



Non-Residential Design Review

PMC 20.26.300

City of Puyallup
Development Services
333 S. Meridian
Puyallup, WA 98371
Phone: 253-864-4165
www.cityofpuyallup.org

Use this supplemental form to apply for design review for new buildings or remodels. This design review application shall be included as a supplemental form with the permit package for companion permits for the project (e.g. submitted with the project's preliminary site plan permit, building permit, or other associated permit rather than as a stand-alone application).

This design review application shall be included as a supplemental form with the permit package for companion permits for the project (e.g. submitted with the project's preliminary site plan permit, building permit, or other associated permit rather than as a stand-alone application). If you have any questions, please contact the Development Services Center at (253) 864-4165. Please note that incomplete supplemental form packets may cause a delay in the review of your application.

Submittal Checklist:

I **electronic copy of entire submittal package which includes:**

I copy of completed supplemental form

I copy of scaled elevation drawings of project

I copy of scaled project site plan

Application Fee **N/A**

Note: The following building activities are **exempt** from duplex/triplex design review:

- Any building activity that does not require a building permit;
- Interior construction work which does not alter the exterior of the structure;
- Normal building maintenance including the repair or maintenance of structural members

Rev: 12/2020

SUPPLEMENTAL FORM INFORMATION

Site Information

Parcel Number

Street Address

Applicant Information

Name

Street Address

City

State

Zip

Phone

E-mail

Owner Information

Name

Street Address

City

State

Zip

Phone

E-mail

Nature of Request (please be specific)

SUBMITTAL REQUIREMENTS

The following items must be included with submittal:

Completed supplemental form, signed and dated. Please print or type your reply to each question. Do not leave any questions unanswered, doing so will make your application incomplete.

8 ½" X 11" site plan, dimensioned, drawn to scale and including the following items:

- Scale bar shown on each page
- The boundaries of the property
- Dimensions of property and square footage of property
- Location of existing and proposed structures indicating setback distances from property lines and square footage of each structure
- Parking area
- North Arrow

Elevation drawings detailing design elements:

- Scaled drawing with a scale bar shown on each page
- The type of exterior materials and color (where applicable)
- Exterior finishes for buildings and accessory structures
- Elevation detailing of entrances and windows
- Elevation details of exterior lighting also including the type, style and model of exterior lighting fixtures (where applicable)
- Detailing of roof design, to include information regarding pitch and length
- Other information as needed

SITE INFORMATION	
Zoning Designation (visit www.cityofpuyallup.org/InteractiveWebMaps to look up the zone)	
Total Building Area (Sq. Ft.)	
Year of Original Construction	

CRITERIA

The following criteria must be met in order for the Development Services to approve a design review of the development. **Please describe FULLY how your proposal is consistent with each of these criteria.** "Yes" or "No" answers are not acceptable.

- I. **Building Wall and Roof Modulation:** All buildings which contain two or more stories or have a building footprint of more than 10,000 square feet or which have any facade length greater than 100 feet, and which will be visible from a public street or residential zone for more than three years beyond the date of construction completion, shall use the following elements and features in design and construction of the building:

Wall Plane Proportions: No wall plane visible from any public right-of-way shall be wider than two and one-half times the height of the **wall plane**.¹

¹ A **wall plane** is a flat vertical surface on a building facade, which may include doors, windows, openings, or other incidental recessions that do not extend through to the roofline.

Horizontal Modulation: All building walls shall provide horizontal modulation consistent with the following standards:

- i. The maximum allowable horizontal length of a building wall between modulations is 100 feet
- ii. The minimum depth of each modulation is 10 feet
- iii. The minimum width of each modulation is 15 feet

Roofline Modulation: If the continuous roofline exceeds 50 feet in length on a building with a flat, gabled, hipped or similar roof, or on a roofline with slopes of less than three feet vertical to 12 feet horizontal, the following methods shall be used:

- i. The height of the visible roofline must change at least four feet if the adjacent roof segments are less than 50 feet in length.
- ii. The height of the visible roofline must change at least eight feet if the adjacent roof segments are 50 feet or more in length.
- iii. The length of a sloped or gabled roofline must be at least 20 feet, with a minimum slope of three feet vertical to 12 feet horizontal.

Buildings with other roof forms, such as arched, gabled, vaulted, dormered or sawtooth, must have a significant change in slope or significant change in roofline at least every 100 feet.

Describe how the organization of your site design meets your indicated method from the list above.

2. Building Wall & Facade Articulation: All buildings which contain two or more stories or have a building footprint of more than 10,000 square feet or which have any facade length greater than 100 feet and which are visible from a public street for more than three years beyond the date of construction completion or located within 100 feet of a residential zone shall use the following elements and features in design and construction of the building:

Any wall or portion of a wall which is visible from a public street or residential zone and contains at least 400 square feet of surface area without any window, door, building wall modulation or other architectural feature shall screen or treat the wall using at least two of the following methods or techniques. Out of the listed options indicate what features your design will use.

Installation of a vertical trellis with climbing vines or plant material in front of the blank wall.

Providing a landscaped strip at least 10 feet in width in front of the blank wall and planted with plant materials which will obscure or screen at least 50 percent of the blank wall within three years.

Use of alternate building materials or wall textures in the exterior treatment of the blank wall

Use of functional or nonfunctional architectural features such as windows, doors, pillars, columns, awnings, roofs, etc., which cover at least 25 percent of the wall surface.

Describe how these standards are represented in your design.

3. Site Plan Design Principles: The following design principles shall be required of any new building proposed for construction subject to this section, **with the exception of public or private schools**. In order to encourage pedestrian movement and the use of public transit within commercial districts, and to promote development of an attractive streetscape, appropriate building orientation is needed to provide for convenient, safe, direct and enticing pedestrian access between commercial developments. Site plans shall be subject to the following location and design criteria:

Parking Area Location: The maximum width of parking lots fronting on a public street shall not exceed 64 feet or 50 percent of the subject site frontage, whichever is greater, to the extent feasible.

Street Orientation for New Buildings & Site Development: All site developments shall utilize the following standards in preparing site plan layouts:

A pedestrian-oriented plaza space in front of the building at least eight feet deep running the full width of the building. This area shall be covered by awnings covering at least six feet of the plaza space. This plaza space shall include amenities such as bike parking, bench seating, planters, fountains, artwork, decorative railing, decorative light fixtures, hanging baskets or other features that are pedestrian scaled in nature.

Buildings on street corners shall be designed using the “corner terminus buildings” guidelines of the city’s Downtown Design Guidelines and shall be built with an angled entryway and plaza space (200 square feet minimum) at the corner leading from the public right-of-way directly to building entries using decorative/stamped paving.

New buildings shall be built 12 feet from the abutting front yard and street side yard right-of-way to improve pedestrian orientation and overall building design. Buildings may deviate from this setback under the following conditions:

- i. Buildings may be set back to a maximum of 20 feet to accommodate an eight-foot plaza space.
- ii. Optionally, the pedestrian plaza space may project into the required front or street side yard landscape buffer (as required under PMC 20.58.005(2)) by a maximum of four feet; corner plaza spaces or outdoor cafes may project into the required landscape buffer by a maximum of six feet.

Site development plans shall be designed so that, to the greatest extent feasible, buildings and building entries are at street level and not elevated by retaining walls, particularly on sides of buildings where an entry way is oriented toward the abutting right-of-way.

Interior Building Orientation: Once the site development has achieved at least 50 percent of the site frontage which is occupied by buildings in accordance with the street orientation standards above, or when panhandle/internal lots not fronting on a public right-of-way, or where existing buildings and/or improvements would physically prevent subsections (1) and (2) of this section from being achieved, other structures may be placed internal to the site but shall be oriented towards each other and in close proximity to the site's street frontage buildings to allow for pedestrian movement between structures through pedestrian scaled plaza areas without crossing parking areas.

Building Entrances & Design: At least one building entrance for an individual building (or individual tenant spaces) shall face each public street frontage. Directly linking pedestrian access shall be provided between the street right-of-way and each building entrance. No less than 60 percent of the surface area of any street-facing wall shall consist of windows and/or transparent doorways.

Parking Lot Entrances and Driveway: The city may impose additional restriction on the width, number and location of driveways to and from the subject parcel to improve vehicle circulation or safety, or to enhance pedestrian movement or desirable visual characteristics.

Each side of a parking lot which abuts a street must be screened from that street using the appropriate landscaping as specified in the city's vegetative management standards or by locating the building between the street and the parking lot.

Describe how these standards are represented in your design.

4. Siding Materials: Acceptable siding materials include brick, stone, marble, split-face cement block, shingles, and horizontal lap siding. Other materials, such as stucco, may also be used as an accent if:

- (a) they are used as accent materials in conjunction with acceptable siding materials
- (b) Said accent materials are characterized by details or variations in the finish that create a regular pattern of shapes, indentations, or spaces that are accented or highlighted with contrasting shades of color.

Describe how these standards are represented in your design.

5. Achieving Building Design Variety:

Multiple-tenant buildings shall be designed with common materials, colors and styles across their entire facades so as to create cohesive building designs. Nonetheless, they shall be characterized by variation in the application of said materials and colors and also in fenestration details at least at any point where modulation is required under the provisions of subsection (1)(b) of this section. For example, siding materials or colors may be alternated between building sections; provided, that no single section be of a material or color that is not found on other portions or elements of the facade design. Accent siding materials and prominent siding materials may also be reversed to create interest. Tenant-specific motifs are prohibited if they do not reflect the style, colors and materials that characterize the overall facade design. For purposes of this section, a "single building" is defined as any structure that is completely separated from another structure by at least a 10-foot distance.

Multiple buildings on a single site shall not be exact or close replicas of each other. While common materials, colors and styles are acceptable, each building shall be unique in terms of its general massing design and fenestration design. Variety in design may be achieved by variation in each building's footprint, rooflines, facade modulation, and window arrangement. Color and materials may also be varied.

Describe how these standards are represented in your design.

CERTIFICATION

I hereby state that I am the owner or authorized agent listed above, and certify that all information contained above and in exhibits attached hereto is true and correct to the best of my knowledge and belief and is submitted for consideration by the City of Puyallup, pursuant to the provision of the Puyallup Municipal Code. It is understood that the processing of this application may require additional supporting evidence, data or statements.

RIGHT OF ENTRY: By signing this form the applicant grants unto the City and it's agents the right to enter upon the premises for purpose of conducting all necessary inspection to determine compliance with applicable laws, codes and regulations. This right of entry shall continue until a certificate of occupancy is issued for the property.

Signature of Property Owner: _____ Date _____

Signature of Applicant: _____ Date: _____