

## Development Process Created in CB 59-2009

Prior to using this process, Downtown Columbia Design Guidelines must be approved.

<b>Steps (in order)</b>	<b>Details</b>	<b>Criteria For Decision Making</b>	<b>Decision Maker</b>
<b>Pre-submission Community Meeting</b> —before submission of Neighborhood Concept Plan/Final Development Plan	Section 125.E.2.A (p.31)	LDR Section 16.128(B)-(G)  <i>Notice</i> to CA and all VBs per LDR Section 16.128(B)-(G)	
<b>Neighborhood Concept Plan</b> -- <i>Def</i> in Section 103.49 (p. 3)	<i>Notice</i> to all property owners included in neighborhood within 10 days of submission- (section 125.E.1.C, p. 31) <i>Downtown</i> neighborhood square ( <i>Def</i> in Section 103.51-p. 3) <i>Consistency</i> with Street & Block Plan, Street Framework, Primary Amenity Space Framework, Maximum Building Height Plan <i>Include</i> Neighborhood Design Guidelines	<i>Consistency</i> with the downtown-wide design guidelines and the downtown Columbia plan street and block plan, downtown maximum building heights plan, downtown primary amenity space framework diagram, downtown open space preservation plan, and street framework diagram or that any proposed change(s) will not be detrimental to the overall design concept and phasing for downtown revitalization. Limited change to building height is allowed based on compatibility, character and height of nearby existing and planned development and open spaces in the area. In no event shall the maximum building height for downtown revitalization exceed twenty stories—Section 125.E.4.A (p.35)  <i>Note</i> : typo - reads E.3.A	Planning Board
<b>Neighborhood Design Guidelines</b> — as part of Neighborhood Concept Plan	<i>Neighborhood design specifications</i> , including scale and massing, block configuration, parking and service functions, building entrances, and street lighting and furniture. Street design and framework. Downtown community commons and downtown parkland. Architectural design. Green building and green site design. <i>Consistency</i> with Downtown Columbia Design Guidelines	<i>Design specifications</i> will offer sufficient detail to guide the appearance of the neighborhood over time, promote design features that are achievable and appropriate for downtown revitalization <i>Consistency</i> with Downtown Columbia Design Guidelines	Planning Board with DAP advice— Section 125.E.2.B (p. 31)

Steps (in order)	Details	Criteria For Decision Making	Decision Maker
<p><b>Final Development Plan</b></p>	<p><i>Boundaries</i> of the property covered by the FDP.  <i>Existing</i> topography, woodlands, and 100-year floodplain areas.  <i>Context plan</i> showing existing road connections, major pedestrian networks, land uses and major storm water management facilities and open space within the entire FDP area and adjoining land within 500 feet.  <i>Total</i> acreage within the area covered by the FDP.  <i>Location</i> of developed parcels and undeveloped land.  <i>Summary</i> of all existing development and all development shown on approved Site Development Plans for the area covered by the FDP; the square footage of proposed office space, retail/service space, and any other non-residential uses; the number of proposed hotel and motel rooms; and the number of proposed dwelling units.  <i>Approximate location</i> and total land area of the following existing and/or proposed land uses:</p> <ul style="list-style-type: none"> <li>• Downtown community commons.</li> <li>• Downtown parkland.</li> <li>• Downtown arts and entertainment park.</li> <li>• Environmentally sensitive areas.</li> <li>• Downtown mixed-use.</li> </ul> <p><i>Location</i> of existing and proposed downtown signature buildings.  <i>Vehicular circulation</i> system showing existing and proposed streets and the approximate location of any proposed transit routes and facilities.  <i>Layout</i> of the existing and proposed pedestrian and bicycle circulation systems.  <i>Conceptual</i> storm water management plan.</p>	<p><i>FDP</i> is consistent with the downtown revitalization phasing plan, the downtown maximum building heights plan, the downtown CEPPA implementation chart and flexibility provisions, the downtown open space preservation plan, the downtown primary amenity space framework diagram, and the affordable housing provisions of the downtown Columbia plan.</p> <p><i>FDP</i> provides a balanced mix of housing, jobs, commercial services and entertainment uses throughout each phase.</p> <p><i>If housing is proposed</i>, a variety of housing choices will be provided at differing price levels when considered in the context of surrounding existing or planned development.</p> <p><i>Pedestrian network</i> will create convenient connections throughout the subject area and connect, wherever possible, to existing and planned sidewalks and paths.</p> <p><i>FDP</i> will protect land covered by lakes, streams or rivers, flood plains and steep slopes, provide connections, where possible, to existing and planned open space and provide appropriate land for downtown community commons.</p> <p><i>FDP</i> will be compatible with existing and planned vicinal land uses. In making this determination, the Planning Board shall consider:</p> <ul style="list-style-type: none"> <li>• Use of an existing or planned road on the edge of the plan area as a separation between different land uses;</li> <li>• Size of buildings along the edges of the plan area through limits on building</li> </ul>	<p>Planning Board</p>

Steps (in order)	Details	Criteria For Decision Making	Decision Maker
	<p><i>Text material</i> regulating the following:</p> <ul style="list-style-type: none"> <li>• Maximum number and unit types of downtown net new dwellings.</li> <li>• Maximum gross floor area of downtown net new commercial office uses and commercial retail uses.</li> <li>• Maximum number of downtown net new hotel rooms.</li> <li>• Maximum building heights.</li> <li>• Maximum size of a retail-use footprint.</li> </ul> <p><i>Neighborhood-specific implementation plan</i>, consistent with the downtown revitalization phasing plan and the downtown CEPPA implementation chart, which addresses the implementation schedule and benchmarks for the following:</p> <ul style="list-style-type: none"> <li>• Balance of uses within each implementation phase.</li> <li>• Phasing of downtown mixed-use development,</li> <li>• downtown community commons spaces, transportation and circulation facilities, required infrastructure including public water and sewer.</li> <li>• Transportation and circulation facilities.</li> <li>• Environmental restoration.</li> <li>• Downtown arts, cultural and community uses.</li> <li>• Any other items as specified in the downtown CEPPA implementation chart.</li> </ul> <p><i>Traffic study</i> as specified in the Howard County Adequate Public Facilities Act</p> <p><i>Description of the downtown community</i></p>	<p>height or other requirements;</p> <ul style="list-style-type: none"> <li>• Protection or establishment of landscape features on the boundary of the plan area.</li> <li>• Character of nearby properties; and</li> <li>• Adopted downtown Columbia plan recommendations for height, building massing and scale.</li> </ul> <p><i>FDP</i> will be served by adequate public facilities, including any proposed mitigation or development staging in accordance with the Adequate Public Facilities Act (Title 16, Subtitle 11 of the Howard County Code).</p> <p><i>FDP</i> is protective of environmentally sensitive features and provides a proportional level of environmental restoration in accordance with the downtown Columbia plan.</p> <p><i>FDP</i> is protective of existing sites, public art, and buildings or structures which may have special significance on an historic or cultural basis.</p> <p><i>Neighborhood Design Guidelines</i> offer sufficient detail to guide the appearance of the neighborhood over time, and promote design features that are achievable and appropriate for downtown revitalization in accordance with the design manual of the downtown Columbia plan.</p> <p><i>Key locations</i> for downtown public art are identified, in compliance with Section 125.A.9.G.(2); and</p> <p><i>FDP</i> is consistent with the neighborhood concept plan.</p>	

Steps (in order)	Details	Criteria For Decision Making	Decision Maker
	<p>commons included in the FDP.</p> <p><i>Explanation</i> of how the proposed development addresses the environmental concepts of Chapter 3 of the Downtown Columbia – A Community Vision Report, and specifically addressing the concepts of green buildings and green site design.</p> <p><i>Locations</i> and descriptions of existing sites, public art, and buildings or structures which may have special significance on an historic or cultural basis, and an explanation of the methods employed to retain and preserve these items.</p> <p>Description of the downtown public art program that is in compliance with Section 125.A.9.G.(2), and any proposed public art.</p> <p><i>Statement</i> identifying (i) the cumulative amount of development approved and built to date under Section 125.A.9; and (ii) the status of any downtown CEPPAs, downtown parkland, downtown community commons and infrastructure as addressed in the downtown Columbia plan.</p> <p><i>Downtown neighborhood design guidelines</i>  <i>Downtown Neighborhood Concept Plan</i></p>		
<p><b>Pre-submission Community Meeting</b>—prior to submission of Site Development Plan</p>	<p>LDR Section 16.156 (CB-39)  Requirement would apply to all Downtown SDPs, except for residential-only projects.</p>	<p>LDR Section 16.128 (CB-39)</p>	
<p><b>Site Development Plan</b></p>	<p>Each Site Development shall include a statement identifying:</p> <ul style="list-style-type: none"> <li>• cumulative amount of development approved and built to date under Section 125.A.9;</li> <li>• status of any CEPPAs, downtown</li> </ul>	<p><i>SDP</i> will be consistent with the adopted downtown Columbia plan.</p> <p><i>SDP</i> is consistent with the approved FDP, downtown neighborhood design guidelines and the neighborhood-specific implementation plan.</p>	<p>Planning Board</p>

Steps (in order)	Details	Criteria For Decision Making	Decision Maker
	<p>parkland, downtown community commons and infrastructure as addressed in the downtown Columbia plan.</p>	<p><i>SDP</i> is compatible with existing and planned adjacent land uses, with consideration of the final location and use of buildings and structures, building height, massing, landscaping, downtown community commons, downtown parkland, Pedestrian, bicycle and vehicular circulation systems.</p> <p><i>SDP</i> will be well-organized in terms of the location of buildings and structures, downtown community commons, landscaping, pedestrian and vehicular circulation systems, and other downtown revitalization features.</p> <p><i>If the SDP</i> provides downtown community commons and/or downtown parkland, they are reasonable and appropriate given the location, scale and anticipated intensity of adjacent uses in accordance with the downtown Columbia plan.</p> <p><i>Maximum building</i> heights will be consistent with the FDP.</p> <p><i>Downtown public art</i> will be consistent with the downtown public art program approved with the Final Development Plan or Final Development Plan amendment approval.</p> <p><i>Minor adjustments</i> to the general pedestrian circulation system, road network, block configuration, and downtown community commons shown on the Final Development Plan and neighborhood concept plan may be approved as a part of the Site Development Plan, provided the adjustment(s) are generally consistent with the Final Development Plan and will not be detrimental to the overall design concept and phasing for downtown revitalization.</p>	