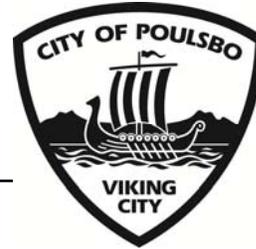


# Poulsbo Planning Department

## Design Review

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07/2014

### What is Design Review?

Commercial projects are subject to the design standards contained within PMC 18.60.040. Additional standards apply to commercial projects within the Downtown Core, pursuant to PMC 18.24.070(B). Projects that require design review will be presented to the City's Design Review Board (DRB). The DRB makes a recommendation for approval/approval with modification/denial to the Review Authority for the project. Design review is typically a component of a project. It is a Type I process pursuant to PMC Title 19.

### When is Design Review required?

Design review is required for all proposals which require site plan review, minor site plan review, or building permit when the proposal affects any exterior façade on any structure or building within the Commercial or Downtown Core zoning districts. Minor exterior façade modifications consistent with the structure's exterior design and which require a building permit (i.e., replacing/creating doorways or windows) may be approved administratively by the Planning Director.

### What are the design guidelines for Commercial zoning districts?

There are four main areas of design standards, which are described in this section and can be found in PMC 18.60.040:

#### 1. Building Design Standards

##### *Articulated Mass & Bulk*

- Offsets to facades and multi-planed roof design shall be provided to add interest to the building

and to emphasize entries.

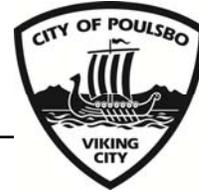
- Design shall incorporate wall insets, canopies, awnings, wing walls, trellises, or other features which diminish or eliminate large, blank walls.
- Windows shall be enhanced by trim, awnings, or other articulation.

##### *Roof Design*

- Roofing materials and colors shall be muted or deep earth colors and non-glaring.
- Rooftop mechanicals shall be screened and architecturally integrated with the main structure.

#### 2. Color & Materials

- Bright, high-contrast color schemes shall be avoided on buildings except as small accents.
- The main color of the exterior walls shall be limited to subtle colors (i.e., soft white or sand) or deep rich earth colors (i.e., terra cotta or forest green).
- Trim and detailing (fascia, windows, doors, trims, molding, etc.) color may contrast or complement the main color but shall not be bright or bold. Trim may be lighter or darker shades of the main exterior color or may be soft white.
- Accents or graphics may be brighter than main or trim colors and shall be limited to 15% of the façade area, excluding glass. Bright, high-contrast color banding is limited to maximum four inches in width.
- Awnings must be opaque, muted, or darker, non-glaring colors.



### 3. Compatibility

- The development shall be designed and oriented on the site to be compatible with existing land uses and adjacent structures and with its surroundings.
- Elements influencing compatibility include size; mass and scale; color and materials; building and wall articulation; intensity of adjacent uses; and the relationship to adjacent sites and/or streetscapes.

### 4. Corporate Franchise Design

- Projects which propose corporate franchise design shall be reviewed for compatibility with adjacent sites and the design standards contained in the PMC.

### Are there special design standards for the Downtown Core?

The regulations for the Downtown Core District (DC) are meant to maintain the character of the downtown and to encourage the use or preservation of Scandinavian design features as practical.

- Existing buildings not adjacent to the sidewalk are encouraged to create pedestrian squares or seating areas with the space between the sidewalk and the building façade.
- New commercial buildings shall be placed adjacent to the front property line or sidewalk in order to maintain the existing style of downtown, except where a courtyard or square is provided.
- Increased front yard setbacks are allowed at the ground level on Front Street if the area is designed as a pedestrian courtyard or square.
- Storefront construction is required to be a minimum of 60% transparency with a maximum of 85% transparency.
- Any building located at a corner intersection shall

be considered to have a storefront on each adjacent street.

- Awnings, trellises, permanent building canopies, and other structures which do not restrict pedestrian or vehicular movement may project into the front right-of-way.
- The minimum height above the sidewalk of a canopy or sign hung over a pedestrian walkway shall be 8 feet.
- New projects or significant rehabilitation projects are required to provide streetscape improvements similar to those currently in place on Front Street (e.g., enhanced sidewalk paving, parking pockets, landscaping). The Planning Director and the City Engineer must approve of the improvements.
- To the extent feasible, parking lots/structures should be located to the rear of buildings.
- Parking lots/structures shall not be located between the primary building and the front property line.
- Vehicular entry points to parking lots shall receive special paving accents where the drive crosses a public sidewalk or walkway.

### Where can I get additional information?

- PMC 18.60.040—Commercial development design standards.
- PMC 18.24.070(B) —Downtown Core District standards
- Applications are available online: <http://www.cityofpoulsbo.com/planning/applications.asp>
- Contact the Poulsbo Planning Department by phone, e-mail, or in person.