

Project Name: Olympia High School
 Concept Design Review
 Checklist filled out by Nicole Floyd, Senior Planner

Master File #: 18-4309
 Concept Meeting Date: 11/13/2018
 Detail Meeting Date: 3/28/2019

**CITY OF OLYMPIA
 BASIC COMMERCIAL DESIGN CRITERIA
 Chapter 18.110**

18.110.020 Frontage

A. REQUIREMENT:			Buildings must abut at least fifty percent (50%) of the street frontage. Gaps in frontage between buildings on a single project may not exceed eighty (80) feet in length.
Complies <input type="checkbox"/>	Conflicts <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>	

Concept Staff Analysis: The site currently does not meet this requirement and the addition will not make the site any more nonconforming than the current configuration. The requirement is not applicable.

18.110.030 – Connections

A. REQUIREMENT:			Provide driveway and sidewalk connections to and through the development to adjoining streets, bus stops, designated urban trails, and properties, where access exists or reasonable connections are possible. If a parking lot lies between the building entry and an adjacent public street, a pedestrian walkway at least six (6) feet wide shall be provided between them. In all other cases, on-site sidewalks shall have a passable width of at least four (4) feet. All crossings of vehicular travel lanes shall be clearly marked.
Complies <input checked="" type="checkbox"/>	Conflicts <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>	

B. GUIDELINES:

- Provide clear pedestrian circulation routes on site.
- Minimize curb cuts by sharing driveways and access from side streets whenever possible.
- On large sites where no public streets exist, create a grid street system within the project.
- Locate storm drainage ponds, swales, and other drainage system components so they do not unreasonably impede pedestrian access to or between buildings.
- Provide a direct and clear visual connection through the buildings to the front street if parking is located behind the buildings.
- Provide signs for pedestrians and vehicles within the site, if necessary.
- Provide walkways through parking bays and adjacent to landscape islands.

Concept Staff Analysis: The existing site design provides pedestrian circulation to the buildings and through the parking areas. New parking will provide pedestrian pathways to building entries.

18.110.040 – Fences and walls

A. REQUIREMENT:

Complies	Conflicts	N/A
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Minimize the use of fences that inhibit pedestrian movement or separate the project from the neighborhood and adjoining streets. Front yards shall be visually open to the street. Where fencing is necessary, maintain a human scale along the street by providing pedestrian connections through use of gates or openings at frequent intervals.

B. GUIDELINES:

- Provide variation in fencing through use of stepped fence heights or small setbacks.
- Add visual interest by providing variation in fence materials, texture, or colors.
- Provide landscape screening to break up long expanses of fencing.
- Repeat use of building facade material on fence columns and/or stringers.
- Provide lighting, canopies, trellises or other features to add visual interest.

Concept Staff Analysis: Fencing is not proposed with this project; however, chain-link fencing is currently installed around the site.

Detail Staff Analysis: Chain-link fencing is proposed around the new practice field and outdoor bike parking locations. While chain-link is typically not a preferred fencing material, it is consistent with the existing fencing in and around the site.

18.110.050 – Pedestrian amenities

A. REQUIREMENT:

Complies	Conflicts	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Provide pedestrian amenities in places where people typically gather, including but not limited to, transit stops, building entrances, or street corners. These spaces must include seating, landscaping, and at least two of the following:

1. Patterned materials on walkways;
- Shelters;
- Trash receptacles;
- Drinking fountains;
5. Pedestrian lighting, light bollards, or alley lighting;
6. Fountains, sculptures, mobiles, kiosks, or banners;
7. Street trees, flower boxes, or container landscaping in alleys;
8. Street vendor stations where appropriate; or,
- Bike racks.

Concept Staff Analysis: Of the nine amenity types listed, three are required by other code sections therefore every project will automatically meet this design requirement.

Exterior bike parking is proposed in various locations; however, revision through site plan review is likely to occur. Staff anticipates the bike parking locations will be significantly more refined and modified prior to detail design review. The precise location and design of the bike parking shelter will need to be provided with the detail design review packet.

Detail Staff Analysis: Bike parking locations have been significantly refined and placed around the site in convenient locations. The width of the “hoops” provided is not adequate to allow for both wheels and the frame

to be locked to the rack as is the intent of the code provision requiring the “hoop” style rack. The applicant will need to revise plans to provide for a wider hoop with the building permit application submittal.

18.110.060 – View preservation

A. REQUIREMENT:			<p>In order to protect the existing outstanding scenic views which significant numbers of the general public have from public rights-of-way, applicants for development must consider the impact their proposal will have on views of Mt. Rainier, the Olympic Mountains, Budd Inlet, the Black Hills, the Capitol Building, and Capitol Lake or its surrounding hillsides. All development must reserve a reasonable portion of such territorial and immediate views of these features for significant numbers of people from public rights-of-way, and shall provide lookouts, viewpoints, or view corridors so that visual access to existing outstanding scenic vistas is maintained.</p> <p>Refer to the Scenic Vista overlay zoning maps available at the Community Planning and Development Department.</p>
Complies <input type="checkbox"/>	Conflicts <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>	

18.110.070 – Building location and design

A. REQUIREMENT:			<ol style="list-style-type: none"> 1. Place commercial buildings on the street edge and locate parking on the side or behind the building. Parking lots shall not be located on corners. Exceptions may be made where an alternative building location would provide as good or better pedestrian access. Exceptions may be made in the Auto Oriented Design District and in the HDC-4 Capital Mall area (see Section 18.130.060. 2. Entrances to buildings shall be clearly articulated and obvious from the street. 3. Commercial and public buildings over three (3) stories must have a clearly defined base at street level that is no more than two stories high.
Complies <input type="checkbox"/>	Conflicts <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>	

Concept Staff Analysis: The project is not a commercial building in a commercial district and these requirements are not intended for school campus designs. The existing and proposed parking is on the exterior of the site. This design is consistent with the existing development pattern. Entrances to the building remain clearly articulated and obvious from the street and enhancements to pedestrian walkways from the parking areas are proposed.

18.110.080 – Maintaining human scale

A. REQUIREMENT:			<p>Use design elements to maintain a human scale at the street. Projects requiring a conditional use permit in a residential zone must incorporate elements that relate to existing buildings in the neighborhood.</p>
Complies <input checked="" type="checkbox"/>	Conflicts <input type="checkbox"/>	N/A <input type="checkbox"/>	

- B. GUIDELINES:**
- Where there is a strong sense of human scale neighborhood identity, use building modulation, roof forms, windows, materials, and details that are similar to the neighborhood buildings.
 - Articulate façade design features to reduce the apparent size of large buildings. Design elements may include, but are not limited to: facade modulation, cornices, window patterns, plazas, porches, patios, decks, covered entries, balconies, bay windows, dormers, stepped roofs, gables or other roof elements,

a variety of cladding materials, lighting fixtures, trellises, trees or other landscape features, and multiple paint colors and building materials.

- Locate retail shops with display windows at the street level around the exterior of larger commercial buildings.

Concept Staff Analysis: The school is located within a residential neighborhood with a strong sense of human scale. The school was constructed more than 50 years ago, and has undergone several remodels since then. This project does not significantly modify the existing development pattern of the school.

The applicant has taken efforts to maintain the existing character of the school and its pattern within the neighborhood context. The applicant proposes a mix of exterior material types that are intended to provide a uniform design and identity for this high school campus. The project includes the use of modulation, varied roof forms, material changes, and other details that help provide transition between the campus and adjacent residential neighborhood. The new structure is being located towards the center of the campus to maximize the amount of space between the mix of residential housing types and the large building. This physical distance is intended to help minimize potential impacts related to the buildings size.

18.110.090 – Street walls

A. REQUIREMENT:			Use a high proportion of clear or lightly tinted glass at the street level for displays or to reveal services available where appropriate. This glass shall cover or comprise at least sixty (60) percent of the building face between two (2) and eight (8) feet in elevation above the sidewalk. If glass is not possible, at least one (1) of the following, or an equivalent, shall be substituted for glazing on the building walls fronting on a street, sidewalk, or other pedestrian walkway visible to pedestrians. The following guidelines are listed in order of preference. Wall segments without such treatments should not exceed thirty (30) feet in length:
Complies <input type="checkbox"/>	Conflicts <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>	

B. GUIDELINES:

- Ornamental and structural architectural details that provide texture to the building surface; or,
- Climbing plants, vines, trees, or other vegetation that, within three (3) years of planting, can reasonably be expected to cover or screen the wall to the degree required to comply with this section; or,
- A pedestrian area, consistent with Section 18.06.100, Development Standards, located along the southern, eastern, or western exposure of a building face at a transit stop, intersection corner, or other location.

18.110.100 – Windows

A. REQUIREMENT:			Windows shall provide relief, detail, and variation to building facades and shall be in harmony with the character of the structure.
Complies <input checked="" type="checkbox"/>	Conflicts <input type="checkbox"/>	N/A <input type="checkbox"/>	

B. GUIDELINES:

- Provide variation in rhythm both horizontally and vertically.
- Use windows that are recessed or protruding such as bay windows.
- Use visually significant window elements, including lintels, sills, casings, mullions, and frame dimensions.

- Provide more glazing area on the ground floor than on the upper floors.

Concept Staff Analysis: Daylight studies determine the length of the windows to be approximately 22’ of glazing per classroom. They are modulated similar to the existing windows and have colored panels between the modulations and a frame on upper windows to help break down the scale of the building.

Detail Staff Analysis: Plans show windows with rhythm horizontally and vertically. The windows proposed are consistent with the existing windows and consistent throughout the project proposal. The windows are in harmony with the character of the existing structure.

18.110.110 – Projections into the right-of-way

A. REQUIREMENT:

Complies Conflicts N/A

In order to create a positive visual experience for the pedestrian moving along the street, add interest and variety to building facades by using projections into the right-of-way.

B. GUIDELINES:

- Use any of a variety of projections such as awnings, trellises, planter boxes, bay windows, balconies, canopies and porticos. When awnings are used, they should cover the pedestrian clear zone (the 42” of sidewalk immediately adjacent to the building).

18.110.120 – Roofs

A. REQUIREMENT:

Complies Conflicts N/A

Provide relief, detail and variation to rooflines.

B. GUIDELINES:

- Use cornices at upper edge of façades or soffit overhangs on rooflines that abut the street.
- Use landscaped roof terraces and gardens on buildings that are stepped back from the street.

Concept Staff Analysis: Plans show varied roof forms that are similar to the roof forms found on the existing structures.

18.110.130 – Corners

A. REQUIREMENT:

Complies Conflicts N/A

Create pedestrian friendly building elements at intersections and alley entrances.

B. GUIDELINES:

- Incorporate features such as inset or angled corners and entrances, display windows, or corner roof features.

18.110.140 – Consistency

A. REQUIREMENT:			Buildings shall have a consistent visual identity from all sides visible to the general public; except, building walls adjacent to alleys in the downtown design district.
Complies <input checked="" type="checkbox"/>	Conflicts <input type="checkbox"/>	N/A <input type="checkbox"/>	

B. GUIDELINES:

- Use consistent exterior materials, architectural detailing, and color schemes.
- Buildings should present a comparable level of quality of materials, detailing and fenestration.

Concept Staff Analysis: The building is consistently designed on all sides and is compatible with the existing buildings on site.

18.110.150 – Colors and materials			
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A. REQUIREMENT:			Use building materials with texture and pattern (such as brick) on exterior building walls and large surfaces. Reserve brightly saturated colors for trim or accents.
Complies <input checked="" type="checkbox"/>	Conflicts <input type="checkbox"/>	N/A <input type="checkbox"/>	

B. GUIDELINES:

- Avoid large expanses of highly tinted or mirrored glass.
- Do not use highly reflective exterior materials (except glazing) where glare would affect nearby buildings or traffic.

Concept Staff Analysis: Color and material will be reviewed in greater detail at Detail Design Review. Staff assumes the applicant intends to match the existing colors and building materials of the existing structures onsite.

Detail Staff Analysis: The colors and materials document submitted shows how the proposal intends to match the existing building to the extent feasible. Staff finds the colors and materials proposed suitable.

18.110.160 – Lighting			
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A. REQUIREMENT:			Use lighting to emphasize the building and landscaping, and to provide visibility and general security. Lighting shall not shine off-site or into adjacent buildings
Complies <input checked="" type="checkbox"/>	Conflicts <input type="checkbox"/>	N/A <input type="checkbox"/>	

B. GUIDELINES:

- Use lighting to emphasize key architectural elements and landscape features.
- Use adequate lighting along sidewalks and alleys to provide well-lit pedestrian walkways.

Concept Staff Analysis: The lighting plan and cut sheets of light fixtures will be submitted at Detail Design review.

Detail Staff Analysis: A specific lighting plan was not provided, however details regarding the lighting fixtures and their potential illumination levels were. It is unclear where exterior lighting is intended to be installed. Staff anticipates additional information to be presented at the meeting related to site lighting locations.

18.110.170 – Parking structures

A. REQUIREMENT:			Vehicle entries to garages shall be recessed at least six (6) feet from the street facade plane. At least sixty (60) percent of the street facade between two (2) and eight (8) feet above the sidewalk, shall have at least one (1) of the treatments listed below.
Complies <input type="checkbox"/>	Conflicts <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>	

B. GUIDELINES:

- Transparent windows (with clear or lightly tinted glass) where pedestrian-oriented businesses are located along the facade of the parking structure; or,
- Display windows; or,
- Art or architectural treatment such as sculpture, mosaic, glass block, opaque art glass, relief art work, or similar features; or,
- Decorative metal grille work or similar detailing which provides texture and covers the parking structure opening; or,
- Vertical trellis or other landscaping or pedestrian plaza area.

18.110.180 – Plant selection

A. REQUIREMENT:			Select plants that are compatible with planting conditions and existing landscaping. Plant trees that at their mature, natural size will be well-suited to the planting location. Avoid use of invasive species adjacent to critical areas. Do not plant noxious weeds, as defined by the Thurston County Noxious Weed Control Program (lists are on file with Thurston County or the City’s Community Planning & Development Department).
Complies <input checked="" type="checkbox"/>	Conflicts <input type="checkbox"/>	N/A <input type="checkbox"/>	

B. GUIDELINES:

- Provide visual continuity with the existing streetscape by coordinating tree and shrub species with established, healthy landscaping.
- Consider mature tree size in relation to planting area dimensions and soil type.
- Avoid a haphazard appearance by using a limited number of plant species.
- Choose native plant species for primary landscaping; limit use of exotic plant species to areas of interest or effect.

Concept Staff Analysis: The landscaping plan is conceptual in nature and a more detailed planting plan will be required with the Detail Design Review and construction permit review processes. The plant materials shown are consistent with what the City would expect for development in this area and associated with a school building.

Detail Staff Analysis: The landscaping proposed is well suited for the environment and will be compatible with the existing landscaping in and around the campus. The landscaping plan provided does not reflect minor site design changes that were made related to the removal of the fire access turnaround adjacent to area “F”, nor the additional trees anticipated in the existing landscaping islands. These modifications will need to be shown on the engineering permit submittal. Regardless, the plans submitted adequately identify the pallet of plants intended and are appropriate.

18.110.190 – Screening site services

A. REQUIREMENT:

Complies Conflicts N/A

Show the location of all mechanical equipment and utility vaults on both site and landscape plans early in the design process. Provide visual screening so that mechanical equipment and utility vaults are not visible from adjacent public rights-of-way, or adjacent dwelling units. Screen rooftop mechanical and communications equipment on all sides.

B. GUIDELINES:

- Locate mechanical equipment and utility vaults on the least visible side of the building and/or site.
- Screen at-grade locations with vertical plants such as trees, shrubs or ornamental grasses.
- Screen or paint wall mounted mechanical equipment to match the building.

Concept Staff Analysis: Screening of site services is typically reviewed at the Detail Design Review board meeting.

Detail Staff Analysis: Site service locations are not changing. Existing conditions will remain.

18.110.200 – Screening blank walls

A. REQUIREMENT:

Complies Conflicts N/A

Use a variety of landscape materials along lengthy expanses of blank walls or fences.

B. GUIDELINES:

- Screen walls or fences with a combination of trees, shrubs and vines.
- Use irrigated raised planter boxes for screening purposes.
- In narrow planting areas adjacent to walls or fences, use espaliered trees or shrubs and vines.

Concept Staff Analysis: There are two areas where the project includes blank façade walls. One place is the west-facing wall of the new music room, which is concealed within a west-facing courtyard. Windows are not appropriate in this location because of the interior design, which includes the teaching wall for this classroom. The second place is the west facing façade of the two-story classroom addition. This wall face is broken up with CMU at the base and the hardie batten system above. There is also a storefront glazed section at the end of the hallways, which allows exiting at the first floor. This wall faces the residential neighborhood beyond and is not fronting a public ROW.

The Board may want to request additional landscaping to screen these walls.

Detail Staff Analysis: The Board did not find that a condition of approval to ensure additional landscaping was necessary primarily due to the nature of the site and building design typically associated with schools. Plans indicate that landscaping will be provided in these areas. Plant selection does not include climbing or large species therefore they are unlikely to perform a high level of screening.