

*UFPIA Land Use Committee Rubric  
for Determining Support or Opposition to Neighborhood Projects*

**Step 1: Check Prerequisites**

- Trash/Recycling Storage (if no, do not proceed; without this provision, letter of opposition will be written)
- Neighbor Outreach (if no, do not proceed; without this provision, letter of opposition will be written)
- Exterior Lighting (if no, do not proceed; without this provision, letter of opposition will be written)

**Step 2:** Score the project on each of the following Criteria. The final score for each Criteria will require a consensus of the committee. In order to proceed with the Rubric process, the committee must have at least 5 members present.

*Note: The committee will default to standards set in the Baltimore City Design Manual Section IV as it regards different dwelling categories (ie. Infill within coordinated/non-coordinated groups, etc.)*

Criteria	5	4	3	2	1	Score
No. 1: Exterior Demolition (visible from street)	Project will require no exterior demolition, except when restoring to historical standards or necessitated due to structural deficiencies		Default - N/A		Project includes cosmetic (non-structural) exterior demolition	
No. 2: Exterior Building Materials (visible from street)	New materials used adhere to section I of Baltimore Design Manual		Default - N/A		New materials used do not adhere section I of Baltimore Design Manual	

Criteria	5	4	3	2	1	Score
No. 3: Architectural Features (Porches, Steps/Stoops, Cornices, Bay Windows)	Architectural Features adhere to section H of Baltimore Design Manual		Default - N/A		Architectural Features do not adhere to section H of Baltimore Design Manual	
No. 4: Environmental Concerns	Project includes at least one major green feature (ie. solar panels, green roof, heat pump, ev charging station)		Default - N/A			
No. 5: Natural Outdoor Spaces	Project adds a considerable amount of green/natural space		Project maintains currently extant green/natural space		Project reduces currently extant green/natural spaces	
No. 6: Preferred Commercial Uses	Project will accommodate one of UFPIA's preferred commercial uses		Default - N/A			
No. 7: Parking (Residential Proposals)	Project conserves or expands parking capacity at a one-to-one ratio, without resorting to a new front loading garage		Default - N/A		Project does not expand parking capacity at the one-to-one ratio or it resorts to a front-loading garage	

Criteria	5	4	3	2	1	Score
No. 8: Submission Materials	Developer/Owner submitted all requested materials		Developer/Owner submitted some requested materials		Developer/Owner submitted none of the requested materials	
No. 9: Footprint/Lot Coverage	Project adheres to lot coverage rules in City Zoning Code		Default - N/A		Project does not adhere to lot coverage rules in City Zoning Code	
No. 10: Building Height	Project adheres to section B of Baltimore Design Manual		Default - N/A		Project does not adhere to section B of Baltimore Design Manual	
No. 11: Windows	Follows section F of Baltimore Design Manual		Default - N/A		Does not follow section F of Baltimore Design Manual	
No 12: Ground Floor Elevation	Project adheres to section E of Baltimore Design Manual		Default - N/A		Project does not adhere to section E of Baltimore Design Manual	

Criteria	5	4	3	2	1	Score
No. 13: Upper Floor Additions Set-back	Project adheres to section 2.4 E of the Baltimore Design Manual		Default - N/A		Project does not adhere to section 2.4 E of the Baltimore Design Manual	
No. 14: Garbage Storage	Project must accommodate storage of all Trash/Recycling bins out of public sight		Default - N/A		Project does not accommodate any storage of Trash/Recycling bins out of public sight	

**Step 3: Determine Final Score**

- 1) Add Scores from each criteria
- 2) Divide by 14 to find the Average Score.
- 3) If the project has widespread direct neighbor approval, add 0.5 points to the average score to determine Final Score. If the project has widespread direct neighbor opposition, subtract 0.5 points from the average score to determine Final Score.

**Step 4: Final Score and Subsequent Action**

Approval Range (average): 3.5-5 points

*Projects that fall within this range will automatically qualify for a Letter of Support from the UFPIA Land Use Committee.*

Complicated Range (average): 3.0-3.49 points

*Projects that fall within this range will require a vote of the full association before writing a Letter of Support or Opposition.*

Opposition Range (average): 1.00-2.99 points

*Projects that fall within this range will automatically qualify for a Letter of Opposition from the UFPIA Land Use Committee.*