

**KEEGO HARBOR
ARCHITECTURAL DESIGN CHECKLIST**

Date/Revision Date of Site Plan

Project Name/Location

Time(s) Reviewed

Application Number/Community

Reviewed by

Date

Applicant/Designer

Telephone Number - Applicant

INTRODUCTION

The Architectural Guidelines are in the form of a point rating system. The applicant or representative should assess all facades of the proposed building using this form. The checklist is divided into two columns as defined below:

- NR = Neighborhood Residential – Neighborhood Residential areas are those that do not have property lines adjacent to one of the lakes, canals, or rivers within the City
- WFR = Waterfront Residential – Waterfront Residential areas are those that have property lines adjacent to one of the lakes, canals, or rivers within the City.

I. BUILDING MATERIAL

Objective: *Select materials possessing durability and aesthetic appeal.* Building Materials — Scoring method: The score for each facade shall be averaged with the facade facing a public road, private road, or water body being double weighted.

Alternative materials may be evaluated by the Building Official for consistency and compatibility.

Exterior Wall Material	NR	WFR	Score
Brick masonry and/or Natural Stone			
A minimum of 50% brick on all four sides combined with stone	+16	+16	
A minimum of 50% brick on all four sides	+10	+10	
A brick base 4'-0' or greater above grade on all four sides	+4	+4	
Brick/Natural Stone on one side only	-4	-4	
Wood or Fiber Cement Siding, such as Hardie Board (lap, board and batten, shake), Cultured/Veneer Stone	+10	+10	
Vinyl Siding			
Standard	+6	+6	
Architectural grade	+8	+8	
Concrete masonry units			
Split face block	+2	+2	
Stucco/Exterior Insulation Finish System (e.g., "dryvit") must be textured to resemble stucco and avoid monolithic appearance and must not exceed 25%. Scoring depends on the location of the finish on the exterior wall as follows:			
8 or more feet above approved grade	+0	+0	
4 to 8 feet above approved grade	-6	-6	
Less than 4 feet above approved grade	-10	-10	
T-111 and other wood panel siding	-20	-20	
Subtotal:			

II. WINDOWS AND DOORS

Objective: *Windows and doors are the main element contributing to an inviting facade. They give visual interest to a facade. Provide a large quantity of attractive windows on a facade that fronts a street and waterfront. Note: Garage doors shall be excluded from the window composition calculation.*

Characteristic	NR	WFR	Score
A. Percentage of front facade composed of windows			
More than 30%	+20	+20	
20 - 29%	+10	+10	
10 - 19%	-10	-10	
Less than 10%	-20	-20	
0% on the street facade	-5	-5	
B. Window shapes			
Rectangular, including square	+4	+4	
Palladian (rectangular window with a half-circular top)	+4	+4	
Circular or octagonal other than decorative gable windows	-8	-8	
Diamond	-8	-8	
C. Proportions of window openings (width-to-height)			
Horizontal - more than 4:1 proportion (e.g., ribbon window)	+2	+2	
Horizontal - 2:1 to 4:1 proportion	+2	+2	
Horizontal - square to 2:1 proportion	+2	+2	
Vertical - square to 1:2 proportion	+4	+4	
Vertical - more than 1:2 proportion	+8	+8	
D. Glazing			
Clear	+4	+4	
Tinting - green, blue, bronze, smoke	0	0	
Tinting - all other colors	-4	-4	
Subtotal:			

III. ARCHITECTURAL FEATURES

Objective: *Include architectural features on the building street facade that provide texture, rhythm, and ornament to a wall.*

Description: There are two categories of architectural features. The first category consists of compositional elements, that is, architectural features that contribute to dividing the elevation into interesting parts. Horizontal compositional elements include a cornice and a base, which give the facade a top and a bottom. Vertical compositional elements include pilasters and columns, which give the facade a sense of rhythm. The second category includes decorative elements, which contribute to the visual appeal of the facade.

Architectural Features	NR	WFR	Score
Compositional Elements:			
Roof cornice	+4	+4	
Contrasting base	+4	+4	
Contrasting masonry courses, water table, or molding	+4	+4	
Pilasters or columns	+6	+6	
Corbelling	+4	+4	
Contrasting band of color	+2	+2	
Stone or ceramic accent tiles	+2	+2	
Decorative Elements			
Decorative Banisters	+8	+8	
Decorative light fixtures	+6	+6	
Decorative front door facing street	+2	+2	
Door or window canopies - canvas or vinyl	+2	+2	
Subtotal:			

IV. COLORS

Objective: *Select natural and neutral colors that are harmonious with both the natural and man-made environment. Stronger colors can be used as accents to provide visual interest to the facade.*

Characteristic	NR	WFR	Score
Primary Color (covers more than 60% of surface area)			
Subtle, neutral, or natural tones (not limited to sand, brown, grays, brick red etc.) Light, subdued hues (e.g., salmon). White, dark grays, black, and dark blue (e.g. navy)	+8	+8	
All other colors	-12	-12	
Accent Color			
Accent color is compatible with primary color	+8	+8	
Bright colors (e.g., purple, orange, bright pink, lime)	-10	-10	
Fluorescent colors	-20	-20	
Method of Application			
Color is natural to material	+4	+4	
Color is pigmented within material	+2	+2	
Color is painted onto material	0	0	
Subtotal:			

V. GARAGE LOCATION

Objective: *Ensure that the garage is a secondary element of the façade and does not establish or detract from the overall character of the house.*

Characteristic	NR	WFR	Score
Garage Type			
Detached/Attached located behind principal building	+8	+8	
Side Loaded	+4	+4	
Recessed a minimum of 5 feet behind building line	+8	+8	
Front loaded less than 50% of building width	-8	+5	
Front loaded 50% or more of building width	-16	--	
Front loaded, one story projecting	--	-5	
Front loaded, integrated 1 ½ - 2 story façade	--	+5	
Front load split garage doors	--	+5	
Garage Design	+2	+2	
Matches principal structure	+4	+4	
Other than matching principal structure	-4	-4	
Decorative elements (dormers, shutters, etc.)	+2	+2	
Subtotal:			

VI. PORCHES

Objective: *Along with windows and doors, the front porch makes a strong statement about the character of the house and the neighborhood. Front porches are encouraged to provide a strong link to surrounding houses and pedestrians.*

Characteristic	NR	WFR	Score
No Porch (less than 24sq.ft.)	-4	-4	
Porch Type			
Integrated covered front porch (24sqft min)	+10	+10	
Integrated uncovered front porch	+4	+4	
Integrated covered side porch w/o front porch	-10	+4	
Integrated uncovered side porch w/o front porch	-10	+2	
Wood deck on the front facade	-10	-10	
Subtotal:			

VII. ROOF ELEMENTS

Objective: Provide an interesting form to a building through manipulation of the building massing. This can be achieved through certain roof types, rooflines, and massing elements such as towers, cupolas, and stepping of the building form.

Characteristic	NR	WFR	Score
Roof Type			
Pitched, e.g., gable, hip,			
<4:12	-4	-4	
4:12 – 6:12	+4	+4	
> 6:12	+8	+8	
Gambrel	+4	+4	
Mansard	+4	+4	
Roof Materials	-8	-8	
Asphalt - standard	0	0	
Asphalt - dimensional	+4	+4	
Slate, tile, wood shake	+8	+8	
Standing seam metal	+8	+8	
Dormer	+4	+4	
Standing seam metal on dormer/porch/canopy etc.	+4	+4	
Subtotal:			

VIII. COMPOSITION

Objective: *It is not sufficient to include the desired architectural elements on a facade, but to arrange them in a harmonious and balanced manner. The following category provides weight to the architectural composition of the building.*

Characteristic	NR	WFR	Score
The overall composition of the facade is judged on the relationship of all of the elements listed above, i.e., how they relate in proportion, scale, arrangement, and balance. The score is on a scale of 0 to 20.	+20 possible	+20 possible	
Subtotal:			

TOTAL SCORE: _____