

SCHEMATIC DESIGN SUBMITTAL REQUIREMENTS

The Presidio Trust compliance process requires most of the information and design in the initial phases, making the Schematic Design Phase the most critical. During this stage, the tenant's design team will develop project schedule and budget, conduct a complete code analysis of the building, investigate alternative solutions, develop preliminary plans, conduct a structural study (as necessary), obtain preliminary concurrence and develop other information related to the proposed use and rehabilitation or construction of the building. Using the project checklist as a guide, the tenant's design team will present solutions for meeting life safety/building code requirements and other applicable Presidio standards and guidelines such as the *Green Building Guidelines*, *Secretary of Interior's Standards for Rehabilitation of Historic Properties*, and accessibility requirements (ADA). Working with the Trust's Project Manager, the tenant's design team will develop a comprehensive schematic design and obtain preliminary concurrence from Presidio officials and technical staff in preparation for the Schematic Design review.

Schematic Design materials should convey the entire scope of the rehabilitation or new construction in general terms. Floor plans may be considered as annotated sketch plans, but should indicate all proposed architectural alterations, including accessibility upgrades and the proposed exiting system. Show existing elements to be demolished as dashed lines; new elements should be shaded solid. Indicate clearly extent of proposed removal or alteration of historic elements. Describe the schematic approach to site, structural, mechanical, electrical, life safety and other systems upgrades as applicable. Describe preliminary utilities demand loads. Describe clearly the scope of building repair/rehabilitation. Identify proposed site improvements as they respond to historic analysis and program needs.

The scheme(s) will likely be developed with Presidio Trust professional staff assisting in the interpretation of the Rehabilitation Guidelines and facilitating the N² (NEPA/NHPA) compliance process. Limited supplemental materials or narratives may be necessary to show the proposed rehabilitation in sufficient detail.

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

- Consistency in general with Planning and Design Guidelines specific to this site
- Compatible with surrounding historic district
- Are proposed materials and equipment sustainable, maintainable and appropriate for intended use
- Consistency with any EA or EIS requirements

SCHEMATIC DESIGN CHECKLIST

- Propose program and space/building requirements and improvements for approval.
- Submit project information:
 - Describe scope of work
 - Provide program and site analysis and their compatibility
 - (3) half-sized sets of complete drawings with along with site plan showing the location(s) of all proposed architectural alterations, including accessibility upgrades and the proposed existing system
 - One set of the following: color rendering(s); photos of existing and proposed structure(s). Describe conceptual approach to site, structural, mechanical, electrical, life/safety and other system upgrades as applicable
 - Details of materials to be used in constructing the project; please include color and material samples.
 - Environmental considerations
- Obtain written approval of Schematic Design by the DRC.