



Design Development Review - Urban Design and Architecture Advisory Panel

About Design Review:

Design Review is required per ART. 32 Zoning Code, §4 and is conducted with Planning Staff and / or the Urban Design and Architectural Advisory Panel (UDAAP). Certain aspects of the review process are governed by the Baltimore City Design Manual and Article 32 Zoning Code, while other aspects are more nuanced and site- or project-specific. The Design Manual and Zoning Code cannot regulate every aspect of a development project and are considered the baseline standards for architectural and urban design. Improved outcomes occur from nuanced site- and context-specific conversations during the design review process at both planning staff and UDAAP level.

Design Development Review Format:

Following the initial Schematic presentation to UDAAP, the Planning Director or Land Use and Urban Design staff will determine whether a project is allowed to move on to the Design Development Review.

- Development projects required to have a UDAAP review must present their concept to the panel with a **visual and verbal presentation**.
- Presentations are limited to approximately **20 minutes** unless prior approval is given for a longer presentation.
- Reviews are scheduled on **Thursdays, approximately once per month**, and held virtually via Webex.
- Project teams must **submit a draft presentation eight (8) business days prior to UDAAP**. When the presentation has been reviewed and approved, staff will confirm the agenda.
- Staff may hold the date for a given project; however, **Planning is not able to hold specific time slots on the agenda**.
- Following the public UDAAP review, teams are expected to provide design responses to the Panel's comments and either return for a follow up UDAAP presentation or work with Planning staff on next steps.

Design Development

Presentations to UDAAP:

Reviews are held virtually via Webex and are open to the public. Planning staff will introduce the project to the Panel to begin the presentation. It is important for the development team to provide adequate information about the development program and design concept(s). The following is required:

- An **abbreviated context presentation with reference from previous presentations**;
 - Location map and site plan that includes adjacent properties, buildings, context, landscape;
 - Photographs that illustrate existing site conditions and surrounding context;
 - Design precedents;
 - Indication of topography;
 - Completed landscape plan that includes adjacent blocks for context and planting list;
- Rendered site plan, elevations, floorplans, and sections including the previous submission drawings are required**;
- Rendered views of primary approaches and significant elements**;
- Major building material samples that indicate surface treatment and color**;
- Proposed concept signage / graphic designs and locations; and**
- Proposed exterior building and site lighting locations.**

Baltimore City Department of Planning

Development Factsheet: Design Review Topics

Design Review - Design Development Review to UDAAP



Preparing for a Schematic Review:

At this stage, it is important to indicate changes made relative to previous Panel comments. Presentations must be structured as responses to UDAAP comments; responses must be visual and should be organized in a format showing previous and current proposals.

Alternative site plans or massing concepts must be incorporated into the overall presentation at the review with UDAAP. It is critical for teams to have studied how design responses respond to the Panel's comments. If a comment cannot be addressed, the team is still expected to show how the comment was studied. The Panel will evaluate the concept plans using the described Urban Design Goals for the project as well as the following general guidelines:

1. *Have all previous comments from the Panel and department been addressed with a design response?*
2. *Is the site plan and building massing resolved?*
3. *Are the elevations fully developed and appropriately detailed?*
4. *Is the landscape plan fully developed?*
5. *Is the accompanying landscape plant list appropriate for the project and location relative to neighborhood compatibility and survival?*
6. *Is the project's external mechanical equipment placement and screening appropriate for the context?*
7. *How is signage placed and scaled?*
8. *Are the exterior building and site lighting in scale with the project? Will they negatively impact surrounding properties?*

The Panel will provide comments and make recommendations for consideration during the presentation. Written comments will be provided following the presentation. The Director of Planning will determine if the project must return for another Design Development review, or if it may move forward to Final Submission. Additionally, projects may be required to have interim meetings with Planning Staff or complete a combination of the actions listed above. When the Director determines that the Development team has addressed the comments and concerns, another presentation will be scheduled, and the project will be resubmitted to the Panel.

Helpful Links and More Information:

UDAAP Webpage: <https://planning.baltimorecity.gov/commissions-review-panels/udaap>

Development Projects Webpage: <https://planning.baltimorecity.gov/urban-design-architecture-advisory-panel-udaap/development-projects>

Department of Planning Resources Webpage: <https://planning.baltimorecity.gov/planning-resources>