



Commercial Urban Design & Architectural Guidelines

**Tradition Design Review Committee
Submittal Review Checklist**

November 30, 2006

Compiled by **CMH ASSOCIATES**

TDRC Review Checklist

TRADITION COMMERCIAL URBAN DESIGN & ARCHITECTURAL

Applicant Project No.: _____

Applicant Name: _____

Date Received by the TDRC for Review: _____

| Checklist Item | Compliance | | | Approved |
|----------------|------------|----|-----|-----------|
| | Yes | No | N/A | w/Condit. |

GENERAL

1. Was the application submitted to the correct address?
2. Was the application addressed to the correct person?
3. Were the correct number of copies of the application package submitted?
4. Was the correct contact information provided?
5. Were the architectural drawings prepared by a licensed architect?
6. Was Exhibit 2- Submittal Checklist completely and correctly filled out by the Applicant?

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SUBMITTAL REQUIREMENTS EVALUATION

A. GRAPHIC FORMAT

1. Has the following graphic format been provided?

- a. **Master Plan Drawing Scale:** 1"=100' or 1" = 200' (larger scale permitted for smaller site)
- b. **Building Elevation Scale:** 1/8" = 1' or 1/4" = 1'
- c. **Sheet Size:** 24" x 36", 30" x 42" or 36"x48"
- d. **Materials and Details Sheet:** one, foam core color board, 24" x 36" per building type submitted

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B. MASTER PLAN

Note: The Applicant is asked to prepare the following base sheet that will be used as the background for preparing each of the required plan submittals identified below.

1. Titleblock Information

a. Has a titleblock been provided with the following information?

1. Name, address, phone number of the Developer?
2. Name, address, phone number of the Architect?
3. Name, address, phone number of the Landscape Architect?
4. Project name, address and adjacent street name(s)?
5. Scale and north arrow?
6. Submittal type and date?

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2. Has an acknowledgement statement been provided on each sheet stating that the applicant has prepared the plans in accordance with the current edition of the Commercial Urban Design and Architectural Design Guidelines, the Commercial Landscape and Site Design Guidelines and the Tradition Master Signage Guidelines?

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3. Has a summary table been provided with the following tabulation?

- a. Lot dimensions and the total area of the parcel?
- b. Total area of each development parcel?
- c. Total square footage for commercial retail and office?
- d. Total residential units?
- e. Total square footage of open space?
- f. Total parking spaces, both provided and required?

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4. Site Information

a. Has the following site and boundary information been located, labeled and dimensioned on the master plan?

- 1. Perimeter site/property lines?
- 2. Building setback lines?
- 3. Dedicated drainage and utility easements?
- 4. Location and type of all buildings?
- 5. Location and dimensions of roads?
- 6. Location of pedestrian walkways, paths, trails and sideawlks?

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b. Have the following adjacencies been shown on the site plan?

- 1. Existing roadways adjacent to the site?
- 2. Existing sidewalks and public paths adjacent to the site?
- 3. Building footprints on adjacent sites?
- 4. Existing driveways and parking lots adjacent to the site?
- 5. Existing lakes and/or wetlands immediately adjacent to the site?

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c. Have the following buildings and structures been shown on the site plan?

- 1. Location and footprint of commercial structures?
- 2. Locatin and footprint of attached and detached ancillary structures?
- 3. Location and graphic representation of ground floor windows, doors and significant architectural features?
- 4. Location of walls and/or fences

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d. Have the following site elements been shown on the site plan?

1. Location of pedestrian paving, such as walkways, terraces, patios, courtyards, etc?
2. Location of vehicular paving, such as driveways, alleys, etc.?
3. Location of other vertical site elements including any community thematic elements?
4. Location of mail boxes?

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e. Have the following water features been shown on the site plan?

1. Location of wetlands, dry ponds, wet ponds, fountains and other water features?

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f. Have the following utilities and utility elements been shown on the site plan?

1. Location of all utility, drainage and other easements?
2. Location of ground mounted utilities such as backflow preventors, transformers, lift stations, etc.?
3. Location of wall mounted utilities such as meters, panel boxes, etc?
5. Location of trash refuse areas if not located in enclosed service areas and screen wall enclosures?
6. Location of recommended screen walls or fences for utilities?
6. Location of utility service lines
7. Location of tanks and generators?
8. Location of all potable and irrigation main water lines and home service lines?

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C. ARCHITECTURAL DRAWINGS

1. Has a summary table been provided with the following tabulation?

- a. Percentage of façade plane along the build-to line?
- b. Percentage of ground floor façade that is glazed?
- c. Percentage of upper floor façade that is glazed?

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2. Does the Key Plan include the following information?

- a. Parcel location and perimeter lot/property lines
- b. Names for all surrounding roads?
- c. Adjacencies?

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3. Are the building elevations fully rendered?

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4. Are the following items clearly identified on the building elevations?

- a. Base, middle and top?
- b. Windows and doors?
- c. Arcades, colonnades, porches, balconies, canopies and awnings?
- d. Screen fences or walls for utilities?
- e. Location of all building signage?
- f. Location of all exterior building lighting?

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5. Do the Materials and Details sheets show the following information?

- a. Fully rendered perspective of main elevation?
- b. Color swatches for all facades?
- c. Material samples for all facades and roofs?
- d. Details of all windows, doors and shop fronts?
- d. Details of roof features, such as, but not limited to dormers and roof screening?

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DESIGN REVIEW EVALUATION

I. URBAN DESIGN GUIDELINES

A. Development Framework

- 1. Does the commercial use complement the surrounding residential neighborhoods?
- 2. Does the master plan allow for flexibility for future development to respond to market conditions?
- 3. Has the development parcel been designed with the greater development goals of Tradition in mind?
- 4. Does the master plan utilize natural features as public amenities?

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B. Scale and Character of Commercial Development

- 1. Has the scale of the commercial development been identified correctly?
- 2. Does the design of the commercial areas respond to the desired scale for the development?

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C. Neighborhood Commercial Areas

1. Commercial Scale

- a. Is the commercial located within a residential neighborhood?
- b. Are commercial uses located on the first floor only?
- c. Is the ratio of commercial to residential approximately 1 storefront per 300 dwelling units?
- d. Are buildings a maximum of three stories in height?
- e. Have commercial uses been placed on the corners of development blocks?

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2. Site Design & Building Orientation

- a. Are buildings setback a short distance from the right-of-way, with a porch or stoop connecting the building to the street?
- b. Do the buildings cover less than 60% of the lot?
- c. Is the building positioned so that there are yards on both sides?
- d. Are service areas located in the rear of buildings, accessed through alleys or driveways?
- e. Is off-street parking located to the rear of the primary structure?
- f. Is off-street parking at least 20 feet from the sidewalk?

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D. Village/Town Centers

1. Commercial Scale

- a. Are commercial uses located on medium-sized, mixed-use commercial blocks?
- b. Are retail uses located only on the first floors of buildings?
- c. Are residential and office uses located on upper floors?
- d. Proportionally, do residential uses outweigh commercial uses?
- e. Do blocks contain a number of smaller buildings, with frontages of 120 feet or less?
- f. Is parking provided at a ratio of 4 spaces per 1,000 square feet of commercial?
- g. Is parking provided at a ratio of 1.5 spaces per dwelling unit?
- h. Has the future development of blocks been assessed using the parking to building ratios?

- i. Are buildings between two and four stories in height?
- j. Is all parking either hidden behind buildings or buffered from the right-of-way by a 20 foot vegetative strip?
- k. Have parking structures been avoided?

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2. Site Design & Building Orientation

- a. Does the placement of buildings create strong urban walls and a high quality street space?

- b. Do all buildings address the street with primary entrances and shopfronts?
- c. Do buildings cover less than 70% of the lot?
- d. Have all buildings been placed on the edges of development blocks, facing streets or open spaces?
- e. Does a minimum of 60% of the primary linear footage of each development block contain building frontages, built to the right-of-way line?
- f. Are townhouse buildings setback a minimum of fifteen feet from the right-of-way line?
- g. Are townhouse buildings elevated a minimum of two feet from the sidewalk?

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| | Yes | No | N/A | w/Condit. |
| h. Does building massing vary among buildings across the length of the block? | | | | |
| i. Have corner locations been utilized as places for distinguished architecture and signage? | | | | |
| j. Does the setback zone contain usable public or semi-public spaces? | | | | |
| k. Have the appropriate architectural details been used? | | | | |
| l. Are all service areas, garages and equipment interior to the development block and accessed through alleys or service lanes? | | | | |
| m. Is parking located interior to the development block, a minimum of 20 feet from the right-of-way? | | | | |

E. Regional Commercial Districts

1. Commercial Scale

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| a. Has a compact development pattern been used, with small blocks and a tight network of streets? | | | | |
| b. Do buildings cover less than 80% of the lot? | | | | |
| c. Are all buildings located on the edge of development parcels, facing streets and open spaces? | | | | |
| d. Do all buildings, regardless of size, present varied frontages that appear to be less than 120 feet in length? | | | | |
| e. Does building massing vary across the length of the block? | | | | |
| f. Have corner locations been utilized as places for distinguished architecture and signage? | | | | |
| g. Are all storefronts, regardless of type, composed of a variety of appropriate architectural elements? | | | | |
| h. For commercial uses, has parking been provided at a ratio of 3 spaces per 1,000 square feet? | | | | |
| i. Has the future development of blocks been assessed using the parking to building ratios? | | | | |
| j. Are all buildings between two and six stories in height? | | | | |
| k. Are all service areas, garages and equipment interior to the development block and accessed through alleys or service lanes? | | | | |
| l. Is parking located interior to the development block, a minimum of 20 feet from the right-of-way? | | | | |
| m. Have parking structures been considered? | | | | |
| n. Have all parking structures been treated with appropriate architectural features? | | | | |

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2. Religious Institutions

- a. Are religious institutions placed within Neighborhood Commercial or Village Center areas?
- b. Do the prominent architectural features terminate vistas or provide visual axes?
- c. Do buildings front on primary rights-of-way?

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3. Other Civic Buildings

- a. Are buildings located within either Village or Town Centers based on the scale and use of the building?
- b. Have appropriate architectural elements been used?
- c. Are buildings situated on open spaces and/or natural features?

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G. Special District - Research and Development Facilities

1. Commercial Scale

- a. Has the signature office building type been used?
- b. Has building composition been used to create meaningful, usable open spaces?
- c. Are primary facades and entries located for convenience from parking lots, open spaces and pedestrian pathways?
- d. Are facades and entries articulated with signifying architectural features?
- e. Have back and side facades been designed appropriately when facing open spaces or pedestrian areas?
- f. Are buildings composed of simple, but varied massing, with high transparency ratios?
- g. Has provision been made to accommodate a large amount of natural light?

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2. Site Design & Building Orientation

- a. Does the placement of buildings relate to the overall circulation and open space pattern within the site?
- b. Do buildings relate to each other to form planned, usable open spaces?
- c. Do pedestrian pathways connect the functional destinations of the site?
- d. If a significant natural feature is present, have buildings and open spaces been located to utilize the amenity?
- e. For larger, more complex sites, has a system of nodes and pathways been utilized?
- f. Is mechanical equipment out of view from streets, parking lots, open spaces, pedestrian pathways and building windows?
- g. Have public buildings been placed on the edges of the development parcel, to connect the parcel with the surrounding development?

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H. Building Types

1. Have the appropriate building types been used for the different commercial scales?

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2. Mixed-Use Buildings

a. Have ground floors been designed to accommodate storefronts and/or convenience retail?

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b. Do storefronts contain appropriate architectural details (canopies, awnings and windows)?

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c. Have upper floors been designed with bay windows, balconies and other appropriate architectural elements?

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d. Are rooflines distinguished with setbacks, terraces, projecting cornices, parapets, unique profiles and/or changes in materials?

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e. Do larger buildings provide varied massing?

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3. Townhouses

a. Do buildings appear as either a single, large residential unit or row houses?

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b. Does each unit have an individual front door and front yard?

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c. Do larger buildings provide varied massing?

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4. Signature Office

a. Have office buildings been designed appropriately, as part of the overall development block?

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b. Are primary entrances facing the street, with appropriate architectural treatment?

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c. Is the predominant expression masonry walls with regularly spaced, punched openings?

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d. Have upper floors and rooflines been treated with architectural elements that enhance the façade?

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e. Do ground floors contain shopfronts and convenience retail?

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5. Apartments

a. Has a palette of architectural elements been used, including entry stoops, terraces, porches, balconies, bay windows, sloped roofs, dormers, roof terraces and awnings?

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b. Have large apartment houses been modeled to reduce the apparent size of the building?

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c. Have courtyards, terraces and patios been incorporated into the overall design?

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d. Does the façade reflect the residential scale, through the use of façade setbacks and other architectural treatment?

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6. Automobile-Oriented/Drive-Through

i. Does the first floor accommodate active storefronts and entrances?

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ii. Do any additional floors contain active uses?

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iii. Are additional floors divided into bays of regularly spaced, punched openings?

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iv. Has signage been placed above the first floor where possible?

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7. Large Footprint

i. Have buildings been incorporated into the overall master plan to form solid, but varied street walls?

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ii. Do ground floors accommodate street-oriented storefronts and building entries?

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- iii. Do additional stories contain active uses?
- iv. Have rooflines been composed to create a rich profile where buildings meet the sky?
- v. Has the middle been divided into bays, with regularly spaced openings?
- vi. Is the predominant expression masonry walls with regularly spaced, punched openings?
- vii. Do glass curtain wall systems not exceed 50% of the wall surface?
- viii. Is the top distinguished from the middle with architectural elements?
- ix. Are facades oriented horizontally with a system of bays?
- x. Has signage been placed above the first floor where possible?

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H. Open Space

1. Have a variety of open spaces been incorporated into the master plan?
2. Do open spaces vary in scale and function?
3. Are open spaces connected to commercial centers and residential neighborhoods by clear and direct public paths, greenways or sidewalks?
4. Have open spaces been incorporated at internal, edge and/or corner locations?
5. Have all public open spaces incorporated landscaping, shaded areas and opportunities for seating?
6. Has bicycle parking been provided in locations that do not obstruct the flow of pedestrians?
7. Are bicycle parking spaces easily identifiable from public open spaces?
8. Have opportunities for outdoor dining been provided?
9. Have water bodies been designed as opportunities for active or passive recreation?

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I. Streets

1. Have streets been designed as a component of the public realm?
2. Do planned street networks respond to the existing geometry of the street system, add to the connectivity between parcels and increase the overall accessibility within Tradition?
3. Do streets serve both pedestrians and vehicles?
4. Do streets connect the commercial development to the surrounding community?
5. Has a variety of street types been incorporated?
6. Have streets been designed to incorporate on-street parking?
7. Do right-of-ways contain generous sidewalks and landscaping?
8. When pedestrian and vehicular circulation paths intersect, is a change in paving materials, textures or colors provided?

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J. Landmarks, Focal Points and Axes

1. Does building design and placement respond to key view corridors and open spaces?
2. Do landmarks and focal points terminate visual axes and vistas?
3. Are special architectural features, such as towers, bay windows, taller elements and articulated building entrances placed at focal points and on prominent corners?
4. Has public art been incorporated into the master plan?

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K. Site Circulation and Parking

1. Parking Requirements

- a. Has parallel parking been provided on one or both sides of all streets?
- b. Have surface lot spaces been designed according to the City of Port St. Lucie Land Development Code?
- c. Has commercial parking within Village Centers been provided at a ratio of 4 spaces per 1000 square feet?
- d. Has commercial parking within Town Centers been provided at a ratio of 3 spaces per 1000 square feet?
- e. Has residential parking been provided at a ratio of 1.5 spaces per unit?
- f. Have shared parking strategies been utilized?
- g. Has only one curb cut been provided on all blocks of less than 350 feet in length?
- h. Has no more than two curb cuts been provided on all blocks greater than 350 feet in length?
- i. Do all residential buildings have dedicated parking for residents, located off-street in garages or small surface lots?

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2. Parking Location

- a. Is long-term parking accommodated in parking lots and structures, located mid-block and accessible via service lanes or mid-block courtyards?
- b. Are parking garages located off of public streets?
- c. Are parking garages easily accessible by pedestrians?
- d. Are all permanent surface lots located in the middle of the development block, behind buildings or screened according to the Commercial Landscape Design Guidelines?

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3. Circulation and Parking Design

- a. If visible from public streets, are the facades of garages architecturally treated?
- b. Do surface lots have a continuous tree canopy?
- c. When pedestrian and vehicular paths intersect, is the primary focus on pedestrian safety?
- d. Are pedestrian pathways incorporated into all surface lot design, providing access from the parking lot to the building and the right-of-way?

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| | Yes | No | N/A | w/Condit. |

L. Service Areas and Equipment

1. Service Area Requirements

- a. Are service areas located at the rear of buildings or in the middle of development blocks?
- b. Are service area located no closer than 20 feet from any public street, sidewalk or internal pedestrian way?
- c. Is delivery traffic and customer parking separate?
- d. For single-loaded buildings, is a 30 foot service lane provided?
- e. For double-loaded buildings, is a 40 foot service lane provided?
- f. Are service doors oriented away from public view, not facing public streets?
- g. Are loading areas and dumpsters on the interior of development blocks, accessible by service lanes?

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2. Equipment Requirements

- a. Is all equipment, whether freestanding or mounted on roofs, concealed from view on all sides?
- b. Are all gutters and downspouts located as to shield the public walkways from water run-off?
- c. Are satellite dishes located appropriately, either on rooftops or in alleys and service lanes, and not visible from any public right-of-way or dedicated open space?
- d. Are all lightning rods designed to match the architectural character of the building?
- e. Are all grounding wires concealed from public view?
- f. Are all kitchen equipment and access to kitchen areas not visible from public rights-of-way or open space?
- g. Are non-enclosed areas for the storage/sale of seasonal inventory permanently defined and screened with walls and/or fences?
- h. Are security cameras concealed to match the architecture of the building?
- i. Are shopping carts stored within the building or screened with a wall that is integrated into the architecture of the adjoining building?
- j. Are cart management corrals located appropriately?

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3. Utility Requirements

- a. Are utilities located along service lanes or integrated into the architecture of the adjoining building?
- b. Are utility cabinets and pedestals located appropriately, not in landscape islands or public rights-of-way?
- c. Are utility facilities located so to not conflict with featured views, outdoor dining areas, site circulation and public spaces?
- d. Is general delivery of mail provided to the suite number or proper address? If not, are mail boxes placed in exterior service areas or on the interior of the building?
- e. Are controller cabinets for traffic signals located sufficiently away from intersections, or within the primary building?

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4. Screening Requirements

- a. Are all service areas, storage areas, controller cabinets and dumpsters screened as defined in the Commercial Landscape Design Guidelines, or integrated into the architecture of the adjoining building?

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I. ARCHITECTURAL GUIDELINES

A. Commercial Facades

1 General Requirements.

- a. Are all of the buildings composed of an architecturally differentiated base, middle and top?
- b. Do facades greater than 100 feet in length, measured horizontally, incorporate projections or recesses?
- c. Are the materials extremely durable and easy to clean?
- d. Are architectural elements, walls and columns protected with barriers designed into the façade of the building?
- e. Have long sections of blank street façade and long sections of windows without doors been avoided?

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2. Storefront Elevations

- a. Have varying combinations of architectural elements, including canopies, awnings, arcades and colonnades been used in the composition of storefronts?
- b. Are the primary entrances to ground floor spaces facing public streets, or on corner lots, facing the active corner?
- c. Where building frontages exceed 50 feet in length, are doors or entrances with public access provided at intervals no greater than 50 feet?
- d. Is 45-65% of the storefront wall area transparent?
- e. Are structural components, such as piers, columns, pilasters and trim used to frame storefront windows?
- f. Do storefronts have glazed doors and large display windows which align with upper-story bays?
- g. Are storefront entrances recessed, a maximum of four feet?
- h. Are display window sills no higher than 30 inches above the sidewalk?
- i. Has the use of reflective glass, bronze-tinted glass and frosted materials been avoided for ground floor facades?
- j. Has shelving been kept from interfering with the transparency of the storefront windows?
- k. Are roll-down security grates or shutters compatible with the architectural style of the building and character of the area?

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3. Upper Façade

- a. Are wall signage, awnings and canopies located within the upper façade?

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- b. Is there an architecturally-coherent utilization of either canopies or awnings, making the building appear as one entity?
- c. Are the materials and colors used for the canopies or awnings complementary to the storefront treatment?
- d. Are upper-story windows vertical in proportion?
- e. Are upper-story windows consistent with the scale and character of the building?
- f. In buildings with upper-story retail or offices, are windows single, paired or ganged to fill the entire width of the bay?
- g. On upper stories, do windows occupy 30-40% of the street façade?
- h. Have odd-shaped windows, or a mix of different window types, been avoided?
- i. In residential buildings, do windows comprise 20-30 percent of the wall area of the street façade?
- j. Are windows on the upper façade subdivided with true divided panes, or with raised exterior muntins to give the appearance of true divided panes?
- k. Do banded windows incorporate sun shades?
- l. Are sills and thresholds articulated, with a reveal of no less than one inch from the wall surface?

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4. Back and Side Facades

- a. Are all facades that are visible from adjoining properties, streets, open spaces or interior
- b. Are the characteristics, materials and colors of the back and side facades similar to the front

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B. Building Massing

- 1. Are all facades composed horizontally of a base, middle and top, subdivided vertically?
- 2. Is the ground floor of commercial buildings expressed differently from upper floors?
- 3. Are middle floors substantial in material and composition?
- 4. Do middle floors include punched window openings that occupy 40-60% of the building surface?
- 5. Are longer building facades subdivided into two or more smaller facades?
- 6. Have arcades or storefront expressions with large areas of glass recessed from the building plane, or heavy masonry base with punched openings and heavily articulated entries been used?

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C. Building Height

- 1. Are buildings composed of simple volumes, primarily two to eight stories in height?
- 2. Do buildings have primarily flat or sloped roofs?
- 3. Where parking structures are proposed, are buildings taller than the garages?
- 4. Do buildings meet zoning requirements for the City of Port St. Lucie?
- 5. Are retail, office and hotel first floors approximately 16 feet in height?

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| | Yes | No | N/A | w/Condit. |

- 6. Are residential first floors approximately 14 feet in height?
- 7. Are upper floor-to-floor heights a minimum of 14 feet for office uses?
- 8. Are upper floor-to-floor heights a minimum of 10 feet for residential uses?
- 9. Have floor-to-floor heights been indicated on all submitted section drawings?

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D. Roof Features

1. General Requirements.

- a. Do roof elements add to the overall community appeal?
- b. Are the cornices of buildings articulated where the building meets the sky?
- c. Have traditional roofs, cantilevered cornice elements, or flush surfaces that are curved in plan been used to create distinctive skylines?
- d. Have the acceptable roofing materials, clay tiles, architectural shingles and standing seam metal roofing, been used?
- e. Are roof slopes a minimum of 7:12 and a maximum of 10:12?
- f. Do overhanging eaves extend no less than three feet past the supporting wall?
- g. Is all rooftop mechanical equipment shielded from view?
- h. Are mechanical penthouses subdivided into bays which complement the structure of the façade?
- i. Are mechanical penthouses made of the same materials as the façade?
- j. Have any green roofs or rooftop pavillions been used?

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2. Parapet Wall Requirements

- a. Do all parapet walls feature three-dimensional cornice treatments, composed of masonry materials?
- b. Are parapet walls a minimum of five feet high, not exceeding 15% of the height of the supporting wall?
- c. Where necessary, do parapet walls wrap the facades that address the street to conceal any mechanical equipment?
- d. Is the inner face of parapet walls unseen from the street?

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3. Dormer Requirements

- a. Are authentic dormers used to light and/or vent attic spaces?
- b. Are dormers single, paired or triple windows, with gable parapets or gable and hipped roofs?
- c. Are dormer sizes in proportion to windows on the main mass of the building, with four to six inches of trim?
- d. Are dormers centered on bays or between bays?

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| | Yes | No | N/A | w/Condit. |

E. Awnings and Canopies

1. Are awnings and canopies designed for all applicable wind and seismic loads to meet, but not exceed, local building codes?
2. Have the encouraged fabric, canvas, vinyl-coated or aquiline awnings been used?
3. Have metal awnings been utilized in a controlled manner and in a way that will enhance or emphasize hierarchical spaces?
4. Are the colors of fabric awnings compatible with the buildings color scheme?
5. Are awnings and canopies architecturally coherent across the building in terms of height, size, materials and color?
6. Are awnings even and appropriately shaped?
7. Do awnings and canopies reinforce the architecture of the building, not interfering with windows and cornices?
8. Do awnings and canopies conform to the size of the individual windows?
9. Do second-story awnings and canopies complement the first floor storefront awnings in terms of size, material, height, color, etc?

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F. Colonnages and Arcades

1. Have any arcades or colonnades been thoroughly integrated as part of the overall architecture of the building?
2. Is the clear space between the storefront and the inside face of the support column ten feet wide or greater?
3. Is the arcade or colonnade high enough to allow ample light for the areas underneath?
4. Is lighting provided for the covered pedestrian space?
5. Is the distance between the outside face of the support columns and the face of the curb a minimum of 18 inches and a maximum of 36 inches?
6. If outdoor dining and vending occurs within an arcade or colonnade, is the clear walking space no less than six feet wide at any point?
7. If ceiling fans have been incorporated into the design, does enough space remain for safe pedestrian passage?
8. Have arcade and colonnade ceilings been build with durable materials, able to withstand pressure washing?
9. Have only permitted materials been used (not suspended ceilings, EIFS or gypsum board)?

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G. Balconies

1. Do balconies not exceed 25 feet in length?
2. Do cantilevered balconies project no more than five feet from the principle façade?
3. Do balconies encroach the public right-of-way no more than 18 inches from the curb?
4. Have structural brackets been integrated into the architecture of the building?
5. Does the position of structural or visually decorative brackets not interfere with the movement of pedestrians on the sidewalk?
6. Are cantilevered balconies roofed or framed by columns?

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H. Shutters

1. Do all shutters meet the requirements of Section 2413 of the Florida Building Code?
2. Are all shutters designed to resist wind pressures and impact load requirements for the appropriate High-Velocity Hurricane Zone?
3. Are shutters that are used to protect openings above the first story permanently installed and closeable from inside the building?
4. Is side clearance between the shutter and the wall a maximum of 1/4 inch?
5. Is shutter overlap a minimum of 1.5 times the side clearance?
6. Are all shutters functional?
7. Are all shutters hinged to the window casing, not the structure?
8. When open, do shutters appear parallel to the structure?
9. When closed, do shutters cover all components of the window, from sash to shell?

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I. Signage

1. Does all signage comply with the City of Port St. Lucie building codes?
2. Does all signage comply with the Tradition Master Sign Program?
3. Are signs appropriately integrated into the architectural design of the building?
4. Are all signs un-interfering with adjacent buildings?
5. Are shopfront-level signs primarily oriented for pedestrians and scaled appropriately?
6. Are shopfront-level signs mounted perpendicular to the sidewalk, on the storefront piers or the underside of canopies?
7. Are street-facing signs installed on panels above the display windows or below the second story window sills?
8. Have the appropriate materials been used, including painted or carved wood signs, painted wall signs, sheet metal signs and lettering applied to glass, been used?
9. Has neon signage been avoided?

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| 10. Are signs lit with concealed incandescent lighting? | | | | |
| 11. Does the size, color, shape and location of signage complement the building façade? | | | | |
| 12. Have building elements, such as windows, cornices or decorative details remained unobscured? | | | | |
| 13. Are individual storefront signs comparable, in terms of design, size and placement, along the building and with signage on other storefronts in the same building? | | | | |
| 14. Has signage been prohibited above the expression line, except for wall-mounted, highly decorative hanging signs that compliment the building façade, small window signs and signs that are incorporated into the cornice detail? | | | | |

J. Lighting

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| 1. Has lighting been used efficiently and sparingly to highlight display windows, entrances, signs and architectural details? | | | | |
| 2. Has the intensity of overall lighting been balanced with that of display windows? | | | | |
| 3. Have light sources been shielded? | | | | |
| 4. Have high-intensity floor lights, or other lights directed at pedestrians or vehicles, been avoided? | | | | |
| 5. Has spillover from lighting, in proximity to residential areas, been avoided? | | | | |
| 6. Do storefronts remain unshuttered at night, providing a view of interior spaces lit from within? | | | | |
| 7. Is lighting a minimum of eight feet in height? | | | | |