

This Development Permit Guideline Checklist must be completed and submitted as part of a complete Development Permit application. The checklist helps applicants demonstrate how their proposal addresses the applicable Development Permit Area guidelines and assists staff in reviewing the application.

For each guideline, applicants must provide a written explanation describing how the proposal meets the guideline or, where applicable, why it does not. Statements such as “see plans,” “refer to drawings,” or similar references are not sufficient and will not be accepted in place of a written response. Supporting plans and reports may be provided but are intended to supplement, not replace, the explanations provided in this checklist.

Form and Character DPA Guideline	Applicant	City Staff review
Downtown Form and Character Guidelines		
1. Waterfront development sites should orient active commercial uses, particularly food and beverage service, toward the waterfront and public realm, and incorporate patios and plazas at grade to animate these edges.		
2. Developments along the waterfront edge should provide a range of active and passive public spaces, such as seating areas, plazas, and outdoor gathering areas, to the maximum extent possible.		
3. All Downtown developments should contribute to a strong street presence by locating active building frontages, entrances, and glazing along public streets and waterfront promenades to enhance pedestrian interest, safety, and vibrancy.		