration pattern consequently becomes a significant design element of the primary facade/s.</li> <li>• Avoid the need to fenestrate small private functional spaces on primary facades, e.g. bathrooms, kitchens, bedrooms.</li> </ul> <p><b>12.63</b> The fenestration pattern, including the proportions of window and door openings, should reflect the range associated with the buildings creating the established character of the historic context and area.</p> <ul style="list-style-type: none"> <li>• Design for a similar scale of window and window spacing.</li> <li>• Reflect characteristic window proportions, spacing and patterns.</li> <li>• Design for a hierarchy within the fenestration pattern to relieve the apparent scale of a larger facade, and especially if this is a characteristic of the context.</li> <li>• Arrange and/or group windows to complement the symmetry or proportions of the architectural composition.</li> <li>• Emphasize the fenestration pattern by distinct windows reveals.</li> <li>• Consider providing emphasis through the detailing of window casing, trim, materials, and subdivision, using mullions and transoms, as well as the profiles provided by operable/ opening windows. See also guideline 12.71-74 on window detailing.</li> </ul>
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<p><b>2.b Rhythm of Solids to Voids in Facades:</b> The relationship of solids to voids in the facade of the structure shall be visually compatible with surrounding structures and streetscape;</p>	<p><b>Building Character &amp; Scale</b>  <b>Solid to Void Ratio, Window Scale &amp; Proportion – Design Objective</b>  The design of a new multifamily building in a historic context should reflect the scale established by the solid to void ratio traditionally associated with the setting and with a sense of human scale.  <b>12.60</b> The ratio of solid to void (wall to window) should reflect that found across the established character created by the historic structures in the district. Consider the following:</p> <ul style="list-style-type: none"> <li>• Achieve a balance, avoiding areas of too much wall or too much window.</li> <li>• Large surfaces of glass can be inappropriate in a context of smaller residential buildings.</li> <li>• Design a larger window area with framing profiles and subdivision which reflect the scale of the windows in the established context.</li> <li>• Window mullions can reduce the apparent scale of a larger window.</li> <li>• Window frame and mullion scale and profiles should be designed to equate with the composition.</li> </ul> <p><b>12.61</b> Window scale and proportion should be designed to reflect those characteristic of this traditional building type and setting.  <b>Rhythm &amp; Spacing of Windows &amp; Doors - Fenestration – Design Objective</b>  The window pattern, the window proportion and the proportion of the wall spaces between, should be a central consideration in the architectural composition of the facades, to achieve a coherence and an affinity with the established historic context.  <b>12.63</b> The fenestration pattern, including the proportions of window and door openings, should reflect the range associated with the buildings creating the established character of the historic context and area.</p> <ul style="list-style-type: none"> <li>• Design for a similar scale of window and window spacing.</li> <li>• Reflect characteristic window proportions, spacing and patterns.</li> <li>• Design for a hierarchy within the fenestration pattern to relieve the apparent scale of a larger facade, and especially if this is a characteristic of the context.</li> <li>• Arrange and/or group windows to complement the symmetry or proportions of the architectural composition.</li> <li>• Emphasize the fenestration pattern by distinct windows reveals.</li> </ul> <p>Consider providing emphasis through the detailing of window casing, trim, materials, and subdivision, using mullions and transoms, as well as the profiles provided by operable/ opening windows. See also guideline 12.71-74 on window detailing.</p>
<p><b>2.c Rhythm of Entrance Porch and Other Projections:</b> The relationship of entrances and other projections to sidewalks shall be visually compatible with surrounding structures and streetscape;</p>	<p><b>Building Character &amp; Scale</b>  <b>Facade Articulation, Proportion &amp; Visual Emphasis</b>  <b>Visual Emphasis – Design Objective</b>  The design of a new multifamily building should relate sensitively to the established historic context through a thorough evaluation of the scale, modulation and emphasis, and attention to these characteristics in the composition of the facades.  <b>12.57</b> Overall facade proportions should be designed to reflect those of historic buildings in the context and neighborhood.</p> <ul style="list-style-type: none"> <li>• The “overall proportion” is the ratio of the width to the height of the building, especially the front facade.</li> <li>• The modulation and articulation of principal elements of a facade, e.g. projecting wings, balcony sequence and porches, can provide an alternative and a balancing visual emphasis.</li> <li>• With townhouse development, the individual houses should be articulated to identify the individual unit sequence and rhythm.</li> <li>• See the discussion of individual historic districts (PART III) and the review of typical historic building styles (PART I) for more information on district character and facade proportions.</li> </ul> <p><b>12.58</b> To reduce the perceived width and scale of a larger primary or secondary facade, a vertical proportion and emphasis should be employed. Consider the following:</p> <ul style="list-style-type: none"> <li>• Vary the planes of the facade for all or part of the height of the building.</li> <li>• Subdivide the primary facade into projecting wings with recessed central entrance section in character with the architectural composition of many early apartment buildings.</li> </ul>

<p><b>2.c Rhythm of Entrance Porch and Other Projections:</b> The relationship of entrances and other projections to sidewalks shall be visually compatible with surrounding structures and streetscape;</p>	<ul style="list-style-type: none"> <li>• Modulate the height down toward the street, and/or the interior of the block, if this is the pattern established by the immediate context and the neighborhood.</li> <li>• Modulate the façade through the articulation of balcony form, pattern and design, either as recessed and/or projecting elements.</li> <li>• Vary the planes of the primary and secondary facades to articulate further modeling of the composition.</li> <li>• Design for a distinctive form and stature of primary entrance.</li> <li>• Compose the fenestration in the form of vertically proportioned windows.</li> <li>• Subdivide horizontally proportioned windows using strong mullion elements to enhance a sense of vertical proportion and emphasis.</li> </ul> <p><b>12.59</b> A horizontal proportion and emphasis should be designed to reduce the perceived height and scale of a larger primary or secondary façade. Consider the following:</p> <ul style="list-style-type: none"> <li>• The interplay of horizontal and vertical emphasis can create an effective visual balance, helping to reduce the sense of building scale.</li> <li>• Step back the top or upper floors where a building might be higher than the context along primary and/or secondary facades as appropriate.</li> <li>• Design for a distinctive stature and expression of the first floor of the primary, and if important in public views, the secondary facades.</li> <li>• Design a distinct foundation course.</li> <li>• Employ architectural detailing and/or a change in materials and plane to emphasize individual levels in the composition of the facade.</li> <li>• Design the fenestration to create and/or reflect the hierarchy of the façade composition.</li> <li>• Change the materials and/or color to distinguish the design of specific levels.</li> </ul> <p><b>Balconies, Porches &amp; External Escape Stairs – Design Objective</b> The design of a new multifamily building in a historic context should recognize the importance of balcony and primary entrance features in achieving a compatible scale and character.</p> <p><b>12.64</b> Balconies, encouraged as individual semi-public outdoor spaces, should be designed as an integral part of the architectural composition and language of the building.</p> <ul style="list-style-type: none"> <li>• Use projecting and/or recessed balcony forms to complement and embellish the design composition of the facades, and to establish visual emphasis and architectural accent.</li> <li>• Use a balcony or a balcony arrangement to echo and accentuate the fenestration pattern of the building.</li> <li>• Design balcony forms to be transparent or semi-transparent, using railings and/or glass to avoid solid balcony enclosures.</li> <li>• Select and design balcony materials and details as a distinct enrichment of the building facade/s.</li> </ul> <p><b>12.65</b> An entrance porch, stoop or portico should be designed as a principal design focus of the composition of the facade.</p> <ul style="list-style-type: none"> <li>• Design for greater stature to enhance visual focus, presence and emphasis.</li> <li>• Design for a distinct identity, using different wall planes, materials, details, texture and color.</li> <li>• Consider designing the name of the apartment building into the facade or the porch/stoop.</li> </ul>
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<p><b>2.d Relationship of Materials:</b> The relationship of the color and texture of materials (other than paint color) of the facade shall be visually compatible with the predominant materials used in surrounding structures and streetscape.</p>	<p><b>Building Materials, Windows, Elements &amp; Detailing</b></p> <p><b>Materials – Design Objective</b> The design of a new multifamily building should recognize and reflect the palette of building materials which characterize the historic district, and should help to enrich the visual character of the setting, in creating a sense of human scale and historical sequence.</p> <p><b>12.67</b> Building materials that contribute to the traditional sense of human scale and the visual interest of the historic setting and neighborhood should be used.</p> <ul style="list-style-type: none"> <li>• This helps to complement and reinforce the palette of materials of the neighborhood and the sense of visual continuity in the district.</li> <li>• The choice of materials, their texture and color, their pattern or bond, joint profile and color, will be important characteristics of the design.</li> <li>• Creative design, based on analysis of the context, will be invaluable in these respects.</li> </ul> <p><b>12.68</b> Building materials that will help to reinforce the sense of visual affinity and continuity between old and new in the historic setting should be used.</p> <ul style="list-style-type: none"> <li>• Use external materials of the quality, durability and character found within the historic district.</li> </ul> <p><b>12.69</b> Design with materials which provide a solid masonry character for lower floors and for the most public facades of the building. Consider the following:</p> <ul style="list-style-type: none"> <li>• Use brick and/or natural stone, in preference to less proven alternatives for these areas.</li> <li>• Limit panel materials to upper levels and less public facades.</li> <li>• Where panel materials are considered, use high quality architectural paneling with a proven record of durability in the regional climate.</li> <li>• Synthetic materials, including synthetic stucco, should be avoided on grounds of limited durability and longevity, and weathering characteristics.</li> </ul> <p><b>12.70</b> Materials should have a proven durability for the regional climate, as well as the situation and aspect of the building.</p> <ul style="list-style-type: none"> <li>• Avoid materials which merely create the superficial appearance of authentic, durable materials.</li> <li>• The weathering characteristics of materials become important as the building ages, in that they should compliment rather than detract from the building and historic setting as they weather and mature.</li> <li>• New materials, which have a proven track record of durability in the regional climatic conditions, may be considered.</li> </ul> <p><b>Windows – Design Objective</b> The design of a new multifamily building should include window design subdivision, profiles, materials, finishes and details which ensure that the windows play their characteristic positive role in defining the proportion and character of the building and its contribution to the historic context.</p> <p><b>12.71 Windows should be designed to be in scale with those characteristic of the building and the historic setting.</b></p> <ul style="list-style-type: none"> <li>• Excessive window scale in a new building, whether vertical or horizontal, will adversely affect the sense of human scale and affinity with buildings in the district.</li> <li>• Subdivide a larger window area to form a group or pattern of windows creating more appropriate proportions, dimensions and scale.</li> </ul> <p><b>12.72 Windows with vertical proportion and emphasis are encouraged.</b></p> <ul style="list-style-type: none"> <li>• A vertical proportion is likely to have greater design affinity with the historic context.</li> <li>• It helps to create a stronger vertical emphasis which can be valuable integrating the design of a larger scale building within its context.</li> <li>• See also the discussion of the character of the relevant historic district and architectural styles (PART I).</li> </ul>
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<p><b>2.d Relationship of Materials:</b> The relationship of the color and texture of materials (other than paint color) of the facade shall be visually compatible with the predominant materials used in surrounding structures and streetscape.</p>	<p><b>12.73 Window reveals should be a characteristic of masonry and most public facades.</b></p> <ul style="list-style-type: none"> <li>• These help to express the character of the facade modeling and materials.</li> <li>• Window reveals will enhance the degree to which the building integrates with its historic setting.</li> <li>• A reveal should be recessed into the primary plane of the wall, and not achieved by applying window trim to the façade.</li> <li>• This helps to avoid the impression of superficiality which can be inherent in some more recent construction, e.g. with applied details like window trim and surrounds.</li> <li>• A hierarchy of window reveals can effectively complement the composition of the fenestration and facades.</li> </ul> <p><b>12.74 Windows and doors should be framed in materials that appear similar in scale, proportion and character to those used traditionally in the neighborhood.</b></p> <ul style="list-style-type: none"> <li>• Frame profiles should project from the plane of the glass creating a distinct hierarchy of secondary modeling and detail for the window opening and the composition of the facade.</li> <li>• Durable frame construction and materials should be used.</li> <li>• Frame finish should be of durable architectural quality, chosen to compliment the building design.</li> <li>• Vinyl should be avoided as a non-durable material in the regional climate.</li> <li>• Dark or reflective glass should be avoided.</li> <li>• See also the rehabilitation section on windows (PART II, Ch.3) as well as the discussions of specific historic districts (PART III) and relevant architectural styles (PART I).</li> </ul> <p><b>Architectural Elements &amp; Details – Design Objective</b> The design of a new multifamily building should reflect the rich architectural character and visual qualities of buildings of this type within the district.</p> <p><b>12.75 Building elements and details should reflect the scale, size, depth and profiles of those found historically within the district.</b></p> <ul style="list-style-type: none"> <li>• These include windows, doors, porches, balconies, eaves, and their associated decorative composition, supports and/or details.</li> </ul> <p><b>12.76 Where used, ornamental elements, ranging from brackets to porches, should be in scale with similar historic features.</b></p> <ul style="list-style-type: none"> <li>• The scale, proportion and profiles of elements, such as brackets or window trim, should be functional as well as decorative.</li> </ul> <p><b>12.77 Creative interpretations of traditional details are encouraged.</b></p> <ul style="list-style-type: none"> <li>• New designs for window moldings and door surrounds, for example, can create visual interest and affinity with the context, while conveying the relative age of the building.</li> <li>• The traditional and characteristic use of awnings and canopies should be considered as an opportunity for creative design which can reinforce the fenestration pattern and architectural detail, while being a sustainable shading asset in reducing energy consumption. See also PART IV on Sustainable Design.</li> </ul>
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<p><b>3. RELATIONSHIP TO THE STREET</b></p> <p><b>3.a Walls of Continuity:</b>          Facades and site structures, such as walls, fences and landscape masses, shall, when it is characteristic of the area, form continuity along a street to ensure visual compatibility with the structures, public ways and places to which such elements are visually related;</p>	<p><b>Settlement Patterns &amp; Neighborhood Character</b></p> <p><b>The Public Realm - Design Objective</b>          A new multifamily building should respect the characteristic placement, setbacks, massing and landscape character of the public realm in the immediate context and the surrounding district.</p> <p><b>12.6</b> A new building should contribute in a creative and compatible way to the public and the civic realm.</p> <p><b>12.7</b> A building should engage with the street through a sequence of public to semi-private spaces.</p> <p><b>12.8</b> A new multifamily building should be situated and designed to define and frame adjacent streets, and public and common spaces, in ways that are characteristic of the setting.</p> <ul style="list-style-type: none"> <li>• Reflect and/or strengthen adjacent building quality, setbacks, heights and massing.</li> <li>• Reinforce the historic streetscape patterns of the facing primary and secondary streets and/ or alleys.</li> </ul> <p><b>12.9</b> A building on a corner lot should be designed to define, frame and contribute to the historic character of the public realm of both adjacent streets.</p> <ul style="list-style-type: none"> <li>• The street character will also depend on the adjacent street blocks and frontage.</li> <li>• Building setbacks may be different.</li> <li>• The building scale may also vary between the streets.</li> </ul> <p><b>Building Placement, Orientation &amp; Use - Design Objective</b>          A new multifamily building should reflect the established development patterns, directly address and engage with the street, and include well planned common and private spaces, and access arrangements.</p> <p><b>12.10</b> The established historic patterns of setbacks and building depth should be respected in the siting of a new multifamily building.</p> <p><b>12.11</b> The front and the entrance of the building should orient to and engage with the street.</p> <ul style="list-style-type: none"> <li>• A new building should be oriented parallel to lot lines, maintaining the traditional, established development pattern of the block.</li> <li>• An exception might be where early settlement has introduced irregular street patterns and building configurations, e.g. parts of Capitol Hill.</li> </ul> <p><b>12.12</b> Access arrangements to the site and the building should be an integral part of the planning and design process at the earliest stage.</p> <p><b>12.13</b> The situation, orientation, configuration and design of a new multifamily building should include provision for common exterior open spaces at ground level. Site and design such space/s to address the following:</p> <ul style="list-style-type: none"> <li>• Reducing the bulk and the scale of the building.</li> <li>• Configuration for residential amenity and casual social interaction.</li> <li>• Shelter from traffic and traffic noise.</li> <li>• Plan for solar access and seasonal shade.</li> <li>• Landscape and light to enhance residential relaxation, enjoyment and neighboring environmental quality.</li> </ul> <p><b>12.14</b> Consider additional common open space on higher terrace or roof levels to enhance residential amenity and city views.</p> <ul style="list-style-type: none"> <li>• Locate and design to preserve neighboring privacy.</li> <li>• Plan and design for landscape amenity and best practices in sustainable design. (PART IV)</li> </ul>
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<p><b>3. RELATIONSHIP TO THE STREET</b></p> <p><b>3.a Walls of Continuity:</b> Facades and site structures, such as walls, fences and landscape masses, shall, when it is characteristic of the area, form continuity along a street to ensure visual compatibility with the structures, public ways and places to which such elements are visually related;</p>	<p><b>12.15</b> Private open space for each unit, whether ground level, terrace or balcony space, should be designed to create attractive outdoor space, and to help articulate the design of the building to reduce its bulk and scale.</p> <ul style="list-style-type: none"> <li>• Private space should be contiguous with the unit.</li> <li>• Private space should be clearly distinguished from common open space.</li> </ul> <p><b>Site Access, Parking &amp; Services - Design Objective</b></p> <p>The site planning and situation of a new multi-family building should prioritize access to the site and building for pedestrians and cyclists, motorized vehicular access and parking should be discreetly situated and designed, and building services and utilities should not detract from the character and appearance of the building, the site and the context.</p> <p><b>12.17</b> The primary public entrance to the building should be afforded priority and prominence in access from the street, and appropriately scaled in the design of the street façade/s.</p> <ul style="list-style-type: none"> <li>• Avoid combining with any vehicular access or drive.</li> <li>• Provide direct access to the sidewalk and street.</li> <li>• Landscape design should reinforce the importance of the public entrance.</li> </ul> <p><b>12.24</b> Driveways serving groups of similar uses should be consolidated to minimize visual intrusion, and to provide less interruption to the sidewalk, pedestrian character and flow.</p> <ul style="list-style-type: none"> <li>• Curb cuts should be shared between groups of buildings and uses where possible.</li> <li>• Joint driveway access is encouraged.</li> </ul> <p><b>12.25</b> Wherever possible, vehicular parking should be situated below the building, or alternatively behind the building in a manner that does not conflict with pedestrian access from the street.</p> <ul style="list-style-type: none"> <li>• Surface parking areas should be screened from views from the street and adjacent residential properties.</li> </ul>
<p><b>3.b Rhythm of Spacing and Structures on Streets:</b> The relationship of a structure or object to the open space between it and adjoining structures or objects shall be visually compatible with the structures, objects, public ways and places to which it is visually related;</p>	<p><b>Building Placement, Orientation &amp; Use - Design Objective</b></p> <p>A new multifamily building should reflect the established development patterns, directly address and engage with the street, and include well planned common and private spaces, and access arrangements.</p> <p><b>12.10</b> The established historic patterns of setbacks and building depth should be respected in the siting of a new multifamily building.</p> <p><b>12.11</b> The front and the entrance of the building should orient to and engage with the street.</p> <ul style="list-style-type: none"> <li>• A new building should be oriented parallel to lot lines, maintaining the traditional, established development pattern of the block.</li> <li>• An exception might be where early settlement has introduced irregular street patterns and building configurations, e.g. parts of Capitol Hill.</li> </ul> <p><b>12.12</b> Access arrangements to the site and the building should be an integral part of the planning and design process at the earliest stage.</p> <p><b>12.13</b> The situation, orientation, configuration and design of a new multifamily building should include provision for common exterior open spaces at ground level. Site and design such space/s to address the following:</p> <ul style="list-style-type: none"> <li>• Reducing the bulk and the scale of the building.</li> <li>• Configuration for residential amenity and casual social interaction.</li> <li>• Shelter from traffic and traffic noise.</li> <li>• Plan for solar access and seasonal shade.</li> <li>• Landscape and light to enhance residential relaxation, enjoyment and neighboring environmental quality.</li> </ul>



<p><b>3.c Directional Expression of Principal Elevation:</b> A structure shall be visually compatible with the structures, public ways and places to which it is visually related in its orientation toward the street;</p>	<p><b>Building Placement, Orientation &amp; Use - Design Objective</b> A new multifamily building should reflect the established development patterns, directly address and engage with the street, and include well planned common and private spaces, and access arrangements.</p> <p><b>12.10</b> The established historic patterns of setbacks and building depth should be respected in the siting of a new multifamily building.</p> <p><b>12.11</b> The front and the entrance of the building should orient to and engage with the street.</p> <ul style="list-style-type: none"> <li>• A new building should be oriented parallel to lot lines, maintaining the traditional, established development pattern of the block.</li> <li>• An exception might be where early settlement has introduced irregular street patterns and building configurations, e.g. parts of Capitol Hill.</li> </ul> <p><b>12.12</b> Access arrangements to the site and the building should be an integral part of the planning and design process at the earliest stage.</p> <p><b>Vehicular – Cars &amp; Motorcycles</b> <b>12.22</b> A vehicular access and driveway should be discreetly placed to the side or to the rear of the building.</p> <ul style="list-style-type: none"> <li>• A vehicular entrance which incorporates a ramp should be screened from street views.</li> <li>• Landscape should be designed to minimize visual impact of the access and driveway.</li> </ul> <p><b>12.23</b> A single curb cut or driveway should not exceed the minimum width required.</p> <ul style="list-style-type: none"> <li>• Avoid curb cuts and driveways close to street corners.</li> </ul> <p><b>12.24</b> Driveways serving groups of similar uses should be consolidated to minimize visual intrusion, and to provide less interruption to the sidewalk, pedestrian character and flow.</p> <ul style="list-style-type: none"> <li>• Curb cuts should be shared between groups of buildings and uses where possible.</li> <li>• Joint driveway access is encouraged.</li> </ul> <p><b>12.25</b> Wherever possible, vehicular parking should be situated below the building, or alternatively behind the building in a manner that does not conflict with pedestrian access from the street.</p> <ul style="list-style-type: none"> <li>• Surface parking areas should be screened from views from the street and adjacent residential properties.</li> </ul> <p><b>12.43</b> A new multifamily building should be designed to create and reinforce a sense of human scale. In doing so consider the following:</p> <ul style="list-style-type: none"> <li>• Design building massing and modulation to reflect traditional forms, e.g. projecting wings and balcony bays.</li> <li>• Design a solid-to-void (wall to window/door) ratio that is similar to that seen traditionally.</li> <li>• Design window openings that are similar in scale to those seen traditionally.</li> <li>• Articulate and design balconies that reflect traditional form and scale.</li> <li>• Design an entrance, porch or stoop that reflects the scale characteristic of similar traditional building types.</li> <li>• Use building materials of traditional dimensions, e.g. brick, stone, terracotta.</li> <li>• Choose materials that express a variation in color and/or texture, either individually or communally.</li> </ul> <p><b>12.44</b> A new multifamily building should be designed to respect the access to light and the privacy of adjacent buildings.</p>
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<p><b>3.d Streetscape; Pedestrian Improvements:</b> Streetscape and pedestrian improvements and any change in its appearance shall be compatible to the historic character of the landmark site or H historic preservation overlay district.</p>	<p><b>Settlement Patterns &amp; Neighborhood Character</b></p> <p><b>Block &amp; Street Patterns - Design Objective</b> The urban residential patterns created by the street and alley network, lot and building scale and orientation, are a unique characteristic of every historic setting in the city, and should provide the primary design framework for planning any new multifamily building.</p> <p><b>12.5</b> A new apartment or multifamily building should be situated and designed to reinforce and enhance the established character, or master plan vision, of the context, recognizing its situation and role in the street block and building patterns.</p> <ul style="list-style-type: none"> <li>• Respect and reflect the scale of lots and buildings associated with both primary and secondary street frontages.</li> <li>• Site a taller building away from nearby small scale buildings.</li> <li>• A corner site traditionally might support a larger site and building.</li> <li>• A mid-block location may require careful design consideration to integrate a larger building with an established lower building scale.</li> <li>• Respect and reflect a lower scale where this is characteristic of the inner block.</li> </ul> <p><b>The Public Realm - Design Objective</b> A new multifamily building should respect the characteristic placement, setbacks, massing and landscape character of the public realm in the immediate context and the surrounding district.</p> <p><b>12.6</b> A new building should contribute in a creative and compatible way to the public and the civic realm.</p> <p><b>12.7</b> A building should engage with the street through a sequence of public to semi-private spaces.</p> <p><b>12.8</b> A new multifamily building should be situated and designed to define and frame adjacent streets, and public and common spaces, in ways that are characteristic of the setting.</p> <ul style="list-style-type: none"> <li>• Reflect and/or strengthen adjacent building quality, setbacks, heights and massing.</li> <li>• Reinforce the historic streetscape patterns of the facing primary and secondary streets and/ or alleys.</li> </ul> <p><b>12.9</b> A building on a corner lot should be designed to define, frame and contribute to the historic character of the public realm of both adjacent streets.</p> <ul style="list-style-type: none"> <li>• The street character will also depend on the adjacent street blocks and frontage.</li> <li>• Building setbacks may be different.</li> <li>• The building scale may also vary between the streets.</li> </ul> <p><b>Building Placement, Orientation &amp; Use - Design Objective</b> A new multifamily building should reflect the established development patterns, directly address and engage with the street, and include well planned common and private spaces, and access arrangements.</p> <p><b>12.11</b> The front and the entrance of the building should orient to and engage with the street.</p> <ul style="list-style-type: none"> <li>• A new building should be oriented parallel to lot lines, maintaining the traditional, established development pattern of the block.</li> <li>• An exception might be where early settlement has introduced irregular street patterns and building configurations, e.g. parts of Capitol Hill.</li> </ul> <p><b>12.12</b> Access arrangements to the site and the building should be an integral part of the planning and design process at the earliest stage.</p>
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	<p><b>Vehicular – Cars &amp; Motorcycles</b></p> <p><b>12.22</b> A vehicular access and driveway should be discreetly placed to the side or to the rear of the building.</p> <ul style="list-style-type: none"> <li>• A vehicular entrance which incorporates a ramp should be screened from street views.</li> <li>• Landscape should be designed to minimize visual impact of the access and driveway.</li> </ul> <p><b>12.23</b> A single curb cut or driveway should not exceed the minimum width required.</p> <ul style="list-style-type: none"> <li>• Avoid curb cuts and driveways close to street corners.</li> </ul> <p><b>12.24</b> Driveways serving groups of similar uses should be consolidated to minimize visual intrusion, and to provide less interruption to the sidewalk, pedestrian character and flow.</p> <ul style="list-style-type: none"> <li>• Curb cuts should be shared between groups of buildings and uses where possible.</li> <li>• Joint driveway access is encouraged.</li> </ul> <p><b>12.25</b> Wherever possible, vehicular parking should be situated below the building, or alternatively behind the building in a manner that does not conflict with pedestrian access from the street.</p> <ul style="list-style-type: none"> <li>• Surface parking areas should be screened from views from the street and adjacent residential properties.</li> </ul>
<p><b>4. Subdivision Of Lots:</b> The planning director shall review subdivision plats proposed for property within an H historic preservation overlay district or of a landmark site and may require changes to ensure the proposed subdivision will be compatible with the historic character of the district and/or site(s).</p>	<p><b>Settlement Patterns &amp; Neighborhood Character</b></p> <p><b>Block &amp; Street Patterns - Design Objective</b> The urban residential patterns created by the street and alley network, lot and building scale and orientation, are a unique characteristic of every historic setting in the city, and should provide the primary design framework for planning any new multifamily building.</p> <p><b>12.4</b> The pattern and scale of lots in a historic district should be maintained, as the basis of the historic integrity of the intricate ‘fine grain’ of the neighborhood.</p> <ul style="list-style-type: none"> <li>• Avoid assembling or subdividing lots where this would adversely affect the integrity of the historic settlement pattern.</li> </ul> <p><b>12.5</b> A new apartment or multifamily building should be situated and designed to reinforce and enhance the established character, or master plan vision, of the context, recognizing its situation and role in the street block and building patterns.</p> <ul style="list-style-type: none"> <li>• Respect and reflect the scale of lots and buildings associated with both primary and secondary street frontages.</li> <li>• Site a taller building away from nearby small scale buildings.</li> <li>• A corner site traditionally might support a larger site and building.</li> <li>• A mid-block location may require careful design consideration to integrate a larger building with an established lower building scale.</li> <li>• Respect and reflect a lower scale where this is characteristic of the inner block.</li> </ul>

## ATTACHMENT C: R-MU ZONING STANDARDS

### R-MU (Residential/Mixed Use District)

The purpose of the R-MU residential/mixed use district is to reinforce the mixed use character of the area and encourage the development of areas as high density residential urban neighborhoods containing retail, service commercial, and small scale office uses. This district is appropriate in areas of the city where the applicable master plans support high density, mixed use development. The standards for the district are intended to facilitate the creation of a walkable urban neighborhood with an emphasis on pedestrian scale activity while acknowledging the need for transit and automobile access.

### Zoning Ordinance Standards for R-MU - (21A.24.170)

Standard	Proposed	Complies
<b>Lot Area:</b> No requirement		<b>Does Not Apply</b>
<b>Minimum Lot Width:</b> 50 feet	Approximately 535 feet	<b>Complies</b>
<b>Minimum Open Space:</b> Not less than 20% for residential and mixed uses.	45%	<b>Complies</b>
<b>Front Yard Setback:</b> No Requirement		<b>Does Not Apply</b>
<b>Rear Yard Setback:</b> 25% of the lot depth, but not less than 20 feet and need not exceed thirty (30) feet.	Varies: 23 Feet. 1.5" at smallest extent	<b>Does Not Comply Special Exception Needed</b>
<b>Interior Side Yard Setback:</b> No requirement		<b>Does Not Apply</b>
<b>Maximum Building Height:</b> 75 feet	Maximum Building Height: 75 Feet	<b>Complies</b>
<b>Landscaped Buffer:</b> 10 foot wide landscape buffer when adjacent to single or two family residential zoning	Buffer of 23 to 32 feet is shown on plans, however information about compliance with the requirements for Landscape buffer in 21A.48.080 (ie: percentage of vegetation, trees etc.) is needed.	<b>More Information Needed</b>
<b>First Floor Glass:</b> The first floor elevation facing a street shall not have less than forty percent (40%) glass surfaces.	Street-facing first floor facades have 44% qualifying glass surfaces.	<b>Complies</b>
<b>Facades:</b> Provide at least one operable building entrance per elevation that faces a public street.		<b>Complies</b>
<b>Maximum Length:</b> The maximum length of any blank wall uninterrupted by windows, doors, art, or architectural detailing at the first floor shall be fifteen (15) feet.		<b>Does Not Comply Modifications required to North and East Facades.</b>
<b>Screening:</b> All building equipment and service areas, including on grade and roof mechanical equipment and transformers that are readily visible from the public right of way, shall be screened from public view.		<b>Complies</b>



## **ATTACHMENT D: WORK SESSION TEMPLATE-DRAFT**

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## **WHAT IS A WORK SESSION?**

A Work Session is an informal, yet organized and structured, meeting with participants who have a stake in a given project with the purpose of “working” through issues and documenting results of the discussion while moving toward the production of a final product. Further, a work session is a vehicle for addressing major issues or concerns more effectively and earlier in the process. They make future public hearings more productive, focusing on whether a proposal meets standards and guidelines. A work session is different from a public hearing because in a work session no testimony is taken from the public (although the public may attend the session), no formal staff analysis or recommendation is provided, and the work session is non-binding. It is an opportunity for the applicant to bring a complex project to the HLC and have formal access to the entire commission in a public setting in order to explain the concept and nuances of a project, answer questions, and receive direction to make the process decision making more predictable when revising or returning for a final decision.

A work session would be coordinated and facilitated by Planning Staff and would include, but not be limited to, the following core characteristics:

- *Work sessions have a purpose that is aligned to project objectives* – They are designed to achieve a specific goal or project resolution/clarification.
- *Work sessions encourage discovery* – A work session is a place for healthy discussion; a place of discovery where the ideas and opinions of all the participants contribute to exploring and defining the best outcome of a project.
- *Work sessions are systematic* – The work session has a defined approach and structure and is not an ad hoc meeting of interested parties. Preparation, work session delivery, and follow-up activities are all part of the work session process with clear roles and responsibilities.
- *Work sessions are collaborative* – The participants do not attend a work session so that an expert can tell them what to do, all parties are viewed as having individual input. The participants are led by a facilitator, typically planning staff, who seeks input and involvement to achieve work session objectives.
- *Work sessions create substantive outputs* – Work sessions result in quality discussion and direction, and are designed to produce the decisions and content required for the delivery of a high quality product in the end. They should improve predictability and decrease the need for multiple public hearings by allowing more thorough analysis of complex issues and feedback from the Commission prior to a formal public hearing.



- *Work sessions promote accountability* – Direction within the work session are typically made by consensus. Participants respect the direction given during a work session.

## **WORK SESSION EXPECTATIONS**

### **PLANNING STAFF’S ROLE IN A WORK SESSION**

Planning Staff’s primary role in the work session environment is that of facilitator. Good facilitation requires:

- Planning and the ability to think through desired objectives and the creation a plan to achieve them,
- Flexibility to change direction to accommodate group needs,
- Objectivity to guide discussion of key issues toward without bias,
- Thorough knowledge of City Plans and associated policies, ordinances, and guidelines as they relate to historic preservation, and;
- Good communication skills to collect from and disseminate information to the group effectively.

### **AN APPLICANT’S ROLE IN A WORK SESSION**

The responsibility of an applicant in a work session is to provide adequate information to facilitate a meaningful and productive discussion. At a minimum, the application materials required by the City’s Zoning Ordinance in terms of a “complete submittal” should be provided. In addition, any materials that are deemed important by an applicant to further promote an in-depth discussion should be submitted. Items requested by Planning Staff to present issues in further detail for the all participant’s benefit are encouraged. In short, the responsibility of the applicant is to provide the minimum required application materials and information for the purpose of facilitating a productive work session ie: issue identification, analysis of alternatives, and resolution as feasible.

### **THE HLC’S ROLE IN A WORK SESSION**

The HLC will actively consider information and materials provided by the applicant and engage in focused discussion with the applicant, in order to provide constructive feedback and direction on a proposal based on adopted plans, zoning ordinance standards, and preservation guidelines. The role of the HLC is not to design a project by “committee”, rather it is to provide input and advice for an applicant so that a more historically compatible, standard compliant product results through the participation of all parties.

## **TYPICAL WORK SESSION STRUCTURE**

A work session with the HLC would typically be organized utilizing the following meeting structure:

- The HLC chairperson directs the work session and introduces the project applicant.
- Planning Staff provides an introductory overview of the project and identifies issues and concerns based on adopted standards and guidelines.
- Applicant provides a proposal overview including how the proposal meets adopted standards and guidelines.
- Discussion between the members of the HLC and the applicant.
- Verbal summary of the discussion including issues and concerns plus further direction from the HLC to Planning Staff and the applicant.

After the work session, Planning Staff provides a summary document of the work session discussion to the applicant and HLC, and conducts any necessary follow-up in preparation for a formal presentation at the HLC public hearing.

## **DESIRED WORK SESSION OUTCOMES**

The following are benefits that should result from a productive and successful work session, and should be objectives of any work session conducted by the HLC:

- Ownership of the work session outcome(s),
- Improved project quality; meeting or closer to meeting required standards,
- Improved working relationships,
- Informed decision making,
- Predictability, early issue identification, resolution exploration and expectations,
- Reduction of the overall project elapsed time,