



Planning Department
DESIGN REVIEW ■ Application Checklist

| | |
|------------------|--------------------|
| Project name: | Concurrent File #: |
| Applicant/agent: | |

All applications are required to contain one copy of the following:

| Applicant (√) | Description | Staff (√) |
|------------------|--|--------------|
| | Completed and signed Administrative Review Application <i>(If also submitting a concurrent application for Conditional Use Permit, design review will be processed along with that application. Therefore, an Administrative Review application is not necessary in this case; just check the Design Review box on Commission & Council Review Application and submit the information below.)</i> | |
| | Completed Design Manual Compliance Checklists (B. Urban Design Guidelines; C. Urban/Suburban Design Guidelines; D. Suburban Design Guidelines; E. Residential Design Guidelines) as applicable. | |
| | Provide in a narrative letter, how the proposal addresses guidelines contained in the Meridian Design Manual and UDC 11-3A-19: 1. Architectural Character: a. Facades. b. Primary public entrance(s). c. Roof lines. d. Pattern variations. e. Fenestration f. Mechanical equipment: All ground-level and rooftop mechanical equipment shall be screened to the height of the unit as viewed from the property line. 2. Color and materials. Please provide color chips or exhibits of proposed colors. 3. Site Plan and Building Layout a. Building location b. Parking areas. c. Access d. Street layout and/or internal circulation. e. Pedestrian walkways and facilities. | |
| | A complete set of scaled plans including building elevations, with building materials, colors and textures specified and site plans. | |
| | Reductions of the elevations (8 1/2" x 11") | |
| | Fee | |

All requests for design review approval must meet the procedures set forth in UDC 11-5 and the criteria set forth in the "Meridian Design Manual", as applicable.

APPLICATIONS WILL NOT BE ACCEPTED UNLESS ALL APPLICABLE ITEMS ON THE CHECKLIST ARE SUBMITTED.