



## PHOTO SIMULATION INSTRUCTIONS

Last Updated November 7, 2019

### General Instructions:

**Any technology** for producing a photo simulation is acceptable as long as:

- Photographs must clearly depict the existing conditions from each public vantage point at ground level (five feet above grade);
- The simulation provides a clear visualization capturing the proposed project's relationship to adjacent and confronting properties;
- The simulation accurately depicts the project's impact on neighboring properties' views;
- The massing (size) of the proposed project is accurately and clearly reflected. It should clearly show the relationship in size to the adjacent and confronting properties. It may use architectural renderings or simple massing diagrams;
- The simulation illustrates how the project relates to the character of surrounding properties;
- The project is accurately portrayed from each public vantage point at ground level (five feet above grade);
- Each photograph is labeled with the following information: 1) before/after, 2) direction/perspective, and 3) date; and
- Either a licensed architect or surveyor has signed and dated the simulation, verifying the simulation completely and accurately depicts existing and proposed conditions.

### For projects with a Public Hearing (Use Permit/Variance)

- All final photo simulations and final drawings must be submitted in digital format prior to a Public Hearing. The digital file must be an image file or PDF compatible with the current version of MS Office operating system. Your project planner will coordinate obtaining this information for final photographs/drawings prior to your Public Hearing date. Electronic files should be submitted no later than 12:00 PM the day of the hearing.