



## Wynwood NRD-1 Applications

### WDRC Submittal Checklist

Please ensure the following items are included in the digital Wynwood Design Review Committee (WDRC) Submittal Package. No new materials may be introduced after the agenda has been published without the prior permission of the Committee Liaison.

ITEM	DETAILS	NEW BUILDING	LEGACY STRUCTURE DESIGNATION*	ADAPTIVE RE-USE / FAÇADE MODIFICATION
Submittal Form	<ul style="list-style-type: none"> <li>▪ <a href="#">WDRC Submittal Form</a></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Letter of Intent	<ul style="list-style-type: none"> <li>▪ Statement describing the intent of the proposal, project background, existing conditions, and special entitlements requested, as applicable.</li> <li>▪ Include supporting information of any Public Benefits programs utilized including requested bonus square footage, density, and any applicable credits for participating in the program.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Architectural Narrative	<ul style="list-style-type: none"> <li>▪ Architectural narrative explaining the design intent and how the project responds and contributes to the character of the block, the local neighborhood, and the city.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

\*Legacy Structure: An existing Building which is maintained and re-purposed by the property owner that contributes to the character of Wynwood. The Building must maintain its physical integrity so that it sufficiently conveys its original character; possesses integrity of design, setting, material, workmanship, feeling and association and meet at least one (1) of the following criteria:

- Is associated within a significant industry important to the City's history;
- Exemplifies the Industrial past of the community; and,
- Provides public art that supports the character of Wynwood and is maintained in perpetuity.



Art Narrative	<ul style="list-style-type: none"> <li>Art narrative outlining the approach to art within the project. The narrative shall include the following information: <ul style="list-style-type: none"> <li>Description of how the art or artist will be curated and how the WDRC Art Guidelines will be applied.</li> <li>Graphic illustration(s) portraying the placement of art on the building with dimensions. A rendering of the proposed art concept, if 3available.</li> <li>Details of the proposed materials, execution, and lighting, as applicable.</li> <li>Summary of the proposed security measures, maintenance plan, and upkeep approach.</li> </ul> </li> <li>For Legacy Structure designations, please also describe how any existing art supports the character of Wynwood and will be maintained in perpetuity.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Project Drawings	<ul style="list-style-type: none"> <li>One complete original signed and sealed set of digital drawings identical to ProjectDox submittal.</li> </ul>	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Context Studies	<ul style="list-style-type: none"> <li>Aerial view of the site and adjacent blocks (minimum three-block radius).</li> <li>Photographs of the site and of adjacent properties. Include views across the public right of way and diagonally at street intersections (panoramas are preferred).</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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	<ul style="list-style-type: none"> <li>▪ Massing comparison with surrounding buildings and neighborhood.</li> <li>▪ Line of sight studies, view corridors, figure-ground studies, constraints maps, and other such contextual documentation.</li> </ul>			
Existing Conditions	<ul style="list-style-type: none"> <li>▪ A site survey certified by a Licensed Land Surveyor in the State of Florida to include Base Building Line by Public Works Department (without handwritten notes or other alterations). The survey shall contain topography, vegetation, landscape, streets, curb cuts, waterways, sidewalks, buildings, driveways, signage, and parking.</li> <li>▪ A tree survey certified by a Licensed land surveyor in the State of Florida showing all existing trees or no trees, if applicable.</li> <li>▪ Photographs, plans, and elevations of the existing site and building conditions (include all those areas to be altered or demolished).</li> <li>▪ For Legacy Structures, photographs, plans, and elevations of all sides existing structure. If available, include an approved building permit set (microfilm).</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Zoning Information	<ul style="list-style-type: none"> <li>▪ Zoning Chart outlining the number of parking spaces, loading bays, floor-area ratio calculations, lot coverage and open space calculations, zoning bonuses or reductions (building/parking/landscape) and any</li> </ul>	<input type="checkbox"/>	N/A	<input type="checkbox"/>

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	<p>additional information required to determine compliance with applicable sections of the Zoning Code.</p> <ul style="list-style-type: none"> <li>▪ Demonstrative sketches to explain the application of zoning indicators, including open space diagram, lot coverage, layers diagram, etc.</li> </ul>			
Site Plan and Floor Drawings	<ul style="list-style-type: none"> <li>▪ Dimensioned Site Plan and Floor Drawings for all Stories signed and sealed by a Florida Registered Architect.</li> <li>▪ Overall dimensions shall be shown on all site and floor drawings as well as the dimensions of all proposed ground level setbacks indicating first, second and third layers and Build-to-Zone.</li> <li>▪ The Site Plan and Floor Drawings shall include the location and dimensions of all proposed walkways, driveways, parking, means of ingress and egress, loading zones, turning radii, utility services and parking garage layout.</li> <li>▪ Garage ramps, aisle widths and turning movements may not exceed standard engineering calculations as determined by Public Works.</li> <li>▪ Maneuverability diagrams for loading areas.</li> <li>▪ Pedestrian and vehicular flow diagrams throughout the site.</li> </ul>	<input type="checkbox"/>	N/A	<input type="checkbox"/>

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Elevations and Sections	<ul style="list-style-type: none"> <li>▪ Dimensioned color elevations of all Elevations. Materials, colors, textures, architectural treatments, and art placement shall be shown and labeled on the Elevations.</li> <li>▪ Typical and non-typical sections, including street level cross-sections.</li> <li>▪ Details of prominent design patterns (such as those featured on unit balconies, staircases, garage screening, walls and fences, and other building elements) should be highlighted and shown enlarged.</li> <li>▪ Detailed elevations and sections of the public-facing ground floor, mezzanine, and second floor. Elevations shall show construction details and materials. Include thicknesses, vertical and horizontal dimensions, highlighting any recesses or indentations.</li> </ul>	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Details and Materials	<ul style="list-style-type: none"> <li>▪ Description of the details and materials, including precedent photographs, renderings, wall sections, green screens with irrigation solutions, planters, and specialty or scoring patterns and textures. Such descriptions shall be shown at an appropriate scale to discern details. Please include paint chip colors.</li> <li>▪ Important: Samples of unique or non-standard design elements and features, such as garage screening, rails, parapets, canopies, trellises, etc., should be brought to the meeting.</li> </ul>	<input type="checkbox"/>	N/A	<input type="checkbox"/>

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Renderings	<ul style="list-style-type: none"> <li>▪ Pedestrian realm perspectives from ground level up to the third story. Perspectives shall include proposed public spaces, arcades, colonnades, physical amenities (lighting, urban furniture, etc.) and/or enhancements within the public right-of-way. Information shall include details as to the heights, widths, and organization of public and/or private elements to be incorporated.</li> <li>▪ Day and night renderings</li> <li>▪ Enlarged rendered ground floor elevations required for projects with significant alterations to the façade.</li> </ul>	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Landscape Drawings	<ul style="list-style-type: none"> <li>▪ Dimensioned landscape drawings to include: <ul style="list-style-type: none"> <li>○ Planting details, plant materials schedule, including species, quantities, and sizes at time of planting and at maturity.</li> <li>○ Proposed Street and Public Space Furnishings including benches, bike racks, trash receptacles, and wayfinding signage.</li> <li>○ Lighting Plan including pedestrian, vehicular, building, garage screening, and any specialty lighting.</li> </ul> </li> <li>▪ General hardscape materials, paving patterns, raised planters/seat walls, fencing, perimeter walls, or other landscape features (samples of unfamiliar materials are encouraged be presented at the WDRC meeting).</li> <li>▪ Tree disposition plan pursuant to Chapter 17 of the City Code.</li> </ul>	<input type="checkbox"/>	N/A	<input type="checkbox"/>

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	<ul style="list-style-type: none"><li>▪ Tree mitigation plan pursuant to Article 9 of the Zoning Ordinance (Miami 21) and Chapter 17 of the City Code.</li><li>▪ Note: the above landscape elements shall be compliant with the adopted Wynwood Streetscape Master Plan when new construction or adaptive re-use is valued at over one million dollars and located at the ground level.</li></ul>			
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