



CITY OF LANGLEY

DESIGN REVIEW CHECKLIST

The design review process seeks “to promote, preserve and enhance the city’s architectural heritage and visual character, while recognizing the existing variety of architectural styles within the city” and allowing maximum flexibility in building and site design. The process is conducted by the Design Review Board in conjunction with the City of Langley Planning staff. The Design Review Board meets the third Tuesday of each month at 6:30 pm and all materials necessary for project review (including the original and seven copies of all submittals) must be provided at least eight days prior to the meeting date.

Section 1 –Submittals Required for All Applications

- A Master Permit Application
- Photos of the project site that show the areas affected by the proposed changes

Section 2 – Submittals Required for a New Building or Major Remodel

- A site plan
- Building elevations
- Floor plans and a roof plan
- All information required for a minor remodel (see Section 3)
- Any information necessary to display proposed outdoor site improvements (see Section 4)

Section 3 – Submittals Required for a Minor Remodel

- Details of any new windows and/ or doors
- Details of any new exterior materials (including roofing material and/ or siding)
- Color chips to display any changes to the building color



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Section 4 – Submittals Required for Outdoor Site Improvements

- A site plan or aerial photograph that displays the location of the proposed changes
- Details associated with new fencing (including the design, height, material, color, etc.)
- Details associated with new landscaping (including proposed plants, plant locations, and the location of any rockery or curbing, etc.)
- Details associated with any new outdoor furniture (including the design, location, etc.)
- Details associated with any new outdoor lighting (including the color and style of the proposed fixtures, the proposed wattage of the lights, etc.)

Section 5 - Fee

- The following fee is required for design review:
 - ___ \$50 for paint colors only
 - ___ \$100 for projects with a construction value of \$20,000 or less
 - ___ \$180 for projects with a construction value of \$20,000 to \$50,000
 - ___ \$265 for projects with a construction value of \$50,000 to \$100,000
 - ___ \$350 for projects with a construction value of \$100,000 or more