



DEVELOPMENT ORDER EXHIBIT V-G BUILDING DESIGN APPLICATION

Community Development Dept. | 9220 Bonita Beach Road, Ste. 111 | Bonita Springs, FL 34135 | (239) 444-6150 | permitting@cityofbonitaspringscd.org

Architect: _____ Phone: _____

Project Name: _____

STRAP Number(s): _____

Street Address: _____

PART I GENERAL INFORMATION

A. Check One:

_____ New Building

_____ Downtown Redevelopment Area

_____ Facade Renovation >50% of Wall Area of Any Facade

_____ Redevelopment >50% of Assessed Value of the existing structure or 25% of the square

_____ Repainting of any building

- B. Has the Applicant/Architect attended a pre-application meeting with a City of Bonita Springs designated design reviewer who will offer advice and recommendations concerning the applications of the various standards for each specific development? NO YES

If the answer is NO, a pre-application meeting must be arranged with a City-designated design reviewer before submitting the application for the Development Order per LDC 3-486 or building permit in accordance with LDC 4-869.

If the answer is **YES**, please attach a copy of the Pre-Application Design Review Meeting Transmittal Letter prepared by the City designated design reviewer and notes indicating whether recommendations have been incorporated into the design. (Label as Exhibit V-G-I-B)

- C. Architectural drawings as identified on page 3 of this application, signed and sealed by a licensed Architect, registered in the State of Florida, who is directly responsible for the production of those drawings and designs, must be submitted to demonstrate compliance with the Design Standards for Commercial Buildings and/or the Redevelopment Area (7 sets of this application and these drawings collated into the drawing submittal package and CD [see Application for Development Order, PART IX, Required Submittal Documents]).
- D. Projects located within the Old 41 Redevelopment Urban Core Area require Minor-impact or Major-impact project review. Projects located outside of the Urban Core must comply with the architectural standards in accordance with LDC 4-870 and 4-872.

A minor-impact project is one that does not involve structural changes except replacement with identical materials. It can be accommodated by either an informal meeting or by providing the reviewer with simple illustrations, drawings, or diagrams that clearly indicate the intent of the design of the project in its relation to the streetscape. The reviewer can then determine whether a meeting is necessary. Examples of a minor impact project include the addition of a sign, an awning, replacing of windows or doors, or the repainting of a facade, or other such minor improvement to a building. An owner, or tenant, or a representative thereof, such as a sign company, awning company, graphics firm, etc., may make the presentation to the reviewer for the applicant, if needed.

All other projects not considered minor shall be deemed major-impact projects. For any architectural projects determined to have a major impact, the Florida-licensed architect or engineer responsible for the design of the building or the project and its buildings shall make submissions and presentations to the reviewer. For a planning concept project, the Florida planner or planning entity, the Florida-licensed landscape architect or architect responsible for the

planning of the project shall make submissions and presentations to the reviewer. For a landscape design project, a Florida-licensed landscape architect shall make submissions and presentations to the reviewer.

Applicants must submit a contextual site plan of the project and surrounding areas within 200 feet of the subject property. (Images taken from Google Earth would be an appropriate base map upon which the project may be inserted and notes regarding contextual features may be added.);

Photos of the street facades of both sides of the street on which the project is proposed;

- i. Site plan and building footprint to scale, including the landscaping concept. Key or critical elements on the site plans and sections need to be dimensioned. Provide drawings at a scale appropriate to the design and sufficient to be legible to the reviewer. A minimum scale is 1/16" = 1.0 feet for architects and 1" = 30 feet for engineers;
- ii. Site section from back lot line (or across alley), through the site, then across the fronting street to the other side, and including the proposed building or buildings in section, to scale;
- iii. 3D graphics of project exterior views, sufficient to explain the project in its context. Provide the drawings in color. (While color and material is important, the emphasis is on form, context, volume, and so on); and
- iv. Any other illustrations or exhibits the designer feels are warranted or may be helpful.

The designer may use whatever medium he or she wishes to present to the reviewer, but the designer should be aware of the limitations of the venue for the presentation. However, in addition to the materials used for the presentation, please also provide a package of the presentation materials in an 8 1/2 x 11 bound format for the reviewers' records, to be maintained at Community Development.

Note: All materials shall have the designers or designers firms name along with the Florida license number and date.

G. If a new building, or building addition is proposed, please indicate the area of the building footprint.

_____ Square Feet.

NOTE: It's the applicant's responsibility to ensure that the project meets the architectural standards set forth in the LDC.

NOTE: ALL APPLICATIONS MUST INCLUDE THIS PAGE WITH THEIR SUBMITTAL

Prior to submittal all applicants MUST schedule, and attend, a pre-application meeting with a City of Bonita Springs designated design reviewer. Submittals will not be accepted by the City of Bonita Springs until applicants can show evidence of a meeting having taken place prior to the submittal. After a pre-application meeting has taken place, applications shall submit the following documentation:

1. APPLICATION FOR DEVELOPMENT ORDER BONITA SPRINGS EXHIBIT V-G COMMERCIAL BUILDING DESIGN APPLICATION

Submit three (3) copies of all drawings addressing the commercial design standards consistent with LDC Chapter 3, Development Standards, Article IV, Design Standards and Guidelines for Commercial Buildings and Developments, Sections 3-486 thru 3-497. Properties located within Item D, page 1 of this document, Exhibit V-G.

Note: All applications shall include the following:

- Project Name
- Project Address
- STRAP Number(s)
- Development Order number
- Date(s) of Pre-Application Meeting(s)
- Architect's Name and current registration number
- PDF copy of submittal package on CD-ROM or Flash Drive

2. REQUIRED DRAWING DOCUMENTS

All drawings shall be signed and sealed by a registered Architect in the State of Florida clearly showing registration number and date of signing of drawings. Submit three (3) copies of each item shown below:

- A. Comments and letter of attendance from Pre-Application meeting
- B. Architectural Site Plan (or Civil Site Plan) or 3-D renderings (where required)
- C. Floor Plan(s)
- D. Roof Plan(s)
- E. Exterior Elevations (Minimum of four)
- F. Landscape Plan(s)
- G. Site Lighting Plan(s) showing photometrics
- H. Trash Dumpster Enclosure Details
- I. Rendered Building Elevation (Primary Elevation(s) with proposed building colors, materials, and color swatches)
- J. Unified Sign Plan(s)
- K. Photos of surrounding properties, to show continuity of architecture

3. ALTERNATE DESIGN AND DEVIATIONS

All submittal requirements must be provided in accordance with LDC 3-488. Alternate designs are not guaranteed as a matter of right and will be reviewed in accordance with LDC 3-488(a)(4).