



**CITY OF REDMOND**  
**February 2008 Addendum to**  
**Application Submittal Requirements**  
**for**  
**Planned Residential Development**

Please note that in addition to the submittal requirements listed on the standard form, the following items must be included in your application submittal in order to determine completeness for your application.

- I. For public notice purposes, where tree removal is proposed, please provide the following:
  - a. One 8 ½ x 11, black and white paper copy of the tree preservation plan meeting the following requirements:
    - The plan shall provide a minimum ¾-inch margin at the bottom.
    - The plan shall include a north arrow.
    - The plan shall identify street numbers and/or names (e.g. NE 116<sup>th</sup> St, Avondale Rd NE etc) adjacent to the project boundary.
    - The plan shall include the project name.
    - The plan shall show an “X” over each tree proposed to be removed.
    - The plan shall include a key stating that the “X” represents trees proposed to be removed.
  - b. One 8 ½ x 11 electronic copy of the tree preservation plan meeting the following requirements (Do **not** provide a disk or CD. Send in the format described):
    - The plan shall be in PDF format.
    - The plan shall highlight, in a shade of green, trees on the site designated to remain (trees that are not being removed).
    - The plan shall provide a minimum ¾-inch margin at the bottom.
    - The plan shall include a north arrow.
    - The plan shall include street numbers and/or names (e.g. NE 116<sup>th</sup> St, Avondale Rd NE etc) adjacent to the project boundary.
    - The plan shall include the project name.
    - The plan shall show an “X” over each tree proposed to be removed.
    - The plan shall include a key stating that the “X” represents trees proposed to be removed.
  - c. Prior to your intake appointment, the electronic copy shall be e-mailed to [PlannerOnCall@redmond.gov](mailto:PlannerOnCall@redmond.gov). In the e-mail subject heading, please state “Tree Preservation Plan for (project name)”
- II. For public notice purposes, please provide the following:
  - a. One 8 ½ x 11 black and white paper copy of the site plan meeting the following requirements:
    - The plan shall provide a minimum ¾ -inch margin at the bottom.
    - The plan shall include a north arrow.
    - The plan shall include street numbers and/or names (e.g. NE 116<sup>th</sup> St, Avondale Rd NE etc) adjacent to the project boundary.
    - The plan shall include the project name.
    - The site plan shall identify the boundaries of any critical areas.
  - b. One 8 ½ x 11 electronic copy of the site plan meeting the following requirements (Do **not** provide a disk or CD. Send in the format described):
    - The electronic copy shall include the same information noted in “a” above.
    - The site plan shall be in PDF format.
    - The site plan shall be in black and white.
  - c. Prior to your intake appointment, the electronic copy shall be e-mailed to [PlannerOnCall@redmond.gov](mailto:PlannerOnCall@redmond.gov). In the e-mail subject heading, please state “Site Plan for (project name)”

- III. Five (5) copies of a land survey prepared by a land surveyor licensed in the state of Washington
- IV. If an ALTA survey has been completed, please provide five copies of the ALTA survey. The Technical Committee may require completion of an ALTA survey in certain instances. If required, you will be notified of this requirement during review of your proposal.
- V. Number of required plan sets has been reduced for certain documents. Where there is a reference for a requirement of ten (10) sets, only five (5) sets are now required. Additionally, only five (5) copies of a SEPA checklist are required.

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Rev 2/08



**CITY OF REDMOND**  
**APPLICATION REQUIREMENTS FOR:**

**PLANNED RESIDENTIAL DEVELOPMENTS**  
**(PRD)**

**An appointment must be scheduled to submit your application to the Development Services Center. Please call 425-556-2494 to schedule your appointment. Applications delivered by courier or by mail will not be accepted. Failure to include all items will result in the application being deemed incomplete and will not be reviewed until complete.**

Did this project have a Pre-Application meeting with the Technical Committee? Y N  
If Yes, what was the most recent pre-app date? \_\_\_\_\_  
What was the file # of the pre-app? \_\_\_\_\_

Did this project have a Pre-Application meeting with the Design Review Board? Y N  
If Yes, what was the most recent pre-app date? \_\_\_\_\_  
What was the file # of the pre-app? \_\_\_\_\_

**Please note** that the submittal requirements below may change periodically. These submittal requirements are dated **June 2006**.

**I. PURPOSE**

The primary purpose of a PRD is to enhance the design of a residential development by allowing for flexibility and variation from the established site requirements and development standards of the Redmond Community Development Guide (RCDG). An applicant may elect to undergo either a one-step or a two step process for a PRD. A one-step approval process would include the City's review of the general project concept through the PRD process including its intensity, overall design, and all specific site and development requirements associated with the proposed development. A two step approval process would first seek approval of an overall project design and concept through the Master Planned Residential Development (MPRD) process before extending significant time and resources in developing the specific site and development features of the proposal. (An MPRD may be appropriate where larger sites are involved and where development issues are more complex, and an initial, more comprehensive review and approval process is more appropriate. Refer to RCDG Section 20C.30.105-030 for further information regarding the PRD and MPRD processes). The application submittal requirements outlined within this handout are for a **one-step PRD application**.

PRD's must be processed concurrent with implementing subdivision or binding site plan review. A separate application and submittal requirements for the subdivision or binding site plan must be provided with the application for a PRD.

**II. APPLICABILITY/REVIEW PROCESS**

Planned Residential Developments are allowed only in residential (R) zones of the City. The PRD process may not be applied to single family lots which are incapable of further subdivision, and may not serve as a means of avoiding procedures more appropriately reviewed under the provisions of Section 20F.40.180, Variances. For non-residential zones of the City, where a planned development consisting of both commercial and residential uses is proposed, the Planned Commercial Development process may be appropriate.

The Technical Committee, composed of the Departments of Planning, Public Works, Parks and Fire reviews all PRD plans for compliance with the State Environmental Policy Act and the Redmond Community Development Guide. The Design Review Board, a seven member board appointed by the Mayor and City Council, also reviews the application for compliance with the Design Standards outlined within RCDG Section 20D.40. The Technical Committee and Design Review Board then issue a recommendation to the Hearing Examiner based upon their review. The Hearing Examiner in turn issues a recommendation to the City Council for final review and approval.

### **III. PROFESSIONAL PREPARATION**

All components of the Planned Residential Development applications shall be prepared by the appropriate professional(s) licensed in the State of Washington. A license stamp or registration number, whichever is applicable, as well as the signature, shall be provided on the face of PRD application materials.

### **IV. GENERAL**

*The applicant shall check each item below to confirm these items are included in the application submittal package:*

- A. Completed General Application Form and Project Contact Form
- B. Application Fees (please provide receipts from Technical Committee and Design Review Board pre-application meetings in order to determine the Pre-Application meeting credit)..
- C. Vicinity map (suitable for public notice purposes) with labeled streets and north arrow on 8 ½” x 11 sheet of paper
- D. Three (3) copies of CAO Report (see 20D.140 or CAO User's Guide to determine if applicable).
- E. One (1) 8 ½” x 11” reduced site plan suitable fore public notice purposes.
- F. Three (3) copies of a Preliminary Stormwater Report prepared by a registered Civil engineer including:
  - \_\_\_1. Map of off-site areas draining on-site.
  - \_\_\_2. Preliminary stormwater calculations of 6 months, 2 year, 10 year, 25 year and 100 year storm peak flow rates for:
    - Pre Development (wooded or meadow site)
    - Post Development (proposal)
  - \_\_\_3. Approximate sizing of Stormwater Quality and Quantity Control systems
- G. A SEPA Application form, together with nine (9) copies of a City of Redmond SEPA Checklist. Complete responses must be provided to all questions.
- H. A completed SEPA/CAO Fee Worksheet
- I. Depending upon the size of the project, seven (7) copies of a traffic study may be required. Please consult the Transportation Division Office.
- J. The completed School Concurrency Form is encouraged to be submitted at time of application, but not required. The form must be completed, however, prior to issuance of a SEPA Threshold Determination and/or prior to recommending approval for the proposal.
- K. Ten (10) copies of the statement of design intent are optional (up to one page).

- L. Submittal of photographs of the site keyed to a site plan. (Maximum of 1 roll of 3½" x 5" print.)
  1. Existing structures
  2. Pertinent site conditions
  3. Adjacent properties and structures
  4. Direction of access to the site

M. Completed PRD worksheet (please see attached worksheet).

N. A written explanation of phasing, if applicable. (Information on phasing must also be provided on the site plan.)

V. **FORMAT** For multi-sheet applications, the engineering site plan, architectural site plan and landscape plan shall all use the same base maps unless prior arrangements have been made. Additionally, a sheet index must be provided on the face of all plan sets.

A. Ten (10) sets of site plans (which includes all information on cover sheet A). Completed Cover Sheet A must be attached.

B. Ten (10) sets of landscape plans (which includes all information on cover sheet B, attached). Completed Cover Sheet B must be attached.

C. Ten (10) sets of building elevations, floor plans and roof plans (which includes all information on cover sheet C, attached). Completed Cover Sheet C must be attached.

D. For large sites, ten (10) copies of a composite site plan, composite civic engineering plan, and a composite landscape plan showing the entire site on one 22"x34" sheet.

E. All plans must be folded and grouped in sets (each set to include one of each type of plan). Architectural fold is preferred.

V. **DESIGN REVIEW**

The following items must be submitted at least 14 days prior to the Design Review Board meeting.

A. Twelve (12) copies of a vicinity map that shows all properties and existing land uses within 500' of the subject property.

B. Twelve (12) copies of a Statement of Design Intent on an 11"x 17" sheet of paper, consistent with the standards set forth in RCDG Chapter 20D.40, Design Standards. The statement should include text and conceptual drawings and should be based upon a well-defined concept which responds to the community goals and policies identified within Chapter 20D.40, Design Standards.

C. Twelve (12) copies of an 11" x 17" sheet outlining all site requirements including front, street, rear and side setbacks, maximum height, maximum lot coverage of structures and/or impervious surface area, maximum FAR/density, minimum and maximum parking spaces and minimum landscaping requirement. This sheet shall be stapled to the front of the reduced plans described in item C below.

D. Twelve (12) sets of 11"x17" site, elevations (including mechanical equipment screening), landscape plans, roof plan, floor plans, lighting plans (including cut sheets and photometrics) and contextual site plans (including existing and proposed buildings and their uses, pedestrian connections, open space areas and parking areas within 100 feet of the subject property) .

E. For new construction or redevelopments, twelve (12) sets of 11"x17" perspectives showing proposed structures as viewed from public right-of-way, public trails or other public spaces. Perspectives should also show how the project relates to neighboring structures.

- F. One set of landscape plans only (not mounted on form board), at least 22"x 34" sheet size.
- G. One set of **colored** site, elevations, perspectives (showing neighboring structures), and landscape plans mounted on foam board. Elevations must show screening of roof top mechanical equipment. These may be provided at the meeting. Mounted set must be at least 24"x36" in size.
- H. Photos of the subject and adjacent properties keyed to the contextual site plan required in item C above. Photos may be provided at the meeting.
- I. Final color and material boards to include all significant materials and colors for:
  - Exterior Finish (color chips, minimum of 4"x 4")
  - Windows/Frames
  - Doors/Frames
  - Trim, Flashings, etc.
  - Roofing (if visible), and rooftop mechanical equipment screening material

Material boards must be at least 24"x36" in size. Items must be labeled to correspond with elevation drawing labels.



**CITY OF REDMOND**  
**PLANNED RESIDENTIAL DEVELOPMENT REQUIREMENTS**  
**COVER SHEET A - SITE PLAN**

**Ten (10) sets of site plans (labeled "Site Plan"), sheet size 22"x34" or smaller, drawn to an engineering scale of 1" = 20' or larger are required.** All components of the application shall be prepared by the appropriate professional(s) licensed in the State of Washington. A license stamp or registration number, whichever is applicable, as well as the signature, shall be provided on the face of application materials. A sheet index must also be provided.

**Please check each item below and write the applicable page # to confirm the item is included on the site plan.**

- Plans have been stamped and signed by the appropriate professional.
- 1. General Information:
  - \_\_\_ a. Zoning and Comprehensive Plan designation of subject property. Page #\_\_\_
  - \_\_\_ b. Legal description and parcel number(s) of the subject property or properties. Page #\_\_\_
  - \_\_\_ c. Proposed UBC Construction type. Page #\_\_\_
  - \_\_\_ d. Site size: gross and net (square feet and acres). Page #\_\_\_
  - \_\_\_ e. The range of allowed units (maximum and minimum) based upon underlying zoning of the subject property. Page #\_\_\_
  - \_\_\_ e. required and proposed parking. Page #\_\_\_
- 2. Onsite Traffic Circulation including consideration for the following:
  - \_\_\_ a. Backing zones (away from heavy use areas). Page #\_\_\_
  - \_\_\_ b. Fire Department access and turnaround. Page #\_\_\_
  - \_\_\_ c. Stacking/queuing of vehicles. Page #\_\_\_
  - \_\_\_ d. Drop off zones. Page #\_\_\_
  - \_\_\_ e. Parking areas, including stall delineation and dimensions. Page #\_\_\_
  - \_\_\_ f. Truck/delivery areas with dimensions and turning radii. Page #\_\_\_
- 3. Pedestrian/Transit/Bike Access:
  - \_\_\_ a. Sidewalk locations. Page #\_\_\_
  - \_\_\_ b. Bike rack locations. Page #\_\_\_
  - \_\_\_ c. Pedestrian circulation. Page #\_\_\_
  - \_\_\_ d. Connections to adjacent properties. Page #\_\_\_
  - \_\_\_ e. Public Safety features. Page #\_\_\_

For the subject property and surrounding properties within fifty (50) feet of the subject property unless otherwise noted, including adjacent rights-of-way, the following information shall be shown. These items shall be prepared by a registered Civil engineer in accordance with **City of Redmond Design Standards** using City of Redmond datum for vertical and horizontal control:

- 4. On and off-site conditions, existing and proposed.
  - \_\_\_ a. Existing and proposed property lines and lots. Page #\_\_\_
  - \_\_\_ b. Perimeter boundary of PRD (R-4 through R-8 zones only) indicated by dashed lines (perimeter boundary width is equal to the minimum diameter site circle required for the underlying zone. Page #\_\_\_
  - \_\_\_ c. Dimensions and ground elevations of existing and proposed structure(s). Page #\_\_\_
  - \_\_\_ d. Proposed topography including heights of proposed retaining structures and rockeries. Page #\_\_\_

- \_\_\_e. Profiles of existing or proposed road grades in excess of 10 percent. Page #\_\_\_
- \_\_\_f. Existing and/or proposed easements. Page #\_\_\_
- \_\_\_g. Existing and/or proposed public or common use areas. Page #\_\_\_
- \_\_\_h. Fences and other development features. Page #\_\_\_
- \_\_\_i. Distances between existing and proposed structures on and off the subject property. Page #\_\_\_
- \_\_\_j. All existing and proposed driveways, intersections and lane channelization within 150 feet of the subject property. Page #\_\_\_
- \_\_\_k. Existing streams, wetlands, ponds and other surface water features and associated buffers, and flood prone areas. Page #\_\_\_
- \_\_\_l. If the project is located within a floodplain, you must provide the Base Flood Elevation. Page #\_\_\_
- \_\_\_m. Tree Preservation
- Preliminary Tree Preservation Plan, labeled “Tree Preservation Plan” showing the surveyed location and drip line of all trees four (6) inches or greater in diameter at breast height (4½’ above grade) within the site and for fifty (50) feet outside of the site. Individual trees shall be identified by size and species. Page #\_\_\_
  - Where stands of more than twenty-five (25) trees will not be disturbed, the applicant must depict the size and species name of each significant tree, with the drip line of the stand together with a note indicating the total number of significant trees within the stand. Page #\_\_\_
  - Each tree shown must be designated as removed, retained (**no** construction within 5 feet of the drip line), or impacted (trees proposed to remain, but have construction within the drip line or 5 foot drip line setback (only retained trees may be counted toward the 35% tree retention requirement). Page #\_\_\_
  - The five-foot drip-line setback shall also be shown for all trees proposed to be retained and impacted. Page #\_\_\_
  - A tree health assessment, labeled “Tree Health Assessment” prepared by a certified arborist shall be required for all trees on site that are 6 inches or greater in diameter. The tree health assessment shall also verify that all trees designated as retained are healthy trees.
  - Completion of Tree Preservation Summary Table (See Attached Table)
- \_\_\_n. Existing and proposed roadway improvements, including sidewalk curb and gutter, tapers and street lights within 150 feet of the subject property. Page #\_\_\_
- \_\_\_o. Existing topography at 2 foot contours based upon an actual field survey. Larger contour intervals may be allowed on steep sites. Spot elevations of existing and proposed conditions may be shown for flat sites with no more than 5 feet of total elevation change. Page #\_\_\_
- \_\_\_p. Existing and proposed utilities:
- \_\_\_i. Specific location and size of existing water facilities including water meters. Page #\_\_\_
  - \_\_\_ii. General location and size of proposed water facilities including water meters. Page #\_\_\_
  - \_\_\_iii. Specific location and size of existing sanitary sewer facilities including side sewers. Page #\_\_\_
  - \_\_\_iv. General location and size of proposed sanitary sewer facilities including side sewers. Page #\_\_\_
  - \_\_\_v. Specific location of existing storm water facilities. Page #\_\_\_
  - \_\_\_vi. General location of proposed storm water facilities. Page #\_\_\_
  - \_\_\_vii. Power, Gas. Page #\_\_\_
  - \_\_\_viii. Telephone and cable. Page #\_\_\_
  - \_\_\_ix. Fire hydrants. Page #\_\_\_
  - \_\_\_x. Power poles, Vaults, Boxes, Underground Duct Runs. Page #\_\_\_



**CITY OF REDMOND**  
**PLANNED RESIDENTIAL DEVELOPMENT REQUIREMENTS**  
**COVER SHEET B - LANDSCAPE PLAN**

**Ten (10) sets of landscape plans (labeled “Landscape Plan”), sheet size 22"x34" or smaller, drawn to engineering scale of 1" = 20' or larger are required.** All components of the application shall be prepared by the appropriate professional(s) licensed in the State of Washington. A license stamp or registration number, whichever is applicable, as well as the signature, shall be provided on the face of application materials.

**Please check each item below and write the applicable page # to confirm the item is included on the landscape plan.**

- Plans have been stamped and signed by the appropriate professional.
- 1. A conceptual drawing indicating the following in accordance with Redmond Community Development Guide Section 20D.80.10, Landscaping and Natural Screening.
  - \_\_\_ a. existing vegetation to be retained. Page #\_\_\_
  - \_\_\_ b. general location of proposed trees, shrubs and ground cover. Page #\_\_\_
  - \_\_\_ c. a plant schedule providing the scientific name, common name, size and spacing of each plant as well as specie alternatives for trees, shrub masses and ground cover. Page #\_\_\_
  - \_\_\_ d. vegetation for blank screening. Alternatives to blank wall screening/relief could include:
    - \_\_\_ i Material Differentiation
    - \_\_\_ ii Texture Pattern
    - \_\_\_ iii Color Variation. Page #\_\_\_
  - \_\_\_ e. parking/vehicle use area screening. Page #\_\_\_
  - \_\_\_ f. Proposed location and species of replacement trees required. Replacement trees shall be designated as such on the plan and be distinguished from other landscape trees. Page #\_\_\_
- 2. Location, square footage, percentage, and dimensions of applicable landscape areas.
  - \_\_\_ a. Interior parking lot landscaping with computation of vehicle use areas. Page #\_\_\_
  - \_\_\_ b. Linkage system landscaping - Downtown zone only. Page #\_\_\_
  - \_\_\_ c. Perimeter landscaping and parking lot perimeter landscaping. Page #\_\_\_
  - \_\_\_ d. Foundation planting. Page #\_\_\_
  - \_\_\_ e. Minimum required and proposed site landscaping (percentage). Page #\_\_\_



**CITY OF REDMOND**  
**PRD REQUIREMENTS-COVER SHEET C**  
**BUILDING ELEVATIONS, FLOOR PLANS ROOF, AND**  
**LIGHTING PLANS**

**Ten (10) sets of building elevations, floor plans and roof plans (Labeled “Building Elevations/Floor Plans/Roof Plans/Lighting Plans”), sheet size 22"x34" or smaller drawn to architectural scale of 1/8" or 1/4" = 1' are required.**

**Applicant shall check each item below and write the applicable page # to confirm the item is included on the plans.**

- Plans have been stamped and signed by a licensed architect.
- 1. Front, rear and side building elevations of proposed structures showing proposed colors and materials with shadows to clarify building massing. Please review the Redmond Community Development Guide Section 20D.40, Design Standards. Elevations shall include the following:
  - \_\_\_ a. Doors and windows. Page #\_\_\_
  - \_\_\_ b. Mechanical equipment and penetrations (including louvers, vents, exhaust fans, meters, etc.). Page #\_\_\_
  - \_\_\_ c. Scuppers and downspouts. Page #\_\_\_
  - \_\_\_ d. Exterior lighting fixtures/surveillance devices. Page #\_\_\_
  - \_\_\_ e. Notes and graphic representation of exterior materials and architectural details. Page #\_\_\_
  - \_\_\_ f. Height of buildings measured in accordance with the definition in Section 20A.20.080. Page #\_\_\_
- 2. Floor plans including:
  - \_\_\_ a. On-grade floor plans. Page #\_\_\_
  - \_\_\_ b. Upper floor plans (if applicable). Page #\_\_\_
  - \_\_\_ c. Below grade parking plan (if applicable). Page #\_\_\_
- 3. Color and material boards to include all significant materials and colors for:
  - \_\_\_ a. Exterior finish
  - \_\_\_ b. Windows/Frames
  - \_\_\_ c. Doors/Frames
  - \_\_\_ d. Trim, flashings, etc.
  - \_\_\_ e. Roofing (if visible)
- 4. One set of colored elevations.
- 5. Roof plans and rooftop mechanical equipment screening details including:
  - \_\_\_ a. Color
  - \_\_\_ b. Materials
  - \_\_\_ c. Height
  - \_\_\_ d. Sight angles within 500 feet  
Page #\_\_\_
- 6. Dumpster screening details including: Page #\_\_\_
  - \_\_\_ a. Colors, materials and height
  - \_\_\_ b. On-grade utility enclosures
  - \_\_\_ c. Screen type (wall or landscape)
  - \_\_\_ d. Noise attenuation

- 7. Exterior lighting plans, labeled "Lighting Plan" including:
  - a. Manufacturer specification sheets, cut sheets or other manufacturer information for all proposed lighting fixtures.
  - b. The proposed location, mounting height, and aiming point of all exterior lighting fixtures.
  - c. If building elevations are proposed for illumination, drawings shall be provided for all relevant building elevations showing the fixtures, the portions of the elevations to be illuminated, the luminance levels of the elevations, and the aiming point for any remote lighting fixture. Page #\_\_\_\_\_
  - d. Parking areas. Page #\_\_\_\_\_
  - e. Sidewalks/Pedestrian routes. Page #\_\_\_\_\_
  - f. Foot candle patterns to ensure no off-site glare or "dark" areas (for safety). Page #\_\_\_\_\_

Upon review of the above lighting information, the Technical Committee may request the following:

A brief written narrative with accompanying plan or sketch demonstrating the objectives of the lighting.

Photometric data, color rendering index (CRI) of all lamps (bulbs), and other descriptive information on the fixtures, and if applicable or required, designation as Illuminating Engineering Society of North America (IESNA) "cut-off" fixtures.

Computer generated photometric grid showing foot-candle readings every ten feet within the property or site, and ten feet beyond the property lines, at a scales specified by the Technical Committee. Iso-footcandle contour line style plans are also acceptable.

Landscaping information that indicates mature tree size, shrubbery and other vegetation in order to evaluate the long term and seasonal effectiveness of lighting or screening of lighting.

- 8. Exterior signage concept (for commercial buildings and multi-family housing). Page #\_\_\_\_\_
- 9. Adjacent, existing structures shall also be shown if within 10 feet of property line. Page #\_\_\_\_\_

**PLANNED RESIDENTIAL DEVELOPMENT WORKSHEET**

(To be Filled Out by Applicant)

**Location**

1. Which neighborhood is the proposed development located within?
  - a. Bear Creek
  - b. Education Hill
  - c. Grass Lawn
  - d. North Redmond
  - e. Overlake
  - f. Sammamish Valley
  - g. S.E. Redmond
  - h. Willows
2. Is the proposal located within the Evergreen Highlands Design District?
3. Is the subject property or a portion of the subject property located within 200' of a designated shoreline of State-wide significance? (Lake Sammamish, Sammamish River, Bear and Cottage Creeks, marshlands in Happy Valley, and 100 year floodplain.)

**Zoning**

4. Please indicate the zoning designation(s) of the subject property and indicate the total area (in square feet and acreage) within each zone.
  - a. Zone \_\_\_\_\_ Gross Area \_\_\_\_\_
  - b. Zone \_\_\_\_\_ Gross Area \_\_\_\_\_

**Density**

5. What is the minimum and maximum number of dwelling units allowed based upon the underlying zoning? Also indicate whether gross or net buildable area was used in calculating the minimum number of dwelling units.
6. Will density bonuses be applied as part of the proposal? If so, please describe. (Attach additional page if necessary.)

**Housing Types**

7. Please indicate all housing types which are a part of the proposal.

- |  |  |
|--|--|
| a. <u># units</u> _____ detached single family | f. <u># units</u> _____ multi-plex housing |
| b. _____ attached single family                | g. _____ senior housing                    |
| c. _____ townhomes                             | h. _____ mobile home parks                 |
| d. _____ manufactured housing                  | i. _____ other _____                       |
| e. _____ affordable housing                    |  |

The following questions must be answered completely in order to determine which regulations are proposed to be modified. If there are no modifications sought for a particular standard, write "N/A" next to that item.

**Minimum Average Lot Size**

8. Required minimum average lot size of the underlying zone is \_\_\_\_\_ square feet.
9. Proposed average lot size is \_\_\_\_\_ square feet.
10. The gross area reduction below the minimum average lot size for the underlying zone is \_\_\_\_\_ square feet.
11. What is the size (in square feet) of the smallest lot proposed? \_\_\_\_\_ square feet.

**Maximum Impervious Area**

12. The maximum impervious surface allowed for the underlying zone is \_\_\_\_%.
13. The proposed maximum impervious surface area for the development is \_\_\_\_%.

**Maximum Structure Coverage**

14. The maximum structure coverage allowed for the underlying zone is \_\_\_\_%.
15. The proposed structure coverage for the development is \_\_\_\_%.

**Setbacks**

16. Required front setback for the underlying zone is \_\_\_\_ft.
17. Required rear setback for the underlying zone is \_\_\_\_ft.
18. Required side street setback for the underlying zone is \_\_\_\_ft.

**Height**

19. The maximum height of the underlying zone is \_\_\_\_\_ ft.
20. The proposed maximum height proposed is \_\_\_\_\_ ft.

**Open Space**

21. The minimum amount of open space required for the underlying zone is \_\_\_\_%.
22. The proposed amount of open space for the development is \_\_\_\_%.
23. The proposed amount of "recreational" open space is \_\_\_\_%.
24. The proposed amount of impervious and structure coverage within the proposed open space is \_\_\_\_%.

**Modifications to street or utility standards**

25. Please describe any modifications sought to street and utility standards. Please state applicable RCDG code section (attach additional pages if necessary).

**Modifications to other standards**

26. Please describe any modifications sought to other standards within the Redmond Community Development Guide. Please state the applicable RCDG code section (attach additional pages if necessary).

**Decision Criteria**

27. Pursuant to Redmond Community Development Guide Section 20C.30.105-040, Decision Criteria, the City may approve, or approve with modifications, a PRD if the proposal meets the requirements of Chapter 20C.30.105 and the design of the proposed development achieves two or more of the following results:
- a. High quality architectural design, placement, relationship or orientation of structures
  - b. Achieving allowable densities for the subject properties
  - c. Providing housing types that effectively serve the affordable housing needs of the community
  - d. Improving circulation patterns or the screening of parking facilities
  - e. Minimizing the use of impervious surfacing materials
  - f. Increasing open space or recreation facilities on site
  - g. Landscaping, buffering, or screening in or around the proposed PRD
  - h. Providing public facilities
  - i. Preserving, enhancing or rehabilitating natural features of the subject property such as significant woodlands, wildlife habitats or streams
  - j. Incorporating energy efficient site design or building features
  - k. Providing for an efficient use of infrastructure

Please provide a written explanation as to how the proposal meets two or more of the above criteria (attach additional pages if necessary).



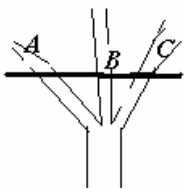
# Guidelines for Demonstrating Conformance with Tree Protection Standards

**Contact:** For additional information regarding these guidelines, please contact the City of Redmond’s Department of Planning and Community Development at 425/556.2494 or your assigned project planner.

**Description:** This handout is intended to both summarize tree protection requirements and to provide a sample format for demonstrating compliance with code.

**Summary of Regulations:** The following table summarizes the regulations related to tree preservation in the City of Redmond. For more information, please refer to RCDG [20D.80 Landscaping and Tree Protection](#).

**Measuring Trees (DBH):** *Single-Trunk Trees.* Trees are measured according to their Diameter at Breast Height, or “DBH”. “DBH” is the diameter, measured straight across the tree trunk at 4.5’ above grade.

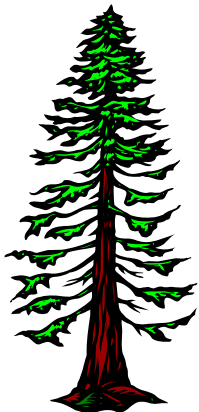


*Multi-Trunk Trees.* Where trees have more than one trunk or stem at 4.5’ and those stems come from the same “base”, the DBH for each stem at 4.5’ is measured. The DBH is then the average of the DBHs of each the stems at 4.5’ above the ground.

*Example:* In the picture to the left, where the horizontal dark line is at 4.5’ high, the DBH would be the average of the diameters of A, B, & C. So,  $DBH = (DBH_A + DBH_B + DBH_C)/3$

	Proposed Action and Brief Definition		
Type of Tree (DBH)	Removal <i>(The tree is cut down/removed from the site.)</i>	Impacted <i>(The tree is left standing, but ground disturbance is occurring within 5’ of the tree’s dripline.)</i>	Retained <i>(The tree is left standing and ground disturbance is NOT occurring within 5’ of the tree’s dripline)</i>
Landmark (> 30’)	<b>Prohibited</b> , unless approved by an exception. A written exception request is required. Mitigation required, i.e. replacement trees at a ratio of 3:1, if exception is approved.	<b>Prohibited</b> , unless approved by an exception. A written exception request is required. Preferred over Removal.	<b>Required for all Landmark Trees</b> , unless exception is granted.
Significant (6” - 30’)	Regardless of the percentage of removed trees, mitigation, i.e. replacement trees at a ratio of 1:1, are required for each removed tree.	Encouraged over Removal.	<b>35% of all Significant Trees Required.</b>
<b>Notes:</b>	<b>No more than 65% of healthy Landmark + Significant Trees may be removed</b> , unless approved by an exception. <b>If approved, then</b> mitigation is required, i.e. replacement trees, at a ratio of 3:1 if exception is approved. <i>Tree Replacement Performance Bond required for each replacement tree. 3 year maintenance bond required after performance.</i>	<i>3-year Tree Replacement Performance Bond required for each replacement tree. The bond is used if an impacted tree dies and the applicant does not replace it.</i>	<i>5-year Tree Preservation Bond is required for each Retained Tree. The bond is used if an impacted tree dies and the applicant does not replace it.</i>

**Arborist Report:**



An Arborist Report shall document (1) the trees on site and (2) any off site trees that will be impacted by clearing or other improvements within 5 feet of its drip line. At a minimum, the arborist's report shall:

1. Describe the site in narrative and provide an aerial or site plan documenting the locations of tree stands.
2. Describe the methodology, which must be considered the best of available science, that was used to rate each and every tree. Describe how trees were tagged in the field.
3. Document through a table the following for each tree of 6" or greater in dbh: Tree Number, Species, DBH, Health, Comment on Health, and Proposed Action. The Tree Number is that number that is affixed to the tree in the field and is used to identify it on a surveyed map.
4. Provide a surveyed map locating each tree, numbering each tree with its identification number, illustrating each tree's dripline, and illustrating 5' from each tree's dripline. Symbols shall be used and described in a legend to distinguish the following groups: Unhealthy Trees to be Removed, Significant Trees to be Removed, Landmark Trees to be Removed, Significant Trees to be Impacted, Landmark Trees to be Impacted, Significant Trees to be Retained, and Landmark Trees to be Retained.
5. Recommend actions for impacted trees and general management, as appropriate.
6. Provide a map illustrating the locations of replacement trees.
7. Provide an exception request for any proposed action that would not comply with the tree protection standards, such as: removing a healthy landmark tree or having a retained tree count below the required 35%.

**Summarizing Compliance with Code.**

The following table provides you with the format that is required for summarizing a proposal's conformance with the City's tree protection regulations. The table must appear in the Arborist Report and on the Tree Preservation Plan, both of which are part of the application. **Please include the total number of trees that are 6" or greater and the number of unhealthy trees in the report.**

Tree Type	Proposed Action and Brief Definition			
	Removal	Impacted	Retained	Total
Landmark (>30" dbh)	Number of removed landmark	Number of impacted landmark	Number of retained landmark	Total Landmark Trees
	% of Removed Landmark Trees of All Trees	% of Impacted Landmark Trees of All Trees	% of Retained Landmark Trees of All Trees	% Landmark Trees of All Trees
Significant (6" - 30")	Number of removed significant	Number of Impacted significant	Number of Retained significant	Total Significant Trees
	% significant removed of all significant trees	% Impacted of all significant	% Retained of all significant	% Significant Trees of All Trees
Totals	Number of Landmark + Significant Removed	Number of Landmark + Significant Impacted	Number of Landmark + Significant Retained	Total Number of ALL Trees
	% of removed of all Trees	% of Impacted of all Trees	% of Retained of all trees	
Replacement Trees	# of Replacement Trees	N/A	N/A	# of Replacement Trees