

## Design Review Checklist for Woodbury Crossing lot 107

This list is a compilation of the applicable requirement sections in 18.05A. This code section is used in the creation of each individual Master Plan (Briggs Village, Mill Pond, Woodbury Crossing) and for each project at the point of Design Review. Given the breadth of topics included, the code section is long and detailed. To assist in the Board's review, staff has omitted sections that are not applicable and has highlighted sections that seem particularly applicable to this project. Staff notes are shown in blue. Staff notes should be used as helpful guidance regarding code compliance and areas that might need careful consideration. It is important to remember that projects cannot depart from requirements. The board can recommend departure from guidelines provided equal or better site design related to the applicable requirement is being achieved. Staff comments identify areas where conditions of approval are likely warranted.

The full code section which guides the development of master planned communities of all sizes can be reviewed online <https://www.codepublishing.com/WA/Olympia/?OlympiaNT.html>

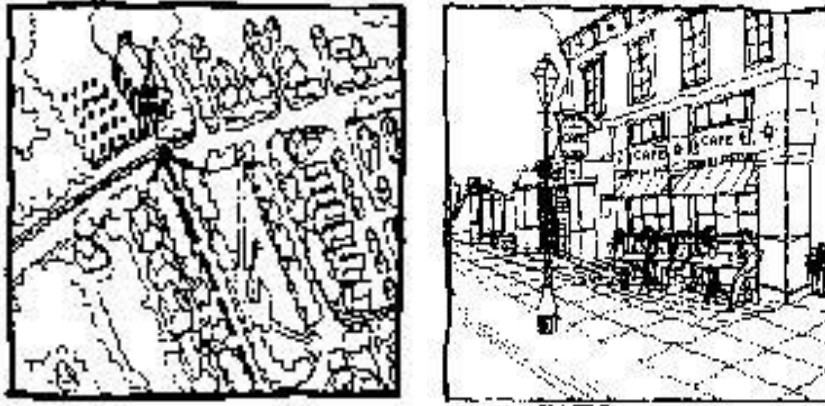
### 18.05A.040 Site design –Gateways and focal points

A. REQUIREMENT: Distinct or prominent buildings shall be located at gateways within a village, at focal points, such as corner sites, or at points of visual termination.

**Staff Comment:** The Master Plan itself was created with this building and the associated Village Green as the focal point upon entry to the development. The project departs from the illustrative images within the Master Plan but intends to accomplish the same intent of providing a prominent entry to the Village. The modified design maintains the Village Commons at the intersection of 4<sup>th</sup> Way and Sandalwood Drive, which is the primary focal point for the Village. The project includes another corner at 4<sup>th</sup> Way and Sandalwood Drive, which does not appear to include a distinctive corner element. Staff encourages the Board to review the guidelines below and consider what, if any, of modifications would assist in enhancing the buildings presence on this street corner.

#### B. GUIDELINE:

1. Prominent, monumental buildings or structures should mark gateways, focal points, or points of visual termination. This can be accomplished by using:
  - a. distinct massing (such as the use of recessed entries, contrasting materials and architectural features that identify a bottom, middle and top of a building),
  - b. additional height or the appearance of enhanced height (such as with the use of roof pitches and shapes, or cornice detail),
  - c. distinct architectural embellishments or ornamentation that break up and create variety on flat facades.



**Focal points should terminate views down streets.**

**Gateway buildings should mark transition areas.**

#### **18.05A.050 Site design –Pedestrian/sidewalk orientation**

A. **REQUIREMENT:** Create an interesting street that is visually attractive, and easy to use for pedestrians who will live, work or shop in the area. Buildings internal to a village or center shall generally face and be located on pedestrian streets. This will allow entries, display windows, and building facades to create a continuous row of store fronts and residences. Parking shall be clustered and/or located on the side or behind buildings and be designed in a way that gives pedestrians access to building entrances that are as direct as possible. Exceptions to building and parking orientation may be made for a grocery store in an urban village, or a community-oriented shopping center.

The orientation and facade of a building adjacent to an arterial or major collector shall be designed to enhance the adjacent neighborhood. Buildings and parking lots located adjacent to an arterial or major collector on the edge of a village or center shall be designed and oriented to (1) maximize the presence and prominence of the building on village corners and at gateways and (2) minimize the presence and prominence of parking lots. Where a building entry faces a parking lot, pedestrian linkages to the internal street network must be as pleasant, visible, well lit, and direct as possible.

**Staff Comment:** The applicant is proposing a Master Plan amendment that must comply with these standards. While the four parking spaces proposed to be accessed off of 4<sup>th</sup> Way are clearly convenient for the patrons of the small food store, the location is in conflict with overall pedestrian emphasis of the Village Green and removal of this parking area would be more consistent with the Master Plan. The parking is not required by code. Staff encourage the Board to consider the site as it would look if the Village Green were extended into this area and the parking were removed.

#### **B. GUIDELINE:**

##### **1. Orientation**

- a. Store fronts should face the core area, center park, and/or sidewalk of the streets on the site.

**Staff Comment:** This project has only one small commercial element – a required food store. The food store and other public amenities orient towards the village green rather than towards the several street frontages surrounding the site. This is consistent with the design intent of the Master Plan.

- b. Buildings fronting on a village or center park, green or plaza should be at least two (2) stories high.
- c. Corner lots at major street entry points or village center areas should be occupied by buildings or structures designed to emphasize their prominent location.
- d. Locate service and delivery away from the main streets where possible.
- e. Avoid and/or minimize curb cuts on streets. Use alleys or side streets for vehicle access where possible.

**Staff Comment:** The site includes a curb cut on each of the three street frontages. Pedestrian orientation and priority should be placed on the village green frontage as this is the primary focal point of the village entry therefore curb cuts should be oriented away from the Village Green. Removal of the curb cut and associated parking would allow far greater pedestrian mobility in and around the village green. The Board should evaluate and consider conditioning approval to eliminate the ancillary parking area.

- f. Require the site design to accommodate transit on transit routes:
  - i. bordering the site, and
  - ii. within a core area that may have transit service. (See Figure 5A-5.)(UV, NV, COSC, NC)

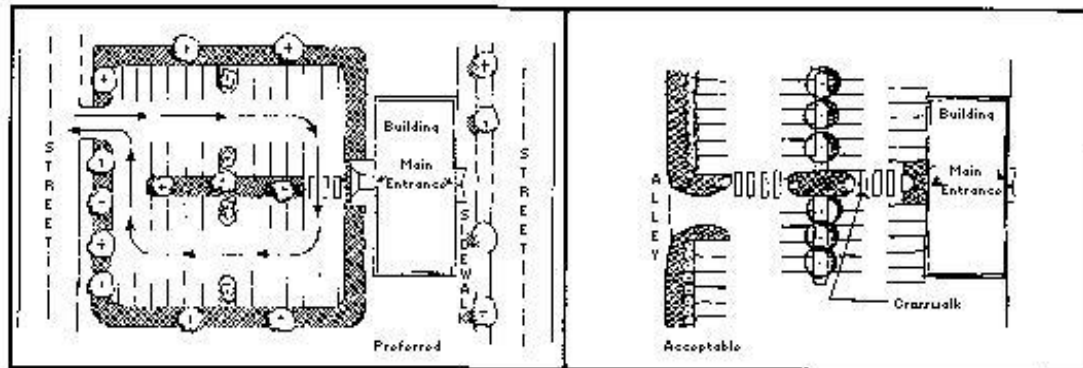
## 2. Enhanced Pedestrian Access

- a. Direct pedestrian access should be provided from sidewalks and parking lots to building entrances, to bus stops, and to adjacent buildings. Where practical and consistent with the other provisions of the district, parking isles should be aligned perpendicular to the building and pedestrian access should be separate from vehicular travel lanes. (See Figure 5A-9.)

**Staff comment:** Significant vegetation is proposed between the bus stop on Greenwood Drive and the Village Green. Staff encourages the Board to condition the approval to include a pedestrian pathway through the vegetated hillside of the village green to ensure a more welcoming sense to the area. As proposed the landscaping, topography and lack of connectivity promote a more private feel to the Village Green. The Master Plan calls for pathways, seating, and pedestrian connectivity. While the pathway is unlikely to be able to meet accessibility standards, it would provide pedestrian access through and to, the designated pedestrian open space area. A condition of approval has been provided for the Boards consideration.

- b. Where a parking lot separates a building entrance from a sidewalk in the rights-of-way, a pedestrian walkway at least six (6) feet in width should be provided connecting the street, the sidewalk and the building entrance. Such crossings should be clearly marked. (See Figure 5A-9.)
- c. Define walkways with vertical plants, such as trees or shrubs and with lighting.
- d. Place signs where they clearly direct customers to the building entrances and the parking areas.

- e. Motor vehicle wheel stops or extended curbs should be installed or sidewalk widths should be increased as necessary to ensure that pedestrian walkways within the site have a passable width of at least four (4) feet and sidewalks in rights-of-way are not encroached upon. Streetlights, utility poles, benches, trees, trash receptacles and similar streetscape fixtures should, to the greatest extent practical, be situated such that sidewalks in the rights-of-way have a passable width of at least five (5) feet.
- f. A walkway or shared bike/pedestrian network should be provided throughout the site that interconnects all dwelling units with other units, nonresidential uses, and common open space. Bike and pedestrian ways should be on the street and alley network, but additional connections may be provided.



Parking isles perpendicular to a building entrance are preferred to allow easy and safe connection to building entrances. A convenient pedestrian walkway should be provided between a sidewalk and the building entrance where a sidewalk is separated by a parking lot.

**Provide a clear sense of entry upon arrival to the building.**

**3. Enhanced Pedestrian Amenity**

- a. Walkway materials and patterns and pedestrian amenities such as benches, shelters, trash receptacles, street trees, pedestrian lighting, and drinking fountains should be coordinated to provide some uniformity of design throughout the site. Such improvements should comply with any applicable, adopted streetscape plan and should be incorporated into the core area.

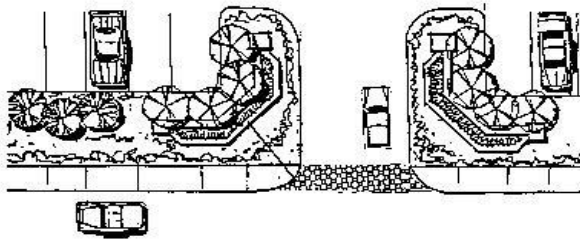
**4. Possible amenities include:**

- a. Walls and planters that can be used for seating.
- b. Seating in a variety of locations such as places which are sunny, sheltered from the rain and wind, or shaded in the summer.
- c. Fountains or sculpture incorporated into small under-utilized areas.
- d. Seating that allows users to observe the activities of the street or enjoy a scenic view.
- e. Plazas and courtyards with fountains, sculpture, mobiles, flower boxes, kiosks, banners, etc.
- f. Street vendor stations where allowed.
- g. Bike racks.

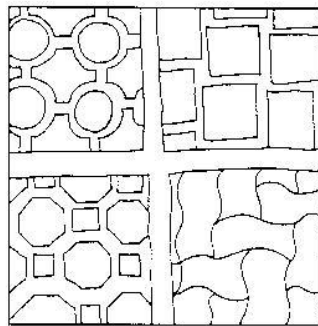
**Staff Response:** Staff Response: Public amenities are now shown in the packet. Plans include a general sense of where amenities are likely to be located, such as near the community flex space and pedestrian promenade. A condition of approval has been added to ensure such amenities are shown in the upcoming submittal. The Board should provide feedback as to what types of amenities need to be provided such as material changes, bollards or other pedestrian scale lighting, seat walls, benches, etc. The Board will need to decide if a second review of this project is warranted, or if the review of public amenities can be done at the staff level with the construction permit application.

5. Add Character and Visual Diversity to Walkways.

- a. Use a change in color and materials such as pavers, brick, stone, and exposed aggregate set in geometric or free form patterns to add interest and variety to walking surface.
- b. Identify street crossings through changes in color, materials, or patterns.
- c. Separate the pedestrian from the street by placing planters, street trees and planter strips, bollards, or similar elements at the street edge of the sidewalk.
- d. Encourage the use of alleys by pedestrians by providing alleys with lighting, plantings, and paving materials in areas of the site where the alley is or may be used as a pedestrian link. (See Figure 5A-4.)



**Pavers can be used to clearly identify pedestrian areas.**



**FIGURE 5A-11**

**Staff Comment:** Plans do not show the changes in pavement materials within pedestrian areas and at intersections. If the Board finds material changes to be appropriate, a condition approval is warranted. Staff has prepared a condition of approval that includes this requirement for the Board's review.

6. On-Site Parking

- a. Avoid placing parking lots on corners because the goal is to have buildings as the dominant feature especially on corner lots.

- b. Off street parking should have access from alleys or from streets at locations that don't conflict with pedestrian circulation in the center park or main street area. (See Figure 5A-3.)

**Staff Comment:** The site is surrounded by three streets, each of which will include a vehicular entry. The entry off of 4<sup>th</sup> Way appears to be serving the food store and rental office but is not required by code. Removal of this parking is encouraged as it would be more consistent with the Master Plan and these design criteria. The Board may recommend the parking area removal through a condition of approval, if warranted.

- c. Minimize the apparent width of parking lots which are located adjacent to the street by minimizing curb cuts and through landscaping and screening. (See 5A-12.)
- d. Limit parking lots on the street frontage to thirty (30) percent of the street frontage of the property. Exceptions may be considered for the grocery store parking lot in an urban village, or community-oriented shopping center. An exempted grocery store parking lot should not face a center park or plaza.
- e. Maintain the building line by screening parking lots which abut the street. Hedges, fences, raised planters, and low walls combined with plantings are possible solutions. However, these cannot obscure vehicular sight lines as a safety requisite. Another solution is to extend the facade of a building with parking located behind it.
- f. Where parking structures or covered parking faces the street at least sixty (60) percent of the parking structure facing the street between two (2) and eight (8) feet above the sidewalk should incorporate at least one of the treatments listed:

- i. transparent windows (with clear or lightly tinted glass) where pedestrian-oriented businesses are located along the facade of the parking structure;
- ii. display windows;
- iii. decorative metal grille work or similar detailing which provides texture and covers the parking structure opening;
- iv. art or architectural treatment such as sculpture, mosaic, glass block, opaque art glass, relief artwork, or similar features; or
- v. vertical trellis or other landscaping or pedestrian plaza area.

**Staff Comment:** These next sections (F and G) are not applicable as the tuck under parking is not facing the street and the project does not include a parking garage.

- g. Vehicle entries to garages should be recessed at least six (6) feet from the primary facade plane in order to minimize their prominence.

#### **On-Site Parking Placement**

**Curb cuts should be minimized as much as possible.**

#### **7. Lighting**

- a. Accent structures, conserve energy and provide visibility and security with lighting.
- b. Use lighting to accent key architectural elements or to emphasize landscape features.

- c. Provide well lighted pedestrian sidewalks and alleys in accordance with Olympia Street Standards.
- d. Locate lighting so as not to have a negative impact on adjacent properties such as shining off site into adjacent buildings.
- e. Decorative streetlights should be placed at regular intervals throughout the development.

**Staff Comment:** Plans show appropriately scaled lighting (Sheet A-304) including decorative lighting around the building. As designed lighting appears to be placed in a way that will not impact adjacent neighbors. Increased lighting in and around the Village Green would help ensure it is inviting in the evening and winter. The applicant should consider a lit paved pathway around the exterior of the green with connections to the adjacent streets to create a more inviting feel to the community area. A condition of approval should be added if lighting in or around the Village Green is determined to be appropriate by the Board.

8. Physical Context

- a. Conform floor elevations to sidewalk grades where possible, except for residential units where first floors may be elevated two to four (2-4) feet above grade to provide privacy. (See Figure 5A-15.)

9. Consolidation

- a. Use common wall side by side development with continuity of facades (as allowed by Table 5.04 side yard setbacks).
- b. Consolidate required parking for several businesses on one (1) parking lot, wherever possible.

**Staff Comment:** Removal of the four-car parking lot off of 4<sup>th</sup> Way would consolidate parking to one lot and should be recommended.

**18.05A.060 Site design –Fences and walls adjacent to pedestrian scale streets**

A. REQUIREMENT: Design the site to minimize the need for fences and walls which inhibit or discourage pedestrian use of sidewalks or paths, isolate neighborhoods, or separate neighborhoods from main roads. Allow exceptions where necessary to reduce noise, provide buffers or create private yards.

B. GUIDELINE:

- 1. Front and side yards which abut a street should be visually open to the street.
- 2. Where a fence, wall or landscaped area separates a sidewalk from a building or one development from another, pedestrian breaks and/or crossings should be placed at regular intervals.

**Staff Comment:** The Board should require pedestrian breaks in the landscaping around the Village Green to promote pedestrian connectivity.

- 3. Where fences or walls are necessary to reduce noise, provide buffers, or create private yards, consider the guidelines below to maintain a pedestrian scale along the street:
  - a. Provide art (mosaic, mural decorative masonry pattern, sculpture, relief, etc.) over a substantial portion of the blank wall surface.

- b. Employ small setbacks, indentations, stepped fence heights, or other means of breaking up the wall or fence surface and height.
- c. Employ different texture, colors, or materials (including landscape materials) to break up the wall's surface.
- d. Provide special lighting, a canopy, awning, horizontal trellis or other pedestrian oriented feature that breaks up the size of the blank wall's surface and adds visual interest.
- e. If fencing is required, repeat the use of facade building materials on fence columns and/or stringers.

**Staff Comment:** Overall, the building is designed without fences and several areas include many of the amenities listed above. The code is satisfied.

#### **18.05A.070 Building design –Commercial and mixed use**

A. REQUIREMENT: Maintain interest at the street level in buildings which abut the street by orienting active uses (such as retail storefront window displays or restaurants) to the street and center park where possible.

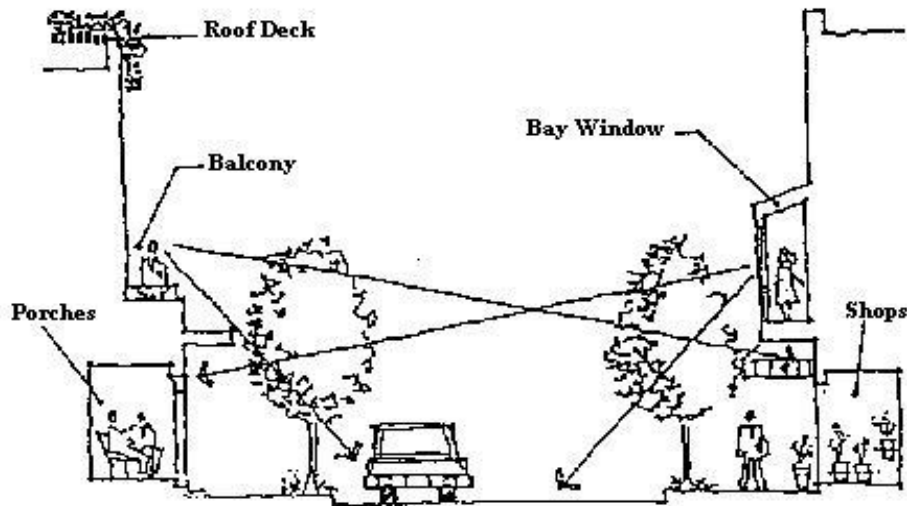
Commercial and mixed-use buildings shall appear to create a pedestrian shopping street with a clearly defined street edge and clearly defined entries. The rear of these buildings shall be designed so that they are approachable from rear yard parking where necessary and are not obtrusive to adjacent neighbors. Buildings shall avoid long, monotonous uninterrupted walls or roof planes. Buildings shall use articulation and/or modulation on all walls that are visible to pedestrians. Buildings occupying corners shall be designed as more dramatic structures to emphasize their prominent locations.

**Staff Comment:** The building orients towards the Village Green, which is the most prominent street frontage and from this perspective the design meets the requirement. The building is also situated at the intersection of 4<sup>th</sup> Way and Sandalwood Drive which is required to comply with this section. Far less emphasis has been placed on this corner of the building than other locations in the design packet. Sheet A-302 shows the East Elevation, which provides some context to how the building will appear from this intersection. Staff encourages the Board to evaluate the prominence of the building at this intersection and consider how the building might be modified to present a more approachable pedestrian emphasis.

#### **B. GUIDELINE:**

1. Building materials and colors may include any of the following:
  - a. Masonry, wood, stucco, concrete, stone, and tile, each broken into small modules.
  - b. Accent or trim colors are encouraged.





These elements help to create an active street that is human scale and attractive to pedestrians.

FIGURE 5A-19

2. Building elements should employ:

- a. Vertical and horizontal relief in the facade that identifies a bottom, middle and top of the building.
- b. A clearly defined pedestrian entry facing the street.
- c. Window systems grouped together to form larger areas of glass separated by moldings or jambs.
- d. Awnings, canopies, marquees, building overhangs, or similar form of pedestrian weather protection at least four and one half (4 1/2) feet wide provided along at least eighty (80) percent of the frontage of buildings which abut a pedestrian street.

**Staff Comment:** Overall, the building design includes these elements and is well designed. The façade facing Sandalwood Drive represents as more of a side or rear of the building rather than front. Consider if any of these guidelines might be used to help emphasis the façade along this frontage.

3. Building Proportions - Size, Height and Bulk

- a. Use design techniques that minimize the apparent size of the building such as:
  - i. Building setbacks on upper levels,
  - ii. Curved or articulated surfaces,
  - iii. Recessed entries,
  - iv. Roof lines, pitches and shapes,
  - v. Cornices,
  - vi. Bldg. ornamentation,
  - vii. Overhangs & soffits,

- viii. Dormers, balconies and porches that clearly define street facing entries to residential properties,
  - ix. Building fenestration and detailing (store front or multi-paned windows for residential units), and
  - x. Awnings and marquees.
- b. Buildings on corner lots may be designed with additional height and architectural embellishments such as corner towers to emphasize their location. (See Figure 5A-21.)



**Align the bottom edge of awnings, canopies or marquees when appropriate on a group of buildings so that the unity of the store front line is maintained with adjacent buildings.**



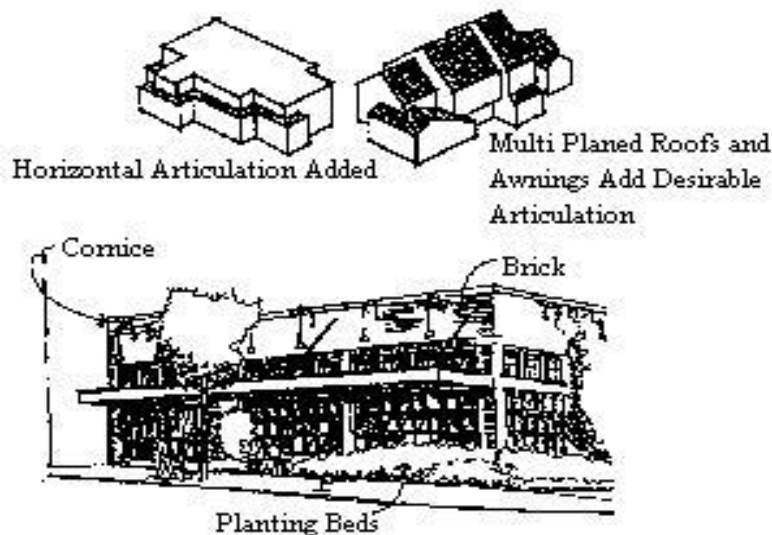
**FIGURE 5A-20**

Corner buildings should be designed as more dramatic structures to emphasize their prominent



Traditional style building with a clearly defined bottom, middle and top.

FIGURE 5A-21



Modern style building with a bottom, middle, and a top cornice detail. Use of a variety of materials helps to add interest to the building facade.

FIGURE 5A-22

#### 4. Exterior Wall Treatments

- a. Provide frequent views and access into interior activities of office and commercial buildings from the street. For example, use a high proportion of clear glass at the street level or have displays or services directly available from the street where appropriate.

**Staff Comment:** This has been achieved on the frontages facing the Village Green, which are more commercial in nature. The more residential frontage facing Sandalwood Drive does not, but as this is not the commercial portion of the development it seems inappropriate to apply the standard.

- b. In mixed use buildings, the difference between ground floor commercial uses and entrances for upper level commercial or apartment uses should be reflected by differences

in facade treatment. Differentiation can be achieved through distinct but compatible exterior materials, signs, awnings and exterior lighting.

c. One or more of the following wall treatments should be required for building faces fronting on a sidewalk. In total, such wall treatments should cover or comprise at least sixty (60) percent of the building face between two (2) and eight (8) feet in elevation above the sidewalk. Except as provided for in (d) (there is not a section d), wall segments without such treatments should not exceed thirty (30) feet in length:

- i. Clear or lightly tinted windows which are transparent when viewed from the sidewalk;
- ii. Ornamental and structural architectural details, a mosaic, decorative masonry or tile, surface texture, relief artwork, sculpture or murals;
- iii. Climbing plants, vines, trees, or other vegetation; or
- iv. A pedestrian area located along the southern, eastern, or western exposure of a building face at a transit stop, intersection corner, or other location identified in an adopted streetscape plan may substitute for the wall treatments listed above.

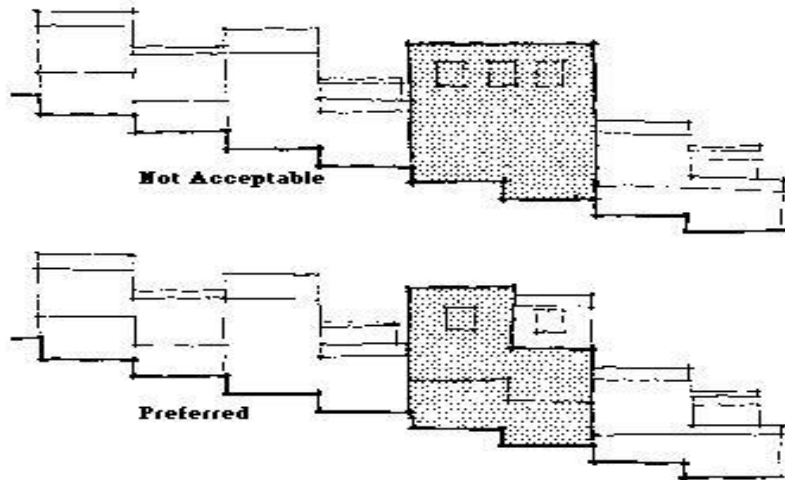
**Staff Comment:** While this is a mixed-use building, the amount of commercial space is less than 1,000sf and the building is predominantly a residential building. This makes the 60% transparency guideline somewhat impractical for the bulk of the building. As it is a guideline, and not a requirement the Board can find that it is not applicable to the bulk of this project.

#### **18.05A.080 Building design –Creation of human scale**

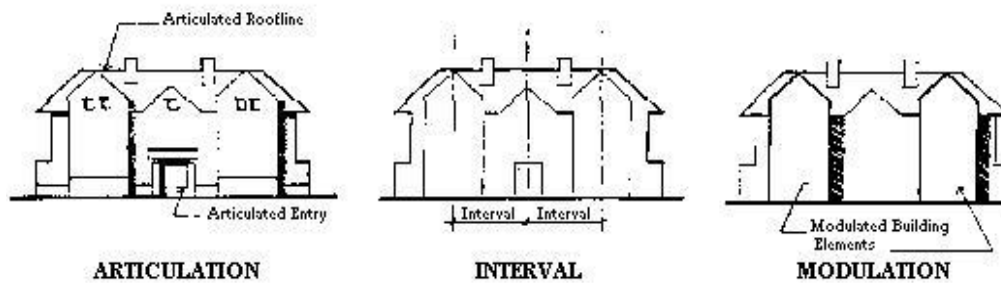
A. REQUIREMENT: Use design elements that result in buildings with a perceived size that maintains a human scale street that is comfortable for pedestrians and attractive to them. See Figure 5A-43 and Figure 5A-44. These techniques are also useful when commercial buildings abut residential development.

B. GUIDELINE:

1. Use rooflines to maintain apparent scale and reinforce or create architectural character on a street.
2. Use architectural features such as cornices or other details that lower the apparent height.
3. Use modulation (stepping back and stepping forward) and articulation on building facades to reduce the bulk of buildings. (Figure 5A-24) Articulation methods include:
  - a. Broken rooflines
  - b. Building elements such as balconies, chimneys, porches or other entry details, and landscaping.
4. Place display windows and retail shops at the street level around the exterior of larger buildings.



This building is articulated into intervals. Articulation methods include modulation, broken rooflines, buildings elements (chimneys, entries, etc.) and landscaping.



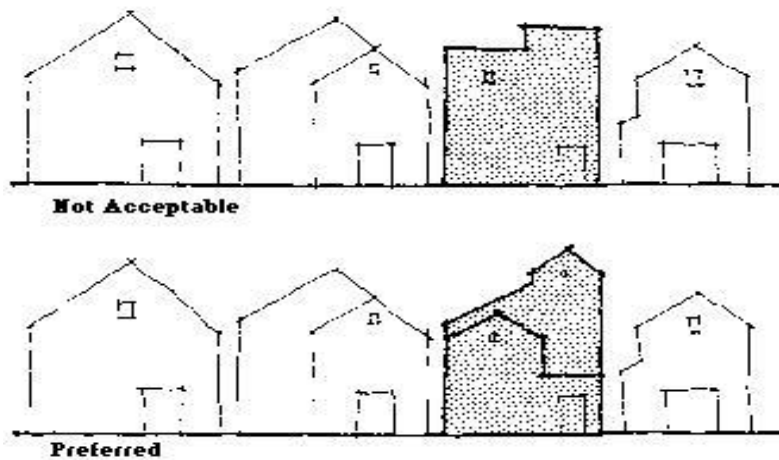
**Definitions:** Articulation is the giving of emphasis to architectural elements (like windows, balconies, entries, etc.) that create a complementary pattern or rhythm, dividing large buildings into smaller identifiable pieces.

An interval is the measure of articulation - the distance before architectural elements repeat.

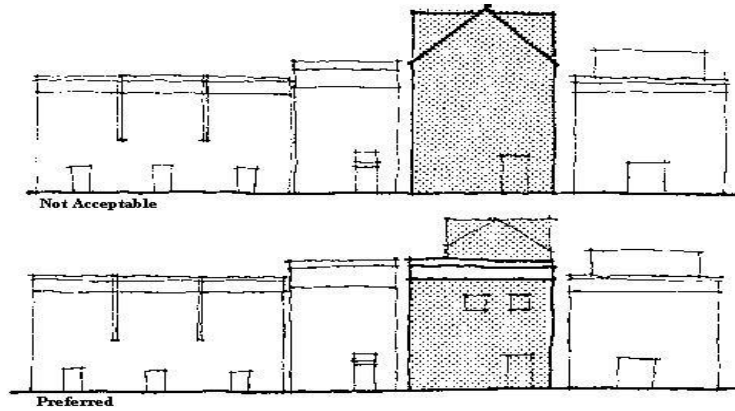
Modulation is a measured and proportioned inflexion or setback in a building's face.

Together articulation, modulation and their interval create a sense of scale important to residential buildings.

FIGURE 5A-24

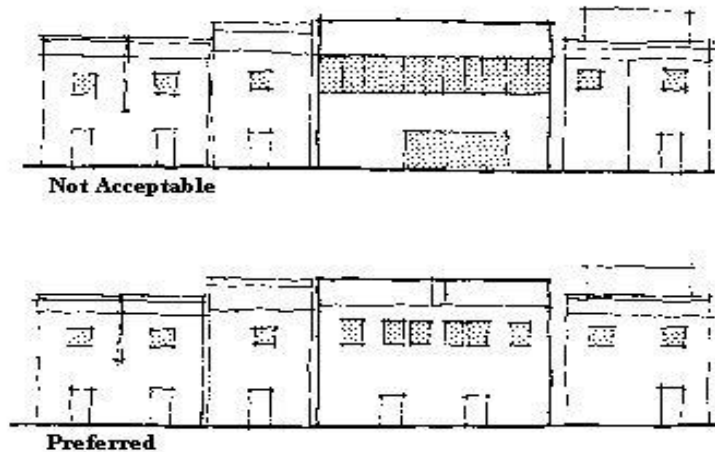


Rooflines can reinforce the architectural character of a street.



Architectural features like cornices can relate to adjacent buildings, lowering the apparent, conflicting height of a building.

FIGURE 5A-25



Sometimes an area has a number of buildings that feature a distinctive architectural concept or style. In these cases, using that organizational concept can achieve compatibility at a deeper level.

FIGURE 5A-26

**Staff Comment:** The proposal complies with the requirement. It appears significant effort has been made to use existing topography to help reduce scale of the building. Roof forms and modulation are appropriate.

#### 18.05A.090 Building design –Building wall finishes for standalone and corner site buildings

A. REQUIREMENT: Ensure buildings have consistent visual identity from all sides visible to the general public.

B. GUIDELINE:

1. Continue exterior materials, architectural detailing, and color scheme around all sides of the building visible to the general public.

- a. Avoid having building fronts or backs which do not look related to the remainder of the building where more than one wall plane can be viewed at the same time.



**FIGURE 5A-27**

**Staff Comment:** The building maintains a consistent look throughout. Adding some of the pedestrian amenities shown along the Village Green to the Sandalwood Drive street frontage would likely help enhance the pedestrian environment along that frontage. This could include trellis features, balconies, windows, modulation, vegetation etc. A condition of approval has been provided for the Board's consideration.

**18.05A.100 Landscape design for villages, commercial and mixed-use areas**

- A. REQUIREMENT: Treat plantings and other landscape elements as enhancements to the more dominant built environment. Street trees shall be planted along each side of all streets.
- B. GUIDELINE:
1. Employ any of the following planting techniques for landscape design:
    - a. Small planting areas with flowering shrubs.
    - b. Trimmed hedges, window boxes, hanging flower baskets.
    - c. Use of shrubs or vines trained to grow upright on wires or trellises (espaliers) next to blank walls with narrow planting areas.
    - d. Isolated trees installed in pavement cutouts.
    - e. Street trees should be massed at critical points such as at focal points along a curve in a roadway.
    - f. Low maintenance, low chemical dependent drought-tolerant plant materials should be used.
    - g. Repeat similar tree and shrub types to coordinate old and new phases of development and provide visual continuity.
    - h. Limit varieties of plant types, use shrubs in multiples of similar types, and avoid a haphazard mixture of textures, colors and plant types.



- i. Include a well landscaped surface stormwater treatment area in the landscape design where surface stormwater treatment is provided.
- j. Retain natural greenbelt vegetation that contributes to greenbelt preservation.
- k. The owner should provide regular maintenance to ensure that plant materials are kept healthy and that dead or dying plant materials are replaced (see Landscaping and Screening Chapter of the Olympia Unified Development Code 18.36).
- l. Landscape open areas created by building modulation.
- m. Incorporate upper story planter boxes or roof plants into facades that can be seen by pedestrians.
- n. Emphasize entries with special planting in conjunction with decorative paving and/or lighting.

**Staff Comment:** Plants are appropriate and suitable for the project and climate. Staff encourages the Board to consider amenities that could be placed within some of the planting areas especially within the Village Green that would help emphasize the Master Plan's vision of allowing all members of the community to sit and read or watch kids playing in the field. Consider providing pedestrian amenities in and around the Village Green, especially along the edges where landscaping is proposed such as seating walls, tables, benches etc.

#### **18.05A.110 Landscape design –Screening**

A. REQUIREMENT: Use landscaping to help define, break up and screen parking areas. Landscaping shall provide a separation between incompatible land uses or activities (such as a parking lot next to the bedrooms of a residential structure). Landscaping shall provide a physical or visual barrier for service areas, mechanical equipment, loading docks or similar areas.

**Staff Comment:** Project is consistent with the requirement.

#### **B. GUIDELINE:**

1. Canopy trees (able to spread and shade) should be added to parking areas - there should be no more than six (6) parking spaces in a row without a landscape peninsula within the parking area having a two (2) inch caliper tree, shrubs, and ground covers.
2. Wheel stops, curbs, or walkways should be used to protect landscaping from being run over by vehicles in the parking lot.
3. Screening can be provided by hedges, densely planted shrubs, evergreen trees, or combinations of these.
4. Screen parking from the street with low walls or fencing that maintain building facades, but also maintain vehicular sight lines at the corners and security for customers.
5. If fencing is required, repeat the use of facade building materials on fence columns and/or stringers.
6. Berms, walls and fences are encouraged in combination with trees, shrubs and vines to screen parking lots.
7. Raised planter boxes of concrete, stone, wood, brick or other compatible materials can provide useful separation and screening.



8. Locate appropriate landscape materials near building walls or service areas where screening is needed. Large planters may be used as alternative solutions.
9. Planters may be placed at the end of bays, on the interior or between rows of parking stalls, providing linear strips for plantings. Use of compact parking spaces as allowed provides some flexibility in design.
10. Unrelieved blank walls with narrow planting areas can be softened with espaliered shrubs or vines.

#### **18.05A.120 Landscape design –Existing trees**

A. REQUIREMENT: Healthy existing trees, that are appropriate to the site at their mature size, shall be incorporated into the landscaping whenever possible where they are unique because of size, species, historical association or other factors and are appropriate to the site at their mature size.

B. GUIDELINE:

1. Retain healthy mature trees where possible. (See also the Olympia Tree Protection and Replacement Chapter OMC [16.60](#)).
2. Design the site to preserve unique specimens.
3. Minimize site alteration, soil disturbance, and compaction within the drip line of existing trees.
4. Provide a tree well or other form of protection where the surrounding grade must be raised.
5. Fence around drip line during construction.
6. Incorporate the tree plan into the landscape plan.

**Staff Comment:** These are requirements in the Municipal Code related to urban forestry. Compliance will occur.

Master Plan Design Compliance Checklist:  
Prepared by Nicole Floyd for the 1/14/2021 DRB Meeting

This checklist addresses the criteria within the Woodbury Crossing Master Plan and accompanying Design Review Criteria. This represents only a small portion of the Master Plan. These are the sections that directly apply to this site and its design. This project is unique as it is the last project to develop in the Woodbury Crossing Neighborhood Village. To aid in the Board's review, staff has provided notes, which are shown in blue. Staff notes should be used as helpful guidance regarding Master Plan compliance.

Master Plan Overall Design:

Staff Comment: The image to the ~~right-right~~ shows the Village Commons as initially designed with two small commercial buildings and a large Village Green. When the plan was adopted, the approval included a condition that this site must be revised to include residential development and a food store. Additionally, the site has been reduced in size by approximately half an acre to accommodate a Tree Tract.

The applicant has prepared a project that includes 17 residential units and a 576sf food store. The buildings proposed are larger and the Village Green smaller. A direct replication of this image is not required, rather the image is intended to provide a sense of what could be constructed.

This Design Review will require the Board to evaluate the project for the overall consistency with the Master Plan, but the project is not required to match the illustrative images perfectly.



## A. The Commons

The Commons is focused on the Woodbury Crossing Street / 4th Way SW intersection where paving and trees are arranged in a circular motif to provide a sense of arrival. The Tower Court buildings, trees, and paving pattern are angled to face the intersection with a broad path connecting the Court to the intersection.

The plaza surrounding the Tower Court buildings is envisioned as a gathering place for neighborhood residents. The limits of the plaza would be defined by special hardscape extending from the buildings to the grassy village green, as well as to and from the parking lot. Pedestrian furniture such as fixed benches, sitting ledges, bicycle parking, and planter boxes are envisioned to occupy the space. Small plantings beds would surround the plaza to provide a soft buffer between the hardscape and the village green.

The tower element within the plaza is envisioned to be the defining feature of Woodbury Crossing. The tower element would reflect the vision of the development as an expression of West Olympia's small college town character. To this end, the buildings and tower within Tower Court are envisioned to provide the sense of arrival as one might feel arriving at a college town train station.

The open space at The Commons is envisioned to provide a variety of outdoor activities. Residents can gather at Tower Court to sit and enjoy food and beverages while overlooking the open grassy field to the south where other residents relax in the sun, throw a Frisbee, and fly a kite. To the east along Whitter Drive SW and behind the colonnade trellis, a grove of trees provides a quiet area of shade, bench seating, and picnic tables. To the west across Woodbury Crossing Drive SW, a playground and pea patch provide recreation areas for children and gardeners. All areas are all safely linked with special paving on the streets and within the green areas.

A trellis is envisioned to extending from the Tower Court plaza into the village green as a soft architectural connection between the active grassy village green and the wooden grove. The trellis would be compatible with the design of the tower and the natural environment.

The grassy area of The Commons is a multi-purpose area for public activities. The grove to the west is a refuge area, providing shade and benches for onlookers. The open space west of Woodbury Crossing Street is a playground for children and a reserve area for a future pea patch or another use selected by the homeowners.





Staff Response: Given the loss of more than half an acre due to the Tree Tract, and the increased building size the number of design feature that remain consistent with the vision of more than 15 years ago is noteworthy. The Village Green has been reduced in size, but maintains the overall intent of allowing for a variety of outdoor activities. The trellis and clock tower are prominent features, and commercial/community uses are oriented towards the Village Green.

The plans do not provide for the various pedestrian amenities listed above such as benches in quiet shaded areas surrounding the green, fixed benches, planter boxes etc. Nor is the design of the green particularly welcoming as there is only one pedestrian entry along the accessory parking area. Additionally, staff is concerned that the ancillary parking area conflicts with the overall sense of a dedicated pedestrian oriented space.

#### **Master Plan Design Criteria:**

The purpose of this document is to ensure that the unique characteristics of the Woodbury Crossing Master Plan will continue throughout the life of the community. To this end, this document provides requirements and guidelines specific to the Woodbury Crossing Neighborhood Village. These requirements and guidelines are supplementary to and do not supersede the requirements of the City of Olympia Municipal Code (OMC) 18.05A.

#### ***Section 1.02 General Architectural Design Guidelines***

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- (a) **REQUIREMENT:** Architecture in Woodbury Crossing shall promote a diverse pedestrian oriented community with an integrating traditional architectural theme. Emphasis is placed on building orientation, porches, strong entry features, walkways, and, where applicable, alley loaded garages (See Plate I).

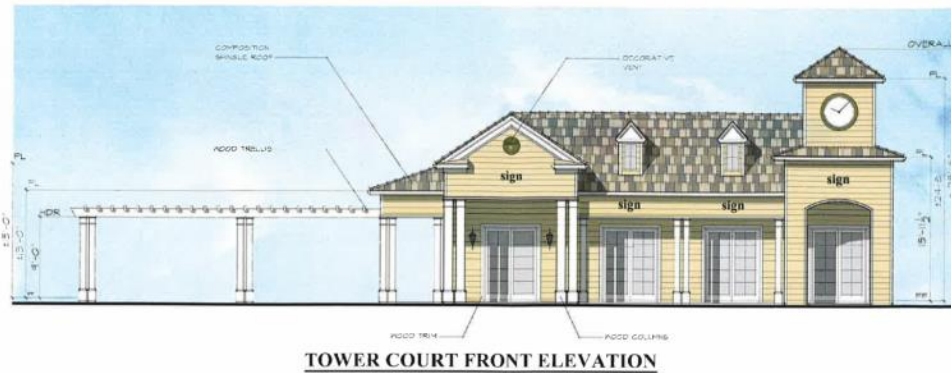
Staff Response: The proposal is generally consistent with the requirement. Emphasis has been placed on building orientation towards the Village Green, however the accessory parking lot serving four cars seems inconsistent with the intent to promote pedestrian orientation. As the project exceeds parking

- (i) A tower element shall be integrated, and architecturally compatible with, the design of the Tower Court area.
- (ii) An outdoor trellis structure shall be integrated into, and architecturally compatible with, the design of the Tower Court area.
- (iii) Building massing variation shall be achieved by varying roof lines including clerestory elements, front gable roof elements, dormers, tower element and one-story wrap-around porches.
- (iv) The design shall include pedestrian-friendly storefronts with clear glass windows and doors and very few blank walls.
- (v) Defined public outdoor spaces including outdoor patios, plazas, and covered walkways in front of the stores shall be provided.
- (vi) Strong traditional architectural elements, such as dominant gable roofs, gable pediments, dormer windows, trims and window shutters, shall be included.
- (vii) The design shall include full-wrapped horizontal siding, composition shingle roof with 7:12 roof pitch, and pedestrian-friendly signage.

requirements, the additional parking lot should be removed and replaced with the enhancements to the Village Green as shown in illustrative imagery from the Master Plan.

### ***Section 1.09 Tower Court Architecture***

- (a) **REQUIREMENT:** Tower Court buildings shall be mixed use and pedestrian oriented in order to maintain the small town character of the village (see Plate VIII).



### **THE TOWER COURT AT THE COMMONS**

Staff Response: Although the proposed building is significantly larger and different from the initially conceived buildings on this site, the proposal is consistent with the requirement to be mixed use and to promote a primary pedestrian façade. Generally the design guideline elements are provided. ~~s-listed are provided for.~~