

DESIGN DEVELOPMENT SUBMITTAL REQUIREMENTS

As soon as the applicant is prepared to present a preliminary design along with code analysis and solutions for meeting life safety and building code requirements to the Presidio Trust for permitting, the Presidio Trust Project Manager will arrange a Design Development review with the Design Review Committee. The Project Manager is required to submit the Design Development submission to the DRC one week in advance of the scheduled meeting. Key issues that need further clarification or study will be identified and subsequent meetings on specific topics related to the project may be arranged as necessary.

The Design Review Committee will use the following criteria when reviewing the Design Development package:

- Consistency with specific Planning and Design Guidelines specific to this site
- Compatible with surrounding historic district
- Landscape design consistency, including approved plan list, etc.
- Aesthetic concerns, such as color, texture, style, massing, etc.
- Proposed materials and equipment sustainable, maintainable and appropriate for intended use
- Review proposed mechanical systems for energy consumption
- Review green building strategy

DESIGN DEVELOPMENT CHECKLIST

- Site Analysis – Examine factors that must be dealt with in design, including:
 - Soil type
 - Wind currents
 - Traffic
 - Drainage onto site
 - Neighboring buildings
 - Overhead utility lines
 - Underground utility lines
 - Easements for future utilities
 - Cultural landscape definition
 - Landscape condition assessment
 - Solar orientation
- Codes Analysis – Examine factors that must be dealt with in design, including:
 - Building and codes analysis – verify compatibility with the Presidio Trust *Codes, Standards, and Guidelines* found in the Tenant Handbook.

- Fulfill accessibility requirements
- Provide special equipment requirements to the Presidio Trust
- Building security
- Exterior lighting
- Required landscaping or open areas
- Required pavement drainage
- Restrictions on trash collection area

Submit Design Development review drawings:

- (3) half-sized sets of complete drawings with along with site plan showing: site plan, floor plans, exterior elevations, building sections, preliminary structural floor plans, preliminary mechanical and electrical plans.

All drawings for this submission are to conform with Presidio Trust drawing and CAD standards:

Site Plan (min. 1"=20')	Site Development Plan Including removals
Floor Plans (min. 1/8"=1'0")	Show all levels of buildings including roof. Partial plans are acceptable if the area of the work is limited.
Exterior Elevations (min. 1/8"=1'0")	Indicate any proposed repairs, additions, alterations or treatments at building exterior.
Building Sections (min. 1/8"=1'0")	Show finished floor elevations, relation to grade and significant vertical penetrations.
Preliminary Structural Floor Plans (min. 1/8"=1'0)	Show existing systems and any proposed treatments or alterations.
Preliminary mechanical and electrical plans	Show existing systems and proposed alterations. Identify primary equipment and distribution.

Obtain written approval of Design Development by the DRC.