

**Old Town North Urban Design Advisory Committee**  
**(UDAC) Project Review Checklist:**

Overview

Concurrent with the submission of the Stage II Concept Plan, the applicant shall submit the applicable materials identified in the checklist below for review by Planning Staff and the Old Town North Urban Design Advisory Committee (UDAC). Additional meetings with UDAC may be required, as necessary, in advance of the Planning Commission and / or City Council public hearings for the applications.

Submission Requirements

Please submit eight (8) 11" x 17" collated, stapled color sets, as well as an electronic copy, of all materials requested on the below checklist two weeks prior to the UDAC meeting. Materials shall be submitted to the Department of Planning and Zoning, 301 King Street, Room 2100, Alexandria, VA 22314.

Requested Exhibits / Materials

Each submission shall include the following, as applicable:

- Diagrammatic existing conditions, concept land use and site plan (in color), overlaid on aerial imagery, to identify the following: general land use, building footprints, parking / loading areas, vehicular and pedestrian access / circulation, and open space (distinguish between public and private, ground level and rooftop).
- Diagrammatic concept landscape plan which includes proposed streetscape (sidewalk width, sidewalk material, location of street trees, location of proposed stormwater management facilities for the project, etc.) and begins to identify open space characteristics (active, passive, public, private, etc.).
- Diagrammatic concept sections (two minimum) through the site depicting proposed building locations and massing, building stepbacks, adjacent rights of way and adjacent existing buildings.
- Diagrammatic concept sections of the proposed streetscape(s) depicting the relationship between the pedestrian, the proposed building and adjacent buildings.
- Diagrammatic architectural elevations of the proposed building(s) depicting building shapes, forms, heights, building materials, fenestration and the proposed location of rooftop utilities.
- Relevant precedent images to convey the conceptual design of the building, streetscape and overall landscape / open space.
- Descriptive narrative of the proposed development explaining how the proposal complies with the Old Town North Urban Design Guidelines, the Small Area Plan, the Washington Street Standards and Guidelines and the Waterfront Small Area Plan as they may apply.