

ADMINISTRATIVE DESIGN REVIEW

USING THE CITY OF MERIDIAN ARCHITECTURAL STANDARDS MANUAL

Applicability

The City of Meridian development process encompasses a wide range of project scales and stages, from annexation and zoning of large acreage subdivisions, to redevelopment on a single parcel. See Meridian City Code, Title 11, Chapter 5, Article B for detailed applicability, *but generally design review is required for the following:*

- ❑ New commercial, industrial, institutional, public or quasi-public construction subject to conditional use, certificate of zoning compliance and/or building permit approval, except when the following may be true:
 - » Structure or additions fully screened from view from all abutting property lines;
 - » Structure or additions is less than one hundred twenty (120) square feet and not visible from a street or abutting residence; and/or
 - » No exterior improvements are proposed.
- ❑ New attached residential structures containing two (2) or more dwelling units.
- ❑ Exterior building alterations including modifications, material changes, and color schemes.

Process

1. For projects requiring only a certificate of zoning compliance (CZC) and design review approval, the applicant shall submit the following items, concurrent with the CZC application:
 - A. An application for design review
 - B. All required design review checklists and materials
 - C. All required architectural standards checklists, including *indication of compliance with applicable standards, and comments for standards that are not met or not applicable*
 - D. Fees, in accordance with the Planning Division Fee Schedule. See Planning Division website at <https://www.meridiancity.org/planning>
2. City staff will review applications for compliance with the Architectural Standards Manual. Other requirements as part of a CZC, conditional use permit (CUP), or other application, must meet relevant requirements as outlined in Title 11 of Meridian City Code.



❑ WHAT IS DESIGN REVIEW?

Design review is used to support Meridian as “a vibrant community whose vision is to be the premier city to live, work and raise a family.” Architectural design can contribute more than just an aesthetic appearance to development. It can also provide an integrated, functional, and coherent solution that corroborates the principles of a livable community and the values of the City of Meridian, as expressed in the Comprehensive Plan.

❑ WHAT IS A CZC?

The purpose of the certificate of zoning compliance or “CZC” is to ensure that all construction, alterations and/or the establishment of a new use complies with all requirements of the Unified Development Code (UDC), before any work on the structure is started and/or the use is established.

❑ QUESTIONS?

Contact the Planning Division at 33 E Broadway Ave, Suite 102, Meridian ID 83642, or 208.884.5533, or <https://meridiancity.org/planning/>, or planning@meridiancity.org.
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Using the Architectural Standards Manual

The Architectural Standards Manual and all standards checklists are available at <https://www.meridiancity.org/designreview>.

First time users should read through the Manual, as many photo examples are provided. Standards checklists have also been created that are specific to each of the sub-categories (see below), and should be submitted as part of a design review application.

Determining Applicable Standards

- 1. Identify Section (type of structure):** The Architectural Standards Manual (Manual) is divided into two primary sections based on the structure type, Non-Residential and Residential.
- 2. Identify Sub-category:** Sub-categories of a section are based on zoning designations. Use the matrix below to determine specific application of standards, based on the type of structure (section) and zoning designation (sub-category). *Your sub-category will be Commercial District (CD), Traditional Neighborhood District (TND), Industrial District (IND), Multi-family (MF), or Single-family (SF).*

	R-2	R-4	R-8	R-15	R-40	TN-R	TN-C	O-T	C-N	C-C	C-G	L-O	M-E	H-E	I-L	I-H
Sub-categories																
Non-Residential Section (C) of the Manual																
Non-residential	-	-	CD	CD	CD	TND	TND	TND	CD	CD	CD	CD	CD	CD	IND	IND
Integrated	-	-	-	-	TND	TND	TND	TND	-	-	-	-	-	-	-	-
Residential Section (D) of the Manual																
Multi-family	-	-	MF	MF	MF	MF	TND	TND	-	MF	MF	-	-	-	-	-
Single-family*	SF	SF	SF	SF	SF	SF	SF	SF	-	-	-	-	-	-	-	-

For single-family and multi-family definitions, see Chapter I Article A of the UDC. *Most single-family homes are NOT subject to Design Review. Please refer to the UDC and the entitlement for the property when determining if design review is required. The top row of the table are zoning designations within the City of Meridian.

- 3. Review Standards:** The District Sub-category identified above will be used to identify applicable standards in the Manual. See relevant sections of the Manual for complete descriptions, or standards checklists for applicable standards only.

Tips for using the Architectural Standards Manual

- Most standards share synergies with other standards, and meeting requirements for one standard, may also meet or contribute towards others. It's important to understand all of the applicable standards for your building, in order to realize the biggest value adds for aesthetic design.
- Many of the standards within the Manual can serve both functional and aesthetic value for the building. For example, thoughtful design and placement of control joints (or reveals) can be used not only to control and limit cracking, but also help to meet a number of aesthetic design standards.
- The City encourages innovative design and recognizes that there are many ways to meet the intent, goals and standards contained in the Manual. Therefore, in addition to the explicit innovative alternatives described within the Manual, *the director will consider alternative design proposals that meet the same level of effort, through design standard exception requests.*

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