

Ordinance No. _____

AN ORDINANCE OF THE CITY OF OLYMPIA, WASHINGTON, AMENDING THE VILLAGE AT MILL POND MASTER PLAN RELATED TO DESIGN CRITERIA FOR SINGLE FAMILY, APARTMENTS, AND COMMUNITY BUILDINGS.

WHEREAS, on September 27, 2011, the Olympia City Council adopted Ordinance No. 6773, which adopted the Council's Findings of Fact and Conclusions of Law approving and adopting the proposed Village at Mill Pond Master Plan and Design Criteria; and

WHEREAS, on July 2, 2018, the Community Planning and Development Department received an application for proposed text amendments to The Village at Mill Pond Master Plan (the Proposed Amendments) to provide clarification or to add flexibility to the design requirements; and

WHEREAS, Olympia Municipal Code (OMC) 18.57.080(F) requires that master plan amendments which change the character, basic design, density, open space or any other requirements and conditions contained in the master plan require review and recommendation by the Hearing Examiner before being considered, reviewed, and acted upon by the City Council; and

WHEREAS, the Olympia Design Review Board considered the Proposed Amendments at a public meeting on March 14, 2019; and

WHEREAS, on April 8, 2019, the Hearing Examiner held a duly-noticed public hearing to consider the recommendations of the Design Review Board and City staff; and

WHEREAS, following the public hearing and consideration of the Proposed Amendments and recommendations of staff and the Design Review Board, the Hearing Examiner issued a recommendation that certain amendments be approved; and

WHEREAS, on June 11, 2019, the City Council duly considered the recommendations of the Design Review Board and the Hearing Examiner; and

WHEREAS, this proposal is exempt from the State Environmental Policy Act (SEPA), under WAC 197-11-800(19)(b) because it is a text amendment with no substantive changes respecting use or modification of the environment; and

WHEREAS, Chapter 35A.63 and 36.70 RCW and Article 11, Section 11 of the Washington State Constitution authorize and permit the City to adopt this Ordinance; and

WHEREAS, this Ordinance is supported by the staff report and materials associated with this Ordinance, along with other documents on file with the City of Olympia, including but not limited to documents relating to file 18-2776;

NOW, THEREFORE, THE OLYMPIA CITY COUNCIL ORDAINS AS FOLLOWS:

Section 1. Adoption of Council Findings of Fact, Conclusions of Law and Decision. The following Council Findings of Fact, Conclusions of Law and Decision in the Village at Mill Pond Master Plan Amendment File No. 18-2776 are hereby adopted:

FINDINGS OF FACT

1. This matter came before the City Council on the recommendations of the City of Olympia Hearing Examiner and the City of Olympia Design Review Board.
2. On July 2, 2018, Thomas Architecture Studio (the Applicant) applied for amendments to the Village at Mill Pond Master Plan (the Master Plan). The proposed revisions, as summarized in the Hearing Examiner's Findings of Fact, were as follows:
 - a. Twenty-three text amendments to the Design Criteria for the Village at Mill Pond Master Plan. Proposed Amendments 1-15-A apply to single-family dwellings and townhomes. Proposed Amendments 16-22 apply to apartments and community buildings.
 - b. The Design Review Board (DRB) and City staff recommend that the following proposed Amendments be approved as requested: Amendment 1, Amendment 5, Amendment 7, Amendment 13, Amendment 15-A, Amendment 16, and Amendment 21.
 - c. The DRB and City staff recommend that the following proposed amendments be approved subject to additional language (and the Applicant concurred): Amendment 6, Amendment 8, Amendment 9, Amendment 11, Amendment 12, Amendment 16, Amendment 17, Amendment 19, Amendment 20.
 - d. The Applicant discontinued its request for Amendments 14 and 22.
 - e. The DRB and City staff opposed the following requested Amendments: Amendment 2, Amendment 3, Amendment 4, Amendment 10, and Amendment 18.

The Hearing Examiner's Corrected Findings of Fact, Conclusions of Law and Recommendation dated May 1, 2019, is attached hereto as Exhibit A.

3. The Design Review Board conducted a public meeting on March 14, 2019, to consider the Applicant's proposed amendments to the Master Plan Design Guidelines and issued its recommendation to approve certain amendments. The Design Review Board's Recommendation is attached hereto as Exhibit B.
4. The Olympia Hearing Examiner conducted an open record public hearing on the Proposed Master Plan amendments on April 8, 2019. On May 1, 2019, the Hearing Examiner issued his Corrected Findings of Fact, Conclusions of Law and Recommendation.
5. In regular session on June 11, 2019, the City Council, considered the record and the recommendations of the Design Review Board and the Olympia Hearing Examiner, and the staff report and recommendations of City staff.
6. The City Council accepts and adopts the March 14, 2019, recommendation of the Design Review Board on the Village at Mill Pond Master Plan Amendment.
7. The City Council adopts all Findings of Fact in the Hearing Examiner's Recommendation dated May 1, 2019.
8. Any finding of fact more properly deemed a conclusion of law shall be considered as such.

BASED ON ITS CONSIDERATION OF THE FOREGOING, the Olympia City Council hereby enters the following:

CONCLUSIONS OF LAW

1. The City Council adopts all Conclusions of Law and analysis in the Hearing Examiner's Recommendation dated May 1, 2019.
2. Consistent with the Hearing Examiner's Recommendation, the City Council determines there are no conflicts with the City's adopted plans, policies and ordinances, and sufficient evidence was presented as to the impact on the surrounding area.

BASED ON THE FOREGOING FINDINGS OF FACT AND CONCLUSIONS OF LAW, the Olympia City Council hereby enters the following:

DECISION

1. Ordinance No. 6773 is hereby amended by replacing the "Village at Mill Pond Master Plan Development Design Criteria, dated July 16, 2011" with the amended "Village at Mill Pond Master Plan Development Design Criteria" attached hereto as Exhibit C.

Section 2. Amendment of OMC 18.05.170. Olympia Municipal Code Section 18.05.170 is hereby amended to read as follows:

18.05.170 Village at Mill Pond

On July 26, 2011, the Olympia City Council approved and adopted the Village at Mill Pond Master Plan, the details and regulations of which are found in Ordinance No. 6773 on file with the City Clerk. Effective _____, 2019, the Olympia City Council approved and adopted amendments to the Village at Mill Pond Master plan, the details and regulations of which are found in Ordinance No. _____, on file with the City Clerk. The City Clerk is hereby authorized and directed to insert the effective date and number of this Ordinance in this section.

Section 3. Amendment of the Official Zoning Map. The Director of the Olympia Community Planning and Development Department is hereby authorized and directed to amend the City of Olympia Official Zoning Map as follows:

UV – Village at Mill Pond ORD. _____ [insert this ordinance #] and ORD. 6896.

The Mayor is authorized but not required to sign an Official Zoning Map reflecting this Ordinance.

Section 4. Ordinance No. 6773. All remaining provisions of Ordinance No. 6773 not herein amended or supplemented shall remain in full force and effect.

Section 5. Corrections. The City Clerk and codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance, including the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 6. Severability. If any provision of this Ordinance or its application to any person or circumstance is held invalid, the remainder of the ordinance or application of the provisions to other persons or circumstances shall remain unaffected.

Section 7. Ratification. Any act consistent with the authority and prior to the effective date of this Ordinance is hereby ratified and affirmed.

Section 8. Effective Date. This Ordinance shall take effect five (5) days after publication, as provided by law.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:



DEPUTY CITY ATTORNEY

PASSED:

APPROVED:

PUBLISHED:

EXHIBIT A

BEFORE THE CITY OF OLYMPIA HEARINGS EXAMINER

IN RE:)	HEARING NO. 18-2776
VILLAGE AT MILL POND,)	
)	CORRECTED FINDINGS OF FACT,
)	CONCLUSIONS OF LAW
)	AND RECOMMENDATION

APPLICANT: 2400 Lilly Road, LLC
 300 Deschutes Way S.E., Suite 110
 Tumwater, Washington 98501

REPRESENTATIVES:

Ron Thomas
 Amos Callender
 Thomas Architecture Studio
 109 Capitol Way North
 Olympia, Washington 98501

SUMMARY OF REQUEST:

23 text amendments to the Design Criteria for the Village at Mill Pond Master Plan. Proposed Amendments 1-15-A apply to single-family dwellings and townhomes. Proposed Amendments 16-22 apply to apartments and community buildings.

The Design Review Board (DRB) and City Staff recommend that the following proposed Amendments be approved as requested: Amendment 1, Amendment 5, Amendment 7, Amendment 13, Amendment 15-A, Amendment 16, and Amendment 21

The DRB and City Staff recommend that the following proposed Amendments be approved subject to additional language (and the Applicant concurs): Amendment 6, Amendment 8, Amendment 9, Amendment 11, Amendment 12, Amendment 15, Amendment 17, Amendment 19, Amendment 20.

The Applicant has discontinued its request for Amendments 14 and 22.

The DRB and City Staff oppose the following requested Amendments: Amendment 2, Amendment 3, Amendment 4, Amendment 10, and Amendment 18.

LOCATION OF PROPOSAL:

Village at Mill Pond, 2400 Lilly Road N.E.

*Corrected Findings of Fact, Conclusions of Law
 and Recommendation - 1*

CITY OF OLYMPIA HEARING EXAMINER
 299 N.W. CENTER ST. / P.O. BOX 939
 CHEHALIS, WASHINGTON 98532
 Phone: 360-748-3386/Fax: 748-3387

1 **SUMMARY OF RECOMMENDATION:**

2 The proposed Amendments 1, 5, 7, 13, 15-A, 16, and 21 should be **approved** as is.

3 The proposed Amendments 6, 8, 9, 11, 12, 15, 17, 19, and 20 should be **approved** subject to
4 the additional language requested by the City and agreed to by the Applicant.

5 Proposed Amendments 14 and 22 should be **dismissed** as requested by the Applicant.

6 Proposed Amendment 2, 3, and 10/18 should be **denied**.

7 Proposed Amendment 4 should be **partially approved** in a manner consistent with current
8 practice.

9 **BACKGROUND**

10 The Village at Mill Pond Master Plan development was approved by the City Council in
11 2011. The Master Plan provides for a mix of housing totaling 209 residential units, commercial
12 and community buildings as well as open space. Design standards were approved under
13 Ordinance No. 6773. The preliminary plat was approved by the Hearing Examiner in 2011 and
14 Phase 1 of the preliminary plat received final plat approval from the Council in 2015 for 45
15 single-family detached lots and 2 townhome lots. Much of the housing in Phase 1 has been
16 constructed.

17 Engineering permits for Phase 2 have been approved for construction of roads and other
18 site improvements. Once these improvements are made the final plat for Phase 2 will be
19 submitted to the City for approval. Phase 2 will provide an additional 45 single-family
20 dwellings east of Phase 1.

21 The majority of housing is proposed for the final, third, phase. It will include a much
22 more diverse mix of housing densities and uses. The timetable for Phase 3 has not been
23 determined.

1 As Phase 2 is preparing to get underway, the Applicant asks for 23 text amendments to
2 the Design Criteria in the Master Plan. Amendments 1 through 15-A apply to single-family
3 dwellings and townhomes, while Amendments 16 through 22 apply to apartments and
4 community buildings (but are essentially the same Amendments as proposed for single-family
5 dwellings).

6 The application for the text amendments was presented to the Design Review Board
7 (DRB) for recommendation. Following review by the DRB in March, City Staff independently
8 reviewed the application and provided recommendations. The recommendations of the DRB
9 and City Staff are identical.

10 The DRB/City Staff recommend approval of Amendments 1, 5, 7, 13, 15-A, 16, and 21
11 without any modification.

12 The DRB/City Staff recommend approval of Amendments 6, 8, 9, 11, 12, 15, 17, 19,
13 and 20 subject to modifications to the Amendments. In each instance the Applicant agrees to
14 the City's proposed changes.

15 The Applicant has agreed to rescind its request for Proposed Amendments 14 and 22.
16 This leaves only five Proposed Amendments in dispute: Proposed Amendments 2, 3, 4, and
17 10/18 (Amendment 18 is the multi-family version of Amendment 10).

18 **PUBLIC HEARING**

19 Once the Proposed Amendments have been reviewed by the DRB, the Amendments and
20 the DRB's recommendations are then presented to the Hearing Examiner for additional
21 recommendation to the City Council. The City Council then considers the recommendations of
22 the DRB and the Hearing Examiner and decides whether to approve the requested amendments.

23 The public hearing before the Hearing Examiner commenced at 6:30 p.m. on Monday,
24 April 8, 2019, in the City Council Chambers in the City Hall. The City appeared through Tim
25

1 Smith, Senior Planner and Cari Hornbein of Planning Staff. The Applicant was present and
2 appeared through its architects, Ron Thomas and Amos Callender. There were no members of
3 the public present. A verbatim recording was made of the public hearing and all testimony was
4 taken under oath.

5 In advance of the public hearing Mr. Smith presented the City Staff Report including
6 Attachments 1 through 7. At the commencement of the public hearing several additional
7 exhibits were submitted as follows:

8 Exhibit 8	Memorandum from City Staff with proposed language changes to Amendments 12 and 20
9 Exhibit 9	Email to the City from Stan Springer relating to various concerns about the development
10 Exhibit 10	Power Point demonstration provided by the Applicant
11 Exhibit 11	Report from the Design Review Board following its meeting on March 14, 2019

12 There were no members of the public present at the hearing and the application has
13 generated very little public comment. Two letters were received from the public during the
14 City's review but they addressed issues largely outside the scope of these Amendments.

15 As there has been no real public input, the purpose of the hearing was to engage in a
16 discussion of the five Proposed Amendments (2, 3, 4 and 10/18) opposed by the DRB/City
17 Staff.

18 In its support of the Proposed Amendments, the Applicant's architects candidly
19 acknowledge that the project has not been received by the public as well as had been hoped.
20 Despite a robust local real estate market, the Village at Mill Pond has been slow to find buyers
21 for its houses. The architects conclude that the project "overshot the mark", that is, that it aimed
22 too high on its level of quality, resulting in higher home prices than the market will support.
23 The developer acknowledges that it is committed to this higher level of quality but hopes that it
24 might be allowed a few efficiencies in design and construction that can reduce construction
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1 costs - and home prices - without affecting quality. The architects believe that the last
2 remaining Amendments in dispute, if approved, will not impair the integrity of the project or
3 run afoul of the project's design concept. Conversely, the DRB and City Staff fear that the last
4 few requested Amendments will injure the project's promise of a rich, complex diversity of
5 character.

6 The following Findings address both the uncontested and contested Proposed
7 Amendments in their order in the application.

8 FINDINGS OF FACT

9 Proposed Amendment 1.

10 Homes should have significant variations in the floor plans, which allows for
11 variety in the massing of the home, **with the exception that townhomes may**
have the same floor plan within each building.

12 1. The Applicant seeks this modification to clarify any confusion over the right to
13 have each townhome within a building utilize the same floor plan. This will allow for
14 consistency in the exterior appearance of the building, economy in construction and clarity in
15 design.

16 2. DRB and City Staff support the Amendment.

17 Proposed Amendment 2.

18 No more than two of the same model in elevation will be built **within six**
19 **contiguous lots** (~~within eight contiguous lots~~).

20 3. The design standards currently limit two of the same house design per eight
21 contiguous lots. The Applicant seeks to reduce this requirement to two per six contiguous lots.
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1 4. The Applicant argues that there are currently eighteen model options available in
2 the development but several models are more popular than others. The current limitation of two
3 of the same model per eight contiguous lots restricts the options available to homebuyers.
4 Allowing more of the same models will address consumer demand and reduce construction
5 costs.

6 5. The DRB and City Staff disagree. The Village at Mill Pond has been promoted
7 on the concept of a diverse appearance of housing styles, giving added character to the
8 community. Indeed, the Master Plan promises that "there will be a wide range of variety,
9 complexity and richness inherent in the varying housing types and styles". The proposed
10 Amendment runs counter to this promise. Allowing more intense use of certain models will
11 harm this diversity, especially as it moves into Phase 2.
12

13
14 Proposed Amendment 3.

15 Each model will have ~~at least two different massing solutions~~ and a variety of
16 color schemes.

17 6. The Applicant proposes this amendment to eliminate the need to have "at least
18 two different massing solutions".

19 7. The term "massing" is not defined in the City's Development Regulations.
20 Wikipedia defines "massing" as:

21 "The structure in three dimensions (form), not just its outline from a single
22 perspective (shape). Massing influences the sense of space which the building
23 encloses, and helps to define both the interior space and the exterior shape of the
24 building . . . From a distance, massing, more than any other architectural detail,
25 is what creates the most impact on the eye. Architectural details or ornaments
serve to reinforce massing. Because it has a direct relation to the visual impact a
building makes, massing is one of the most important architectural design
considerations."

1 8. The Applicant again notes that it already has eighteen separate single-family
2 models. The requirement of having at least two different massing solutions for each model
3 effectively requires the development to have thirty-six different model homes. The Applicant
4 believes that this is unnecessary and unduly expensive. It adds that the City has not required the
5 second massing solution for each model during Phase 1 and questions why it is necessary for
6 later phases.

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8 9. The City concedes that it has not required a second massing solution for each
9 model during Phase 1 but only because there have not been enough houses constructed to
10 require it. The City believes that the requirement of a second massing solution will become
11 increasingly important as the project moves into Phase 2. As the number of homes increase, the
12 diversity of house appearances becomes more important.

13 10. The City adds that changing colors and adding a few structural details is not
14 sufficient to mask the sameness of house designs over a larger area. Additional massing
15 solutions will ensure the diversity of character promised by the development.

16
17 Proposed Amendment 4.

18 ~~Side windows shall be located so as not to be directly in line with a neighbor's~~
19 ~~side window.~~

20 11. The Applicant requests that this requirement be stricken in its entirety so that
21 windows in one house can be directly aligned with windows in the adjoining house.

22 12. The Applicant argues that the project "suffers from its own high level of quality",
23 that is, its homes promise a greater number of windows along the sides of the house than are
24 currently found in most developments. These windows add natural lighting and improve the
25

1 overall quality of the house. Unfortunately, they also raise the likelihood that the windows on
2 the side of one house will align with those on the adjoining house. Houses in Phase 1 have been
3 required to be constructed in a manner which avoids this occurrence. The Applicant complains
4 that this requirement adds substantially to the cost of design and construction.

5 13. The Applicant argues that concerns over privacy can be easily addressed through
6 window coverings. A similar approach has been applied to other developments in the City
7 including Woodbury Crossing.

8 14. The City responds that many of the homes in the development are very close to
9 one another. Allowing side windows to be aligned would allow full and direct views into
10 neighbor's residences, eliminating all privacy. The City adds that the Applicant's suggestion of
11 using window coverings greatly reduces the benefit of having constructed the windows in the
12 first place.

13 15. The City argues that avoiding the alignment of windows maintains a sense of
14 privacy between adjacent residences. OMC 18.05A.290 requires that, to the extent practical,
15 privacy is to be maintained between adjoining residences.

16 16. The City acknowledges that it has allowed for some overlap of windows during
17 the construction of Phase 1. Attachment 5 to the Staff Report is a Memorandum dated April 20,
18 2017, which declares that "up to a twelve inch overlap of the side windows is allowed and will
19 not be considered to be directly aligned with one another".
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1 Proposed Amendment 5 (Single-Family) and Amendment 16 (Apartments).

2 Any vertical changes in material in a vertical wall, such as from brick to wood,
3 shall wrap the corners no less than 24 inches. ~~The material change shall occur at~~
4 ~~an internal corner or a logical transition such as aligning with a window edge or~~
chimney.

5 17. The Applicant argues that the term "logical transition" is subjective and the
6 second sentence is unnecessary.

7 18. The DRB and City Staff concur that the second sentence is unnecessary and
8 should be stricken.

9
10 Proposed Amendment 6 (Single-Family) and Amendment 17 (Apartments).

11 Any horizontal transition in material on a wall surface, such as shingle to lap
12 siding, shall have a material separation, such as trim band board. **Brick or**
13 **cultural stone are considered material separation. Trim band boards are**
not required at horizontal brick or stone transition.

14 19. The Applicant requests that the last two sentences be added to this requirement.
15 The sentences better define the purpose of the first sentence and offer useful guidance.

16 20. The DRB and City Staff concur with the Applicant's request to add the two
17 additional sentences to this condition subject, however, to added language requiring a ledge or
18 cap on the brick or cultured stone to provide a transition. City Staff therefore recommends that
19 the Proposed Amendment be revised as follows:

20 "Any horizontal transition in material on a wall surface, such as shingle to lap
21 siding, shall have a material separation, such as trim band board. **Brick or**
22 **cultural stone with a ledge or cap are considered a material separation.**
Trim band boards are not required at horizontal brick or stone transition."

23 21. The Applicant concurs with the change suggested by City Staff.
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1 Proposed Amendment 9.

- 2 • **Overhead** garage doors shall be paneled, must have inset windows and
3 shall be in style that's consistent with Craftsman Bungalow theme.
4 • **Overhead** garage doors may be wood, insulated fiberglass, or metal.

5 27. The Applicant requests this change to clarify that this requirement is for
6 overhead garage doors, not other doors. Again, this is not intended to change the criteria but
7 merely to provide clarification.

8 28. The City approves the requested Amendment on the condition that there be
9 added language requiring garage doors (that are not overhead doors) to be paneled and in
10 character with the home if the door is visible from the street. The City therefore recommends
11 that this proposed Amendment be revised as follows:

12 **"Overhead** garage doors shall be paneled, must have inset windows and shall be
13 in style that's consistent with Craftsman Bungalow theme. **Overhead** garage
14 doors may be wood, insulated fiberglass, or metal. **Garage doors that are not**
15 **overhead doors shall be paneled and in character with the home if the door**
16 **is visible from the street."**

17 29. The Applicant accepts the City's additional language.

18 Proposed Amendment 10 (Single-Family) and Amendment 18 (Apartments).

19 Provide, relief, detail, and variation on the façade ~~by utilizing well proportioned~~
20 ~~openings that are designed to create shade and shadow detail.~~

21 30. The Applicant asks that the last portion of the requirement be stricken. It argues
22 that the term "well portioned" is subjective and lacks clarity. It further argues that the opening
23 clause is self sufficient and the remaining language is redundant and possibly confusing.

24 31. The City opposes the requested change. The term "well proportioned" is found
25 in OMC 18.05A.225. Since the language is drawn from the City's ordinances, its removal
26 would lead to unnecessary confusion.

1 Proposed Amendment 11 (Single-Family) and Amendment 19 (Apartments).

2 • Windows that are wider than tall are allowed when the following
3 mullion divides and proportions are used which make the windows look
4 taller than wide;

5 • A wide center vertical meeting stile in conjunction with;

6 • A wide (2" minimum) horizontal muntin at the mid-point of
7 the window to create an upper and lower, and;

8 • Narrow grid divides in the upper portion.

9 32. The Applicant requests the addition of this language to provide greater flexibility
10 in the design of windows while still maintaining the intent of the design criteria.

11 33. The City generally agrees with the Applicant but only with respect to windows
12 not facing a street or open space area. The additional language will allow some flexibility for
13 the design of windows not visible from public areas while still holding to the design criteria for
14 vertically proportioned windows facing the street, thus satisfying the requirements of OMC
15 18.05A.225. The City therefore recommends that the proposed Amendment be modified to read
16 as follows:

17 **"For windows not facing a street or open space area:**

18 • **Windows that are wider than tall are allowed when the**
19 **following mullion divides and proportions are used which make the**
20 **windows look taller than wide;**

21 • **A wide center vertical meeting stile in conjunction with;**

22 • **A wide (2" minimum) horizontal muntin at the mid-**
23 **point of the window to create an upper and lower, and;**

24 • **Narrow grid divides in the upper portion."**

25 Proposed Amendment 12 (Single-Family) and Amendment 20 (Apartments).

Windows shall have trim on all four sides. Trim must be appropriate to the
architectural character. ~~Windows shall be either recessed or protruding (such as a~~
~~bay window).~~ Windows not facing the front or street may be 'picture framed'
with same size trim piece around all four sides.

1 34. The Applicant concurs with City's added language.

2 35. The Applicant requests the elimination of the second sentence and the addition of
3 the third sentence. The Applicant believes the second sentence is unclear as it suggests that
4 all windows must be bay windows. The proposed additional sentence helps clarify that
5 windows not visible to the public may enjoy simpler framing.

6 36. The City agrees in part with the recommended changes. It agrees that the phrase
7 "such as a bay window" is unnecessary and possibly confusing, and that it should be eliminated.
8 It also agrees that the proposed additional sentence would be useful. The City therefore
9 recommends that these amendments be rewritten as follows:
10

11 "Windows shall have trim on all four sides. Trim must be appropriate to the
12 architectural character. Windows shall be either recessed or protruding ~~(such as~~
13 ~~a bay window).~~ **Windows not facing the front or street may be 'picture**
14 **framed' with same size trim piece around all four sides.**"

15 37. The Applicant agrees with the added language.

16 Proposed Amendment 13 (Single-Family) and Amendment 21 (Apartments).

17 At least two of the following features will be used **at the front of the house and**
18 **at each street facing or public open space facade:** (a) Shutters, (b) Flower
19 Boxes, (c) Knee Braces, (d) Columns.

20 38. The Applicant proposes the addition of the highlighted language to clarify that
21 these features will be required only at the front of the house and at other areas of public
22 viewing. This will clarify that these details do not extend to the sides or backs of houses where
23 there is no visibility from the street. Houses on corner lots or adjacent to public open spaces
24 will still need to meet these requirements.

25 39. The City concurs with this Proposed Amendment without any recommended
changes.

1 Proposed Amendment 14 (Single-Family) and Amendment 22 (Apartments).

2 Develop landscape in layers. ~~Low at street level and then~~ **Provide low**
3 **landscaping near sidewalks**, foundation plantings at foundation, ~~with~~ **and**
4 specimen trees as intermediate layer.

4 40. The Applicant originally proposed this change to clarify the location of
5 landscape plantings. The City responded that the existing language is consistent with the
6 approved current landscape plan and that any change would therefore be inappropriate. The
7 Applicant agrees and has dropped these Proposed Amendments.
8

9
10 Proposed Amendment 15.

11 Rear and side yard fencing (4 to 6 ft in height) shall be of a consistent design
12 throughout. Side yard fencing shall be set back at least ~~4'~~ **20'** from front of home.

13 41. The Applicant requests this change to allow fences to begin much closer to the
14 front street. A fence setback of 4 feet provides a more usable side yard, engages the street better
15 and improves security.

16 42. The City concurs with the Applicant provided that there is additional language
17 that fences constructed closer than 20 feet from the front of the home shall be offset from a
18 neighboring side yard fence at a minimum distance of 2 feet. The City therefore recommends
19 that this Amendment be revised as follows:

20 "Rear and side yard fencing (4 to 6 ft in height) shall be of a consistent design
21 throughout. Side yard fencing shall be set back at least ~~4'~~ **20'** from front of
22 **home, provided that a fence constructed closer than 20 feet from the front of**
the home shall be offset from a neighboring side yard fence at a minimum
distance of 2 feet."

23 43. The Applicant agrees with the City's requested changes to the Amendment.
24
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1 The difficulty lies in those Proposed Amendments having the potential to adversely
2 impact the promised design concept. The Applicant believes that the five contested
3 Amendments will provide greater efficiencies without harm to the project's design. The DRB
4 and City Staff respectfully disagree and believe that these last Amendments will erode
5 fundamental concepts in the project's design. After carefully reviewing the positions of both
6 parties, I concur with the recommendations of the DRB and City Staff that these remaining
7 Amendments should be denied. My only deviation from the City's position is that I would
8 support Proposed Amendment 4 (relating to the alignment of windows with those in adjoining
9 houses) to the extent of the City Staff's current policy of allowing up to a twelve-inch overlap.
10

11 The following is a more complete analysis of these remaining contested Amendments.

12 Proposed Amendments 2 and 3. Proposed Amendment 2 would allow the same model
13 to be utilized twice within six contiguous lots (as opposed to eight contiguous lots) while
14 Proposed Amendment 3 would eliminate the need for two different massing solutions for each
15 model. While each of these Proposed Amendments would have a different impact on the
16 development, they share a common theme of improving construction efficiencies by reducing
17 the diversity of housing styles. The City correctly notes that the Village at Mill Pond promised
18 of a rich and complex diversity in its residences. City Staff has a legitimate reason to fear that
19 this diversity will be lost if the same popular house models, without meaningful variation in
20 their massing, are allowed to dominate the development. Stated slightly differently, while these
21 requested changes would undoubtedly improve the efficiency of development, they would do so
22 at a significant cost to the design concept. This is especially true as the development moves into
23 the second and third phases and the number of similar looking homes becomes more apparent.
24

1 A variety of colors and variation in detail will not sufficiently mask this sameness. I therefore
2 concur with the DRB that these two Amendments should be denied.

3 Proposed Amendment 4. The Applicant asks for greater ability to align side windows in
4 one house with those in an adjoining house. The Applicant suggests that it is being punished to
5 a certain extent for its liberal use of side windows to increase the aesthetics and quality of its
6 homes. The Applicant also suggests that much of the problem can be simply remedied through
7 window coverings as has been done in other developments. I respectfully disagree and join the
8 DRB in opposing this Amendment, at least as currently written. I concur with City Staff that
9 the City's ordinances, particularly OMS 18.05A.290, encourages the maintenance of privacy
10 between adjoining residences to the fullest extent practical. It is to be remembered that these
11 homes are being constructed on relatively narrow lots leaving little room between residences.
12 In this context, the direct alignment of windows will effectively eliminate any privacy. The
13 Applicant's suggestion of adding window coverings will restore privacy but at the cost of
14 largely eliminating the windows' purpose.
15

16 Nonetheless, I see no harm in formally recognizing the City's current policy of allowing
17 a twelve-inch overlap. There is no evidence that this policy has caused a significant loss of
18 privacy and, at the same time, offers the Applicant a certain degree of flexibility. I therefore
19 recommend that the Proposed Amendment be approved in a limited format, allowing for a
20 twelve-inch overlap in windows as is currently done. I recommend the approval of Proposed
21 Amendment 4 as modified as follows:
22

23 "Side windows shall be located so as to not be directly in line with a neighbor's
24 side window. Up to a twelve-inch overlap of the side windows is allowed and
25 will not be considered to be directly aligned with one another."

1 Proposed Amendments 10 and 18. The Applicant asks to eliminate certain language in
2 the Design Criteria that requires "well proportioned openings to create shade and shadow
3 detail." The Applicant argues that this language is vague and therefore troublesome and
4 difficult to implement. City Staff responds that this language is taken directly from OMC
5 18.05A.225. I agree with DRB and City Staff that this Design Criteria merely incorporates the
6 requirements of the ordinance and should therefore be maintained. Its removal could lead to the
7 unintended suggestion that the ordinance has been amended. Retention of the challenged
8 language will merely confirm that the conditions imposed by the ordinances remain in effect. I
9 therefore concur in the recommendation that this Amendment be denied.
10

11 SUMMARY

12 Based upon the foregoing Findings and Analysis I recommend that the Proposed
13 Amendments to the Design Criteria be **approved/denied** as follows:

14 **Proposed Amendment 1** should be **approved as is** and read as follows:

15 Homes should have significant variations in the floor plans, which
16 allows for variety in the massing of the home, with the exception that
townhomes may have the same floor plan within each building.

17 **Proposed Amendment 2** should be **denied**.

18 **Proposed Amendment 3** should be **denied**.

19 **Proposed Amendment 4** should be **partially approved** to read as follows:

20 Side windows shall be located so as to not be directly in line with a
21 neighbor's side window. Up to a twelve-inch overlap of the side
22 windows is allowed and will not be considered to be directly aligned with
one another
23
24
25

1 **Proposed Amendments 5 (Single-Family) and 16 (Apartments) should be approved**

2 **as is** and read as follows:

3 Any vertical changes in material in a vertical wall, such as from brick to
4 wood, shall wrap the corners no less than 24 inches.

5 **Proposed Amendments 6 (Single-Family) and 17 (Apartments) should be approved**

6 to read as follows:

7 Any horizontal transition in material on a wall surface, such as shingle to
8 lap siding, shall have a material separation, such as trim band board.
9 Brick or cultural stone with a ledge or cap are considered a material
10 separation. Trim band boards are not required at horizontal brick or stone
11 transition.

12 **Proposed Amendment 7 should be approved as is** and read as follows:

13 Front doors shall be made of vertical grain fir (finished to allow natural wood to
14 show) or insulated fiberglass with a wood texture and painted finish; all other
15 doors shall be made of wood, insulated fiberglass, or insulated metal.

16 **Proposed Amendment 8 should be approved** to read as follows:

17 Townhome entry doors may be located next to each other if the doors are
18 offset or a divider between the doors, such as a railing, is provided to
19 enhance a sense of privacy.

20 **Proposed Amendment 9 should be approved** to read as follows:

21 Overhead garage doors shall be paneled, must have inset windows and shall be in
22 style that's consistent with Craftsman Bungalow theme. Overhead garage doors
23 may be wood, insulated fiberglass, or metal. Garage doors that are not overhead
24 doors shall be paneled and in character with the home if the door is visible from
25 the street.

Proposed Amendment 10 should be denied.

1 **Proposed Amendments 11 (Single-Family) and 19 (Apartments) should be approved**
2 to read as follows:

3 For windows not facing a street or open space area:

- 4 • Windows that are wider than tall are allowed when the following
mullion divides and proportions are used which make the windows
look taller than wide;
- 5 • A wide center vertical meeting stile in conjunction with;
 - 6 • A wide (2" minimum) horizontal muntin at the mid-point
of the window to create an upper and lower, and;
 - 7 • Narrow grid divides in the upper portion.

8 **Proposed Amendments 12 (Single-Family) and 20 (Apartments) should be approved**
9 to read as follows:

10 Windows shall have trim on all four sides. Trim must be appropriate to
11 the architectural character. Windows shall be either recessed or
protruding. Windows not facing the front or street may be 'picture framed'
with same size trim piece around all four sides.

12 **Proposed Amendments 13 (Single-Family) and 21 (Apartments) should be approved**
13 **as is** and read as follows:

14 At least two of the following features will be used at the front of the house
15 and at each street facing or public open space façade: (a) Shutters, (b)
Flower Boxes, (c) Knee Braces, (d) Columns.

16 **Proposed Amendment 14 should be dismissed** as requested by the Applicant.

17 **Proposed Amendment 15 should be approved** to read as follows:

18 Rear and side yard fencing (4 to 6 ft in height) shall be of a consistent
19 design throughout. Side yard fencing shall be set back at least 4' from
20 front of home, provided that a fence constructed closer than 20 feet from
the front of the home shall be offset from a neighboring side yard fence at
21 a minimum distance of 2 feet.

22 **Proposed Amendment 15-A should be approved as is** and read as follows:

23 Secondary roof pitch perpendicular to primary roof pitch that does not
24 face street or public open space can be 5:12 slope.

25 **Proposed Amendment 18 should be denied.**



**OLYMPIA DESIGN REVIEW BOARD
RECOMMENDATION**

MASTER PLAN AMENDMENT

Community Planning & Development
601 4th Avenue E. – PO Box 1967
Olympia WA 98501-1967
Phone: 360.753.8314
Fax: 360.753.8087
cpdinfo@ci.olympia.wa.us
www.olympiawa.gov

To: Hearing Examiner/City Council

Meeting Date: 3/14/2019

Time: 6:30PM

FROM: Principal Planner Tim Smith

PROJECT NAME: Village at Mill Pond

PROJECT No.: 18-2776

PROJECT ADDRESS: 2400 Lilly Rd NE

PROJECT DESCRIPTION: Amendments to the Design Criteria for the Village at Mill Pond – Master Plan

APPLICANT: Amos Callender, Thomas Architecture Studio, 109 Capitol Way N

ATTENDEES:

P = Present; A = Absent; X = Excused

P	JANE LACLERGUE, Vice chair (Citizen at Large)	P	JOSEPH LAVALLE, (Citizen at Large)	P	CARI HORNBEIN (Senior Planner)
P	DUANE EDWARDS (Citizen at Large)	P	MARNIE MCGRATH (Citizen at Large)	P	TIM SMITH (Principal Planner)
P	ROBERT FINDLAY (Architect)				CATHERINE MCCOY (Associate Planner)
	ANGELA RUSH (Citizen at Large)				NICOLE FLOYD (Senior Planner)
P	JAMI HEINRICHER Chair (Citizen at Large)				PAULA SMITH (Assistant Planner)

**The Village at Mill Pond Master Plan
Single Family and Apartment/Community Building Design Criteria Recommended Text
Amendments**

NOTE: The Design Review Board recommendations are as enumerated below. Amendments 1 through 15A pertain to single family dwellings and townhomes. Amendments 16 through 22 address apartment and community building design criteria and are the same as several of the amendments to the single family design criteria. The Board combined amendments in their motions where the same language for both single family and apartments are proposed. For example, Amendment #5 for single family is the

same as Amendment #16 for apartments, so the two amendments were addressed under the same motion.

Elevations and Models:

1. Homes should have significant variations in the floor plans, which allows for variety in the massing of the home, **with the exception that townhomes may have the same floorplan within each building.**
2. No more than two (2) of the same model and elevation will be built **within six continuous lots** within eight contiguous lots.
3. Each model will have ~~at least two (2) different massing solutions and~~ a variety of color schemes.

Motion and Vote: Vice Chair Jane Laclergue motioned, seconded by Joseph LaValle, to recommend approval of #1; and not recommend approval of #2 and #3. All in favor: Aye: 5, Nay: 0, Abstain: 0.

Building Placement:

- ~~4. Side windows shall be located so as not to be directly in line with a neighbor's side window.~~

Motion and Vote: Joseph LaValle motioned, seconded by Bob Findlay, to not recommend approval of #4. All in favor: Aye: 5, Nay: 0, Abstain: 0.

Materials:

5. Any vertical changes in materials in a vertical wall, such as from brick to wood, shall wrap the corners no less than 24 inches. ~~The material change shall occur at an internal corner or a logical transition such as aligning with a window edge or chimney.~~
6. Any horizontal transition in material on a wall surface, such as shingle to lap siding, shall have a material separation, such as trim band board. **Brick or cultured stone are considered a material separation. Trim band boards are not required at horizontal brick or stone transition.**

Motion and Vote: Vice Chair Jane Laclergue motioned, seconded by Duane Edwards, to recommend approval of #5 and #16; and recommend approval of #6 and #17 with additional language requiring a ledge or cap on the brick or cultured stone to provide a transition. All in favor: Aye: 5, Nay: 0, Abstain: 0.

Entrances to Homes:

7. Front doors shall be made of vertical grain fir (finished to allow natural wood to show) **or insulated fiberglass with a wood texture and painted finish**; all other doors shall be made of wood, insulated fiberglass, or insulated metal.
8. ADD ITEM: **Townhome entry doors may be located next to each other.**
9. **Overhead** garage doors shall be paneled, must have inset windows and shall be in a style that is consistent with the Craftsman Bungalow theme.
Overhead garage doors may be wood, insulated fiberglass, or insulated metal.

Motion and Vote: Joseph LaValle motioned, seconded by Bob Findlay, to recommend approval of #7; recommend approval of #8 with additional language that the doors must either be off-set or a divider between the doors, such as railing, is provided to enhance a sense of privacy; and recommend approval of #9 with additional language that requires garage doors that are not

overhead doors to be paneled and in character with the home if the door is visible from the street.
All in favor: Aye: 5, Nay: 0, Abstain: 0.

Primary Windows:

10. Provide relief, detail, and variation on the façade by ~~utilizing well-proportioned openings that are designed to create shade and shadow detail.~~
11. ADD ITEM: **Windows that are wider than tall are allowed when the following mullion divides and proportions are used which make the windows look taller than wide:**
 - a. **A wide center vertical meeting stile in conjunction with:**
 - b. **A wide (2" minimum) horizontal muntin at the mid-point of the window to create an upper and lower portion, and;**
 - c. **Narrow grid divides in the upper portion.**
12. Windows shall have trim on all four sides. Trim must be appropriate to the architectural character. ~~Windows shall be either recessed or protruding (such as a bay window).~~ **Windows not facing the front or street may be 'picture framed' with same size trim piece around all four sides.**

Motion and Vote: Marnie McGrath motioned, seconded by Jami Heinricher, to not recommend approval of #10 and #18; recommend approval of #11 and #19 with additional language that the proposed change applies to windows not facing a street or open space area; and to recommend approval of #12 and #20 as modified by the Board to retain that portion of the sentence: "Windows shall be either recessed or protruding", remove "(such as bay windows)" from the sentence, and add the proposed language regarding picture framed trim as proposed by the applicant. All in favor: Aye: 5, Nay: 0, Abstain: 0.

Architecture Details and Features:

13. At least two of the following features will be used **at the front of the house and at each street facing or public open space facade:** (a) Shutters, (b) Flower Boxes, (c) Knee Braces, (d) Columns.

Motion and Vote: Vice Chair Jane Laclergue motioned, seconded by Marnie McGrath, to recommend approval of #13 and #21. All in favor: Aye: 5, Nay: 0, Abstain: 0.

Associated Front and Street-side Landscaping and Fencing:

14. ~~Develop landscape in layers. Low at street level and then~~ **Provide low landscaping near sidewalks,** foundation plantings at foundation, ~~with~~ **and** specimen trees as intermediate layer.
15. Rear and side yard fencing (4 to 6 ft. in height) shall be of a consistent design throughout. Side yard fencing shall be set back at least **4'** ~~20'~~ from front of home.

Motion and Vote: Vice Chair Jane Laclergue motioned, seconded by Duane Edwards, to not recommend approval of #14 and #22; and recommend approval of #15 with additional language stating that fences constructed closer than 20 feet from the front of the home be off-set from a neighboring side yard fence a minimum distance of 2 feet. All in favor: Aye: 5, Nay: 0, Abstain: 0.

Roofs:

- 15.A ADD ITEM: **Secondary roof pitch perpendicular to primary roof pitch that does not face street or public open space can be 5:12 slope.**

Motion and Vote: Vice Chair Jane Laclergue motioned, seconded by Duane Edwards, to recommend approval of #15A. All in favor: Aye: 5, Nay: 0, Abstain: 0.

Memo Distribution:

- Applicant / Authorized Representative
- DRB Record
- DRB Members
- Parties of Record

Design Criteria

Note: Text shown in ~~strike through~~ is proposed to be removed from the design criteria.
Text shown in *Italics & underline* is proposed to be added to the design criteria.

These criteria supplement the city-wide design criteria and apply only to properties within The Village at Mill Pond. These criteria are intended to allow for a diverse range of building massing, detailing and color while creating a unified community.

The criteria are divided into three sections pertaining respectively to (1) "Single Family" detached housing, including zero-lots, and townhomes; (2) Apartments and Community Buildings; and (3) Commercial Buildings. Each section consists of "intent" statements and "requirements." Compliance with the requirements is necessary; the intent statements provide guidance in interpreting the purpose of the various requirements.

Single Family Building Design Criteria

Elevations and Models

Intent

- To reflect the Craftsman Bungalow architectural theme of the neighborhood.
- To provide a diverse streetscape and a variety of housing stock.
- Homes should have significant variations in the floor plans, which allows for variety in the massing of the home, *with the exception that townhomes may have the same floorplan within each building.*

Requirements

- No more than 2 of the same model and elevation will be built within eight contiguous lots.
- The same model and elevation will not be built next to each other.
- To differentiate the same models and elevations, different colors will be used.
- Each model will have at least 2 different massing solutions and a variety of color schemes.

Massing and Composition

Intent

- To reflect the Craftsman Bungalow architectural theme of the neighborhood.
- To reflect a clear hierarchy of forms and massing with expression of dominant and secondary forms.

Requirements

- Primary building forms shall be the dominating form; secondary formal elements shall include porches, principal dormers, or other significant features.
- Primary porch plate heights shall be one story; but stacked porches are allowed.

Building Articulation

Intent

- To avoid monotonous repetition of elevations along public areas and provide pedestrian scale elements to the streetscape. Articulation may be the connection of an open porch to the building, a dormer facing the street, well-defined entry elements and multiple front yard setbacks.

Requirements

- The primary building elevation oriented toward the street or village green shall have at least one articulation or change in plane. Such primary articulations shall be a minimum of 24 inches.
- A minimum of at least one 12 inch side articulation shall occur for side elevations facing streets or public spaces.

Building Placement

Intent

- Orient homes toward the public realm.
- Buildings will be designed to integrate with activities along the street frontage, village greens, and open spaces.
- All buildings should be sited in a logical way to maximize usable space while providing architectural elements at key locations. Window placement is an essential component to achieving this relationship.
- The open side is the side that is either facing a public street or green, or facing the usable side yard. This elevation should typically have more windows and detailing.

Requirements

- Each home shall have a covered porch, main entry, or main entry walk oriented toward the public realm. Each porch at the main entry shall be a minimum of 5' deep and a minimum of 50 SF in area. A variety of column shapes, consistent with the craftsman style, are allowed. Railings are not required unless otherwise needed for building code compliance.
- Side windows shall be located so as not to be directly in line with a neighbor's side window. Up to a twelve-inch overlap of the side windows is allowed and will not be considered to be directly aligned with one another.
- Within the range of allowable front yard setbacks (10' – 25'), there will be variation; no more than two homes on directly adjacent lots can share the same setback. The next home must vary its setback at least 3'-0".
- Any visible side of a building located on the corner or on the corner of a park, green, or pocket park shall meet the architectural standards of this section. Where a building is located on a corner lot, i.e. - the intersection of two roads or the intersection of a road and common open space, a wrapped porch is the preferred method of reducing the perceived scale of the house and engaging the street or open space on both sides.

Materials

Intent

- Provide a variety of materials appropriate to the architectural character of the building.

Requirements

To ensure a variety of appropriate materials, the following techniques shall be used:

- Any vertical changes in materials in a vertical wall, such as from brick to wood, shall wrap the corners no less than 24 inches. ~~The material change shall occur at an internal corner or a logical transition such as aligning with a window edge or chimney.~~
- Any horizontal transition in material on a wall surface, such as shingle to lap siding, shall have a material separation, such as a trim band board. Brick or cultured stone with a ledge or cap are considered a material separation. Trim band boards are not required at horizontal brick or stone transition.
- Acceptable Exterior Wall Material: wood or cementitious lapped siding, board & batten, shingles, standard sized brick (3-1/2 x 7-1/2 inches or 3-5/8 x 7-5/8 inches), stone or simulated stone (2 inch minimum depth). Vinyl siding is not allowed within the development.
- Trim is required around all doors and windows and must be consistent with the building style. The trim must be 3-1/2 inches in width minimum and be used on all elevations. Trim may be cement fiber board, wood, or stone material.

Colors

Intent

- Reduce the monotony of color and tone to create a more diverse palette within the Craftsman Bungalow Theme.
- Color should be used to emphasize building modulation and architectural details.
- A diversity of color should be used on homes (body and trim); consistent with the Craftsman Bungalow theme, as compared with monotonous shades of beige and gray throughout the community.
- Integrate the gutters and downspouts into the home's color scheme. Gutters and downspouts should reflect the architectural character of the home.

Requirements

- Provide at least three colors on buildings to reflect material changes and individuality of the residence.
- Gutters shall be painted of an integral color to closely match or complement either the body or trim color.

Roofs

Intent

- Provide variety of roof forms and profiles that add character and relief to the streetscape.
- Overhangs and eaves should be detailed and proportioned to compliment the architectural style of the home.

Requirements

- Primary roof pitches shall be a minimum of 6:12.
- Secondary roof pitch perpendicular to primary roof pitch that does not face street or public open space can be 5:12 slope.
- Porch roofs can be lower slope than 6:12.

- Roof overhangs, except for porches, shall be a minimum of 12 inches (excluding gutter) and a maximum of 36 inches, not including gutters and any other ornamental features.
- Roof material shall be fire retardant and shall consist of one of the following materials: architectural grade composition shingles, standing seam metal (pre-finished or copper), slate, or simulated slate.
- Bright color reflective roofing material is prohibited.

Entrances to Homes

Intent

- Design entrances that become a focal point of the buildings and allow space for social interaction.
- The style of front doors should be integral to the character of the homes.

Requirements

- Porches or stoops are required on all homes.
- Stoops and porches shall be raised above the grade except where access (ADA) is a priority. An accessible route may also be taken from a front driveway.
- Front doors shall face a street, park, common green, pocket park, or pedestrian easement.
- Front doors shall be made of vertical grain fir (finished to allow natural wood to show); or insulated fiberglass with a wood texture and painted finish; all other doors shall be made of wood, insulated fiberglass, or insulated metal.
- Front doors shall be paneled and may also have inset windows.
- Townhome entry doors may be located next to each other if the doors are offset or a divider between the doors, such as a railing, is provided to enhance a sense of privacy.
- Sidelights, maximum of 12" wide, are allowed at front doors. Material must be the same as adjacent front door or adjacent windows.
- Sliding glass doors are not prohibited along frontage elevation.
- Paired (double) front doors are prohibited.
- Head and jamb trim is required around all doors.
- Overhead Garage doors shall be paneled, must have inset windows and shall be in style that's consistent with Craftsman Bungalow theme.
- Overhead Garage doors may be wood, insulated fiberglass, or insulated metal.
- Garage doors that are not overhead doors shall be paneled and in character with the home if the door is visible from the street.

Primary Windows

Intent

- Use windows that are integral to the character of the homes.

Requirements

- Provide relief, detail, and variation on the façade by utilizing well proportioned openings that are designed to create shade and shadow detail.
- Primary windows shall be proportioned vertically rather than horizontality, i.e. – shall be taller than wide. Vertical windows may be combined together to create a larger window area.

- For windows not facing a street or open space area:
 - Windows that are wider than tall are allowed when the following mullion divides and proportions are used which make the windows look taller than wide:
 - A wide center vertical meeting stile in conjunction with:
 - A wide (2" minimum) horizontal muntin at the mid-point of the window to create an upper and lower, and;
 - Narrow grid divides in the upper portion.
- Windows shall have trim on all four sides. Trim must be appropriate to the architectural character. Windows shall be either recessed or protruding ~~(such as a bay window)~~. Windows not facing the front or street may be 'picture framed' with same size trim piece around all four sides.
- Any divided light windows must either be true divided light or have properly proportioned mullions applied to the window. Individual panes must be vertically proportioned or square.
- Acceptable window materials: frame: wood, vinyl, fiberglass, aluminum; glass: clear, double glazed (min).

Chimneys

Intent

- Any chimneys should reflect the architectural style of the home.
- Chimney form and shape should reflect the proportions of masonry tradition.
- Overly stylistic chimneys are discouraged.

Requirements

- Chimneys above the roof shall be at least 20 inches x 24 inches as measured in plan view.
- Skinny long chimneys out of concert with the house proportions or not naturally anchored into the roof forms and walls are prohibited.
- For materials allowed and prohibited on chimneys, see "Materials Requirements" for "Acceptable Exterior Wall Material" (page 234).

Columns, Trim and Corner Boards

Intent

- Design columns, trim work, and corner boards to add visual detail to the house.
- Columns, trim, and corner boards should reflect the architectural character of the home.

Requirements

- Character columns shall relate to the home's architectural style. Exposed 4x4 or 6x6 posts are prohibited.
- Metal corner clips or corner boards shall be used at corners where siding is used. Corner boards shall be a minimum of 2-1/2 inch in width. Corner boards shall be painted to match the building style.

Architecture Detail and Features

Intent

- Establish a desirable human scale by the use of shutters, knee braces, flower boxes, and columns.

Requirements

- At least two of the following features will be used at the front of the house and at each street facing or public open space facade: (a) Shutters, (b) Flower boxes, (c) Knee Braces, (d) Columns.
- Any shutters, flower boxes, and ornamental knee braces shall follow the building's architectural style.

Associated Front and Street-side Landscaping

Intent

- To establish a pedestrian oriented "feel" while promoting safety, security and privacy for residents.
- Front and side yards that abut a street should be visually open to the street.
- A variety of trees are recommended to add depth and diversity to the neighborhood.
- Backyards may be designed to suit residents' tastes.

Requirements

- Develop landscape in layers. Low at street level and then foundation plantings at foundation, with specimen trees as intermediate layer.
- For Rear Loaded Townhomes, consider site as one house in development of landscape design. Compose walk(s) and plantings with idea to providing unified identity to building façade.
- Front yard fencing is prohibited.
- Rear and side yard fencing (4 to 6 ft in height) shall be of a consistent design throughout. Side yard fencing shall be set back at least 20' from front of home, provided that a fence constructed closer than 20 feet from the front of the home shall be offset from a neighboring side yard fence at a minimum distance of 2 feet.

Apartment and Community Building Design Criteria

Massing and Composition

Intent

- To reflect the Craftsman architectural theme of the neighborhood.
- To reflect a clear hierarchy of forms and massing with expression of dominant and secondary forms.

Requirements

- Primary building forms such as roof pitch, architectural style, window fenestration, and building modulation shall be the dominating form while secondary formal elements shall include porches, principal dormers, balconies or other significant features.
- Primary porch plate heights shall be one story.

Building Articulation

Intent

- To avoid monotonous streetwalls and to provide pedestrian scale elements to the streetscape.
- To ensure that building elements, such as balconies, complement the building; and to encourage the inclusion of balconies as second and third story outdoor, covered or open living areas.
- Articulation may be the connection of an open porch to the building, a dormer facing the street, or a well-defined entry element.

Requirements

- The primary building elevation oriented toward the street or village center shall have at least one 48 inch or greater articulation or change in plane every 80' in building width.
- A minimum of at least one 12 inch side articulation shall occur for side elevations facing a street or public spaces.
- Entrances to the building(s) or internal courtyards shall be plainly visible from the surrounding public street or primary pedestrian walkways that access the building(s).
- If external stairways are utilized, to the greatest extent possible, they should be screened from direct view from surrounding public streets. The external stairs should be simple, clean, bold projections that incorporate architectural features of the adjacent structure through the use of common wall & roof forms, openings, columns, and materials. Freestanding stairways are prohibited.

Materials

Intent

- Provide a variety of materials appropriate to the architectural character of the building.

Requirements

- Any vertical changes in materials in a vertical wall, such as from brick to wood, will wrap the corners no less than 24 inches. ~~The material change shall occur at an internal corner or a logical transition such as aligning with a window edge or chimney.~~
- Any horizontal transition in material on a wall surface, such as shingle to lap siding, shall have a material separation, such as a trim band board. Brick or cultured stone with a ledge or cap are considered a material separation. Trim boards are not required at horizontal brick or stone transition.

- Acceptable Exterior Wall Material: wood or cementitious lapped siding, board & batten, shingles, standard sized brick (3-1/2 x 7-1/2 inches or 3-5/8 x 7-5/8 inches), stone or simulated stone (2 inch minimum depth). Vinyl siding is not allowed within the development.
- Trim is required around all doors and windows and must be consistent with the building style. The trim must be 3-1/2 inches in width minimum and be used on all elevations. Trim may be cement fiber board, wood, or stone material.
- Porches and balconies shall have open railings of painted wood consistent with the chosen architectural style.

Colors

Intent

- To create a consistent level of quality while allowing project identity and variety.
- Colors should be used to emphasize building modulation and architectural details.
- A diversity of color should be used on homes (body and trim); consistent with the Craftsman theme, as compared with monotonous shades of beige and gray.
- Integrate the gutters and downspouts into the building's color scheme. Gutters and downspouts should reflect the architectural character of the building.

Requirements

- Provide at least three colors on buildings to reflect material changes and enhance the architectural character of the building.
- Gutters shall be painted of an integral color to closely match or complement either the body or trim color.

Roofs

Intent

- Provide variety of roof forms and profiles that add character and relief to the streetscape.
- Overhangs and eaves should be detailed and proportioned to compliment the architectural style of the building.
- Dormers are encouraged and should complement the façade and align with windows, doors or façade modulation.

Requirements

- Primary roof pitches shall be a minimum of 6:12.
- Porch roofs can be lower slope than 6:12.
- Roof overhangs, except for porches, shall be a minimum of 12 inches (excluding gutter) and a maximum of 36 inches, not including gutters and any other ornamental features.
- Roof material shall be fire retardant and shall consist of one of the following materials: architectural grade composition shingles, standing seam metal (pre-finished or copper), slate, or simulated slate.
- Bright color reflective roofing material is prohibited.

Doors

Intent

- Use front doors that are integral to the character of the building.

Requirements

- Front doors shall be made of wood, insulated fiberglass, or insulated metal.
- Front doors shall be paneled and may also have inset windows.
- Paired (double) front doors are prohibited.
- Head and jamb trim is required around all doors.
- Sidelights, maximum of 12" wide, are allowed at front doors. Material must be the same as adjacent front door or adjacent windows.

Primary Windows

Intent

- Use windows that are integral to the character of the buildings.

Requirements

- Provide relief, detail, and variation on the façade by utilizing well proportioned openings that are designed to create shade and shadow detail.
- Primary windows shall be proportioned vertically rather than horizontally, i.e. – shall be taller than wide. Vertical windows may be combined together to create a larger window area.
- For windows not facing a street or open space area:
 - Windows that are wider than tall are allowed when the following mullion divides and proportions are used which make the windows look taller than wide;
 - A wide center vertical meeting stile in conjunction with:
 - A wide (2" minimum) horizontal mullion at the midpoint of the window to create an upper and lower, and;
 - Narrow grid divides in the upper portion.
- Windows shall have trim on all four sides. Trim must be appropriate to the architectural character. Windows shall be either recessed or protruding ~~(such as a bay window)~~. Windows not facing the front or street may be 'picture framed' with same size trim piece around all four sides.
- Any divided light windows must either be true divided light or have properly proportioned mullions applied to the window. Individual panes must be vertically proportioned or square.
- Acceptable window materials: frame: wood, vinyl, fiberglass, aluminum; glass: clear, double glazed (min).

Chimneys

Intent

- Any chimneys should reflect the architectural style of the building. Overly stylistic chimneys are discouraged.

Requirements

- Chimneys above the roof shall be at least 20 inches x 24 inches as measured in plan view.
- Chimney form and shape shall reflect the proportions of masonry tradition. Skinny long chimneys out of concert with the building proportions or not naturally anchored into the roof forms and walls are prohibited.
- For materials allowed and prohibited on chimneys, see “Materials Requirements” for “Acceptable Exterior Wall Material” (page 279).

Columns and Trim and Corner Boards

Intent

- Design columns, trim work, and corner boards to add visual detail to the building.
- Columns, trim, and corner boards should reflect the architectural character of the building.

Requirements

- Character columns shall relate to the building's architectural style. Exposed 4x4 posts are prohibited.
- Metal corner clips or corner boards shall be used at corners where siding is used. Corner boards shall be a minimum of 2-1/2 inch in width. Corner boards shall be painted to match the building style.

Architecture Detail and Features

Intent

- Establish a desirable human scale next to pedestrian routes by the use of shutters, knee braces, flower boxes, and columns.

Requirements

- At least two of the following features will be used at the front of the house and at each street facing or public open space facade: (a) Shutters, (b) Flower boxes, (c) Knee Braces, (d) Columns.
- Any shutters, flower boxes, and ornamental knee braces shall follow the building's architectural style.

Associated Landscaping

Intent

- To establish a pedestrian oriented apartment building “feel” while promoting safety, security and privacy for residents. Minimize the use of fencing and site walls.
- Front and side yards that abut a street should be visually open to the street.
- A variety of plantings are recommended to add depth and diversity to the neighborhood.

Requirements

- Develop landscape in layers. Low at street level and then foundation plantings at foundation, with specimen trees as intermediate layer.
- Landscape parking islands with trees, shrubs and groundcover.
- Landscape front, rear and side yards to help reduce the mass appearance of the buildings and to help blend into the surrounding neighborhood.

- Screen solid waste and recycling areas with fencing consistent with City of Olympia codes.
- Install fencing and site walls only where safety or security are needed or landscape/plant materials alone are insufficient in screening.

Lighting

Intent

- To promote safety, security, and privacy within the building and parking areas.

Requirements

- Provide lighting on all building entries including entry stairways, doorways, patios and decks. The style of all building lighting shall be consistent with the architectural character of the building.
 - Provide lighting in all parking areas as needed for safety.
 - Provide pedestrian scale lighting at all sidewalks as needed for safety.
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Commercial Building Design Criteria

Massing, Composition & Articulation

Intent

- To reflect the Craftsman architectural theme of the neighborhood.
- To reflect a clear hierarchy of forms and massing with expression of dominant and secondary forms; and to avoid monotonous repetition of elevations along public areas and provide pedestrian scale elements to the streetscape.

Requirements

- Primary building forms shall be the dominating form while secondary formal elements will include principal dormers, or other significant features.
- Storefront façade shall consist of multiple bays of windows and piers.
- The primary building elevation oriented toward the street or village green shall have at least one articulation or change in plane of at least 48 inches at least every 40 feet.
- A minimum of at least one side articulation of at least 12 inches every 30 feet shall occur for side elevations facing street or public spaces.
- There shall be a masonry veneer (brick, stone or simulated stone) base, a minimum of 3 feet in height, on 30 % minimum of the building's façade.

Building Placement

Intent

- To allow opportunities for an active, street-oriented commercial district and to minimize the distance to the community green.
- All buildings should be sited in a logical way to maximize usable space while providing architectural elements at key locations.

Requirements

- Sidewalk at front façade, facing village green and parking area, shall be a minimum of 15' to allow for outdoor display and/or dining.
- Primary architectural features shall face the village green/parking area and all other public streets.

Materials

Intent

- Use a variety of materials appropriate to the architectural character of the building.

Requirements

Where more than one material is used the following techniques shall be used:

- Any vertical changes in materials in a vertical wall, such as from brick to wood, will wrap the corners no less than 24 inches. The material change shall occur at an internal corner or a logical transition such as aligning with a window edge or chimney.
- Any horizontal transition in material on a wall surface, such as shingle to lap siding, shall have a material separation, such as a trim band board.
- Acceptable Exterior Wall Material: wood or cementitious lapped siding, board & batten, shingles, standard sized brick (3-1/2 x 7-1/2 inches or 3-5/8 x 7-5/8 inches), stone or simulated stone (2 inch minimum depth).
- Trim is required around all doors and windows and must be consistent with the building style. The trim must be 3-1/2 inches in width minimum and be used on all elevations. Trim may be cement fiber board, wood, or stone material. Vinyl siding is not allowed within the development.

Colors

Intent

- To create a consistent level of quality while allowing project identity and variety.
- Colors should be used to emphasize building modulation and architectural details.
- A diversity of color should be used on buildings (body and trim); consistent with the Craftsman theme, as compared with monotonous shades of beige and gray.
- Integrate the gutters and downspouts into the building's color scheme. Gutters and downspouts should reflect the architectural character of the building.

Requirements

- Provide at least three colors on buildings to reflect material changes and enhance the architectural character of the building.
- Gutters shall be painted of an integral color to closely match or complement either the body or trim color.

Roofs

Intent

- Provide variety of roof forms and profiles that add character and relief to the streetscape.
- Buildings should reflect a complementary architectural style in relationship with adjacent apartment buildings and single family homes in the neighborhood.
- Overhangs and eaves should be detailed and proportioned to compliment the architectural style of the building.
- Dormers are encouraged and should complement the façade and align with windows, doors or façade modulation.

Requirements

- Any gable forms on the public sides shall be a minimum of 6:12. Limited flat roofs are allowed as required for mechanical equipment. All mechanical equipment shall be visually screened from public view.
- Roof overhangs, except for porches, shall be a minimum of 12 inches (excluding gutter) and a maximum of 36 inches, not including gutters and any other ornamental features.

- Roof material shall be fire retardant and shall consist of one of the following materials: architectural grade composition shingles, standing seam metal (pre-finished or copper), slate, or simulated slate.
- Bright color reflective roofing material is prohibited.
- Gravel and red tile roofs are prohibited.

Awnings, Balconies, Arcades & Marquees

Intent

- To identify entryways, to provide shelter along sidewalks and opportunities for signage.
- An awning, porch or roof cover may be used for building entryways.

Requirements

- All commercial entries shall have awnings.
- Awning materials acceptable: wood, metal, glass, and fabric awnings.
- Awning projections must be a minimum of 5 foot deep.
- Signage is allowed on the awnings.
- Translucent, backlit awnings are prohibited.

Associated Signage

Intent

- To create the ability to display business signs while not overpowering the architectural style of the building.
- Signage perpendicular to front façade, mounted from awnings or building façade is preferred under or adjacent to awnings.

Requirements

- Freestanding, backlit, plastic signs are not allowed.
- Wall mounted signage, sizes consistent with City of Olympia Code, is allowed on façade facing public street and on façade facing parking/village green.
- Blade sign mounted on roof cover is allowed (i.e. canopy, awning, etc).

Doors

Intent

- Use front doors that are integral to the character of the buildings.

Requirements

- Doors shall be made of wood, fiberglass, steel or aluminum.
- Sliding glass doors are prohibited along frontage elevations.
- Overhead doors are allowed if fully glazed.
- Head and jamb trim is required around all doors.

Primary Windows

Intent

- Use windows that are integral to the character of the buildings. Maximize store display windows.

Requirements

- Provide relief, detail, and variation on the façade by utilizing well proportioned openings that are designed to create shade and shadow detail.
- Primary/store front windows shall be proportioned to be consistent with the architectural character of the building.
- All windows shall have a trim on all sides.
- Trim must be appropriate to the architectural character of the building.
- Acceptable window materials: frame: wood, vinyl, fiberglass, aluminum; glass: clear, double glazed (min).

Chimneys

Intent

- Any chimneys should reflect the architectural style of the building. Chimney form and shape shall reflect the proportions of masonry tradition. Overly stylistic chimneys are discouraged.

Requirements

- Chimneys above the roof shall be at least 20 inches x 24 inches as measured in plan view.
- Skinny long chimneys out of concert with the building proportions or not naturally anchored into the roof forms and walls are prohibited.
- Wood-framed chimney enclosures are permitted.

Columns, Trim and Corner Boards

Intent

- Columns, trim work, and corner boards that add visual detail to the building.
- Columns, trim, and corner boards should reflect the architectural character of the building.

Requirements

- Character columns shall relate to the building's architectural style. Exposed 4x4 or 6x6 inch posts are prohibited.
- Use metal corner clips or corner boards at corners where siding is used. Corner boards shall be a minimum of 2-1/2 inch in width. Corner boards shall be painted to match the building style.

Associated Landscaping

Intent

- To establish a pedestrian oriented "feel" while promoting safety, security and privacy for residents.

Requirements

- Develop landscape in layers. Low at street level and then foundation plantings at foundation, with specimen trees as intermediate layer.
- Landscape parking islands with trees, shrubs and groundcover.
- Landscape rear and side yards to help reduce the mass appearance of the buildings and to help blend into the surrounding neighborhood.
- Screen solid waste and recycling areas with fencing consistent with City of Olympia codes.
- Install fencing and site walls only where safety or security are needed or landscape/plant materials alone are insufficient in screening.

Lighting

Intent

- To promote safety, security, and privacy within the building and parking areas.

Requirements

- Provide lighting at all building entries. The style of all building lighting shall be consistent with the architectural character of the building.
- Provide lighting in all parking areas as needed for safety.
- Provide pedestrian scale lighting at all sidewalks as needed for safety.