



## **Memo**

To: Mayor Samuelson, City Council  
From: Jeff Arango, AICP, CFM  
Date: September 28, 2011

### **Re: Joint Meeting of the City Council and Design Review Board**

#### *Summary of Activity*

The Design Review Board (DRB) has reviewed 11 applications in 2011, which were mostly sign applications and relatively minor commercial remodels. The overall permit activity appears lower than in previous years where the DRB may review upwards of 30 projects.

#### *Design Guidelines*

Other than project review, the DRB's top priority is to develop design guidelines for the downtown district. The first step in that process will be building on the work of the ad hoc committee on defining and sustaining the character of Downtown Langley to define the design elements in the downtown that define and sustain the character of the downtown. Staff has had limited time to work on this project due to other priorities. However, more extensive work on the project will begin during the last month of 2011 or in early 2012 depending on the demands of the Shoreline Master Program update that is currently underway.

Following the adoption of design guidelines for the downtown subsequent sets of design guidelines will address residential development including single and multi-family.

#### *Build-Out Analysis*

The DRB also should be involved in the planned build out analysis effort to address the size of the Urban Growth Area (UGA) and densities within the city limits. A critical aspect of the build out analysis will be exploring design options for infill development based on a variety of density options.

