AGENDA

Schedule
Code Audit Preliminary Findings
Internal Operations Manual
Design Guideline Framework

Discussion
Meeting Schedule

- **Design Review Program**
  - June 19, 2019
- **Design Guideline Framework**
  - August 7, 2019
- **Project Update**
  - September 18, 2019

**Planning Commission**

- Technical Advisory Committee
- City Council (IPS)

We are here
# City of Tacoma Urban Design Studio / Schedule

## PHASE I: INITIAL FINDINGS + RECOMMENDATIONS

<table>
<thead>
<tr>
<th>Quarter</th>
<th>2019 Q1</th>
<th>2019 Q2</th>
<th>2019 Q3</th>
<th>2019 Q4</th>
<th>2020 Q1</th>
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<td>Month</td>
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<td>MARCH</td>
<td>APRIL</td>
<td>MAY</td>
<td>JUNE</td>
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### Work Sessions & Meetings

- **PHASE I: PROJECT KICK-OFF**
  - **Kick-off Mtg.**
  - **Communications Plan, Code Audit Review Priority Project June 12**
  - **Planning Commission Update April 3**
  - **City Council Briefing June 19**

- **PHASE II: INITIAL FINDINGS + DRAFT RECOMMENDATIONS**
  - **PAG Session #1**
  - **TAC Session #1**
  - **Code Audit, Program Objectives Aug 8**
  - **Planning Commission Update Aug 7**

- **PHASE III: ACTION PLAN**
  - **PAG Session #2**
  - **TAC Session #2**
  - **Planning Commission Update Sept 10**
  - **City Council Briefing Sept 18**
  - **Draft Design Manual / Guidelines Sept 17**
  - **PAG Session #3**
  - **TAC Session #3**

## PHASE II: ACTION PLAN

- **DRAFT Interim Considerations Summary**
  - Code Audit + Recommendations
  - Program + Operations Manual
  - Design Guidelines Framework

- **FINAL Interim Considerations Summary**

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Project Advisory Group Meeting | 09/17/2019
CODE AUDIT

Status Report
September 17th, 2019
CODE AUDIT FINDINGS

Basis for Recommendations:

• Touring potential design review areas
• Discussion of existing regulations with staff, stakeholders
• Consultant review of Title 13 Land Use Regulatory Code
• Best practice, experience in other communities

These are Consultant recommendations, and do not yet represent proposed City actions.
CODE AUDIT FINDINGS

Organization of Recommendations:
• Site Standards
• Building Design Standards
• Development Review
• Document Design

Ranking the Proposed Amendments:
• High - amend the code as soon as possible
• Moderate - important concept, could amend after adoption of Design Guidelines
High Importance Recommendations:

- Site Plan/Subdivision Parity
- Blocks, Internal Streets
- Single-Family Transitions
- Windows/Doors
- Alternative Compliance

These recommendations should be drafted and incorporated into Title 13 prior to implementation of the Design Guidelines.
CODE AUDIT FINDINGS

High Importance Recommendations:
• Site Plan/Subdivision Parity
CODE AUDIT FINDINGS

High Importance Recommendations:

• Blocks, Internal Streets
CODE AUDIT FINDINGS

**High Importance Recommendations:**

- Single-Family Transitions
High Importance Recommendations:

• Windows/Doors
High Importance Recommendations:

- Alternative Compliance

### D. Administrative Alternate Findings

The Planning and Development Officer may, in accordance with Sec. 10.2.17, approve additional blank wall, subject to all of the following findings:

1. The approved alternate meets the intent of the blank wall area regulations;
2. The approved alternate conforms with the Comprehensive Plan and adopted City plans;
3. The increase in blank wall area is offset by additional architectural treatments and increased vertical landscaping;
4. The Administrative Alternate for blank wall area does not eliminate the requirement to meet applicable transparency standards.

### E. Blank Foundation Walls

1. **General**
   - Any section of foundation wall located within 55 feet of the public right-of-way and exposed more than 4 feet above grade must apply one of the following treatments to at least 75% of the length of the blank foundation wall section.
   
   - The following blank foundation wall treatments may be used individually or combined on otherwise blank foundation walls.
   
   - The following blank foundation wall treatments may be applied to disconnected sections or contiguous sections of blank foundation wall, but must be applied to at least 75% of the length of the blank foundation wall section.
   
   - Vegetation planting must meet the requirements in the following table and also comply with Sec. 7.2.7. Design and Installation.

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<tr>
<th>Treatment</th>
<th>Application</th>
<th>Coverage</th>
<th>Height</th>
<th>Min. Depth</th>
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<tr>
<td>Foundation Planting</td>
<td>75% of length</td>
<td>2' max</td>
<td>4' max</td>
<td></td>
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<tr>
<td>Planter</td>
<td>75% of length</td>
<td>2' max</td>
<td>4' max</td>
<td></td>
</tr>
<tr>
<td>Green Wall</td>
<td>75% of length</td>
<td>4' max</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Access</td>
<td>75% of length</td>
<td>6' max</td>
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2. **Foundation Planting**

   A 3’ tall shrub planted at a rate of 3 shrubs per 10 feet of otherwise blank foundation wall.

3. **Planter**

   A planter of not more than 4 feet in height above the sidewalk that reveals a maximum of 2 feet of foundation wall.

4. **Green Wall**

   A structure permanently attached to the applicable wall and at least 75% covered in vegetation. Includes both systems providing support for climbing plants and systems supporting vegetation with its own growing medium.

5. **Access**

   Stairs or ramps providing access to a street-facing entrance. Must be no more than 4 feet in height above the sidewalk.
CODE AUDIT FINDINGS

Moderate Importance Recommendations:

• Open Space
• Building Placement, Orientation
• Drive-Through/Stacking
• Parking as a Principal Use
• Service Areas
• Tree Canopy Cover
• Windows, Doors, Roofs, Facade Variation
• Street-Level Interest
• Rainy City Design

These recommendations should be drafted and incorporated into Title 13 in the near future, but it is acceptable for them to follow the adoption of the Design Guidelines.
ARTICLE 6. URBAN  |   Sec. 6.2 Building Types
C. Floor Height

A building type containing one principal dwelling unit typically located on a single lot with private yards on all four sides.

B5 From rear lot line (min) 30’ 30’ 20’ 20’ 15’

B4 Sum of side setbacks (min) 20’ 20’ 15’ 10’ 10’

A. Lot Dimensions

C4 From alley (min) n/a n/a 4’ or 20’ 4’ or 20’ 4’ or 20’

C3 From rear lot line (min) 5’ 5’ 5’ 5’ 5’

C2 From side street (min) 20’ 20’ 20’ 20’ 20’

C1 From primary street (min) 50’ 50’ 50’ 50’ 50’

C. Accessory Structure Setbacks

B3 From side lot line (min) 10’ 10’ 5’ 5’ 5’

B2 From side street (min) 20’ 20’ 20’ 20’ 20’

B1 From primary street (min) 20’ 20’ 10’ 10’ 10’

B. Principal Building Setbacks

A1 Area (min) 20,000 sf 10,000 sf 6,000 sf 4,000 sf 3,000 sf

2. The following accessory structures may exceed the established height limits, except when located within an Airport Overlay District, provided they do not exceed the maximum building height by more than 12 feet:
   a. Amateur communications tower;
   b. Cooling tower;
   c. Elevator penthouse or bulkhead;
   d. Greenhouse;
   e. Mechanical equipment;
   f. Skylights;
   g. Sustainable energy systems.

3. At least 80% of each upper story must meet the minimum upper story height measured inward from the street facing facade. At least 50% of the ground above.

1. The maximum height limits of the district do not apply to spires, belfries, tanks/towers or other similar structures which, by design or function, must exceed the maximum building height by more than 12 feet, do not occupy the edge of the roof:
   a. Parapet wall, limited to a height of four feet;
   b. Deck, patio, shade structure;
   c. Flagpole;
   d. Greenhouse;
   e. Mechanical equipment;
   f. Skylights;
   g. Stairway access to roof; and
   h. Sustainble energy systems.
DISCUSSION . . .

Code Audit Recommendations:

- Design Standards - any missing?
- Design Standards - priorities OK?
- Development Review - other ideas?
Status Report
September 17th, 2019
The Operations Manual…A Reminder:

• For Internal Program Management

• Sets a Vision and Goals

• Outlines Organizational Structure

• Describes Resources Needed

• Provides a Time Line for Implementation

• Draws Upon Research from Current Trends in the City & Peer Communities
Urban Design Review Areas of Application:

- Neighborhood Mixed-Use Centers
- Downtown District
- Pedestrian Corridors
Revisions in Response to Comments:

Clarified the 3 Categories of Design Management:

1. **Base Code Only**
   - For projects below thresholds

2. **Base Code with Staff Approval**
   - For most projects above thresholds

3. **Base Code with DRB Approval**
   - For more complicated projects, appeals & referrals
Revisions in Response to Comments:

Broadened DRB Membership Description
- Includes Professionals Working in the City
- Emphasizes Need for Design Experience

Updated Appeals & Enforcement Recommendations
- Hearings Examiner for Appeals (similar to other reviews)
- Compliance Office for Enforcement (recommended new position)

Updated The Calculations Of Potential Work Loads
Response to Comments:

- Included Other Departments in Training
- Updated Review Steps to Synchronize with Other Permitting
- Updated Calculations of Potential Work Loads
Design Review Steps for Tacoma:

1. Preliminary Consultation
   - Preliminary consultation is voluntary, but recommended. No formal submittal materials are required.

2. Concept Review
   - Concept review approval is required in order to submit for final review. Concept review will address siting, massing, etc. This is equivalent to Concept Design in architecture.

3. Final Review
   - Final review is required. It focuses on the remaining aspects of design and any revisions to variables addressed in concept review. This is equivalent to the Design Development stage.

4. CD Check
   - Urban Design staff will review construction documents for consistency with the approved Final Review documents along with any conditions applied at that stage.

5. Permit Issued
   - Applicant may submit for building permit and approvals from other agencies.

6. Compliance Check
   - Urban design staff and the (proposed) Compliance Officer review the project during construction for compliance.
Coordinated Review Steps for Tacoma:

1. Programming
2. Concept Design
3. Design Development
4. Construction Documents
5. Building Permit
6. Construction Observation

Entitlement (CUP) track:
1. Programming & Code Review
2. Concept Plan
3. CUP Application
4. CUP Issued
5. Permit Issued
6. Compliance check
Considering Thresholds for Review

- Collected a Sampling of Building Sizes with 5,000 sf & 10,000 sf Thresholds.

- Helps in Understanding Which Projects Would Have Base Code Requirements Only.
Staff Work Load Projections:

• Increased Percentage of Projects Reviewed by Staff

• Increased Hours for Staff Assisting on Other Urban Design Projects in the City
### Projecting Total Staff Work Hours - All Tasks

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<th>UNIT</th>
<th>FREQUENCY/ YEAR</th>
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<td>2905.76</td>
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- Outreach: 9%
- Design Review: 48%
- Tools Development: 14%
- Technical Assistance: 12%
- General Administration: 17%

1 FTE ANNUAL HOURS: 1920
TOTAL FTE PROFESSIONALS: 1.51
Projecting Board Meeting Length

**Meets 2 times a month**
- 22 times per year

**Hearing agenda items only: 2.0 hours**
- Concept review
- Final review
- Excludes general business items

**Average meeting length: 2.5 hours**
- With general business of 0.5 hours
TACOMA COMPREHENSIVE PLAN

7 Main Community Design Themes

• Create compact mixed-use centers
• Enhance neighborhood quality & promote compatible development
• Design for pedestrians and bicycle access
• Protect environmental resources
• Provide for a variety of open spaces
• Preserve historic resources
• Promote innovative development on large sites
DRAFT TACOMA URBAN DESIGN PRINCIPLES

• Connectivity
• Engaging Design
• Healthy Community
• Sustainable Design
• Cultural Heritage
• Adaptability
• Sense of Place
• Creativity
• Variety
• Accessibility
GUIDELINES DOCUMENT STRUCTURE

**Intent**
- Clearly articulates the design intent of the Guideline

**Standards**
- Establishes a baseline for consistent quality of development.
- Governs the urban form to ensure essential health, safety standards are met.
- Prescriptive requirements that are codified and required.

**Guidelines**
- Serves to inform the development of all structures and landscapes, and are a discretionary tool.
- Administered in concert with the City Codes and Development Standards.
- Ensure individual projects meet the design principles established for the three focus areas.
- Addresses both the broader Vision for the City while describing a rationale for higher quality design.
# Draft Table of Contents

## INTRODUCTION

1. **Context + Overview**
   - **1.0** Context + Overview
   - **1.1** Tacoma Comprehensive Plan Policies
     - Vision
     - 7 Main Community Design Themes
     - Universal Design Principles
   - **1.2** Design Guideline Document Structure
   - **1.3** Purpose / Applicability
   - **1.4** Document Structure
   - **1.5** Relationship to Other City Policies
   - **1.6** Interpreting the Design Guidelines

## GUIDELINE DISTRICTS

### 2.0 Neighborhood Mixed-Use Centers
   - **2.1** Proctor
   - **2.2** Sixth Ave
   - **2.3** McKinley
   - **2.4** South Tacoma Way
   - **2.5** Lincoln
   - **2.6** Narrows

### 3.0 Downtown Mixed-Use Centers
   - **3.1** Dome District
   - **3.2** Foss Waterway
   - **3.3** Shoreline Master Program
   - **3.4** Mixed-Use Center: MLK
   - **3.5** Mixed-use Center: Stadium

### 4.0 Pedestrian Corridors
5.0 Overall Development Standards
   - Overview
   - Assumptions

6.0 Context + Site
   - Sustainability and Design
   - Urban Patterns and Form
   - Natural Systems and Site Features
   - Topography
   - Block and Street
   - Building Placement and Orientation
   - Secondary Structures (Accessory DU)

7.0 Public Realm
   - Pedestrian Access and Connections
   - Street Edges and Side Yards
   - Landscape Design
   - Plant and Tree Selection

8.0 Building Typologies
   - Mixed-use Commercial
   - Mixed-use Residential
   - Multi-Family / Townhouse
   - Office
   - Civic, Institutional

Site Furnishings
Integration with Streetscape Design
Transitions to Sensitive Uses
Low Impact Development (LID)
TABLE of CONTENTS (Outline)

11.0 Lighting
- Street Lighting
- Public Area Lighting

12.0 Wayfinding & Signage

13.0 Parking
- Surface Parking
- Structure Parking
- Bicycle Parking
- Drive-Thru Areas

14.0 Utilities and Screening

9.0 Architecture
- Massing and Scale
- Modulation and Facade Articulation
- Building Stepbacks
- Roof Form
- Secondary Architecture Features
  - Entry Design
  - Windows
  - Balconies
- Public-Private Transitions
- Facades
- Historic Resources

10.0 Materials and Color
- Building Facades Materials
- Building Colors and Accents
14.0 Purpose and Intent
Role of the City

15.0 Sustainable Development Framework
Sustainable Transport
Habitat Restoration
Green Infrastructure
Energy and Environmental Design

Glossary of Terms
Urban Design Guidelines Checklist
Chapter C: Urban Design Standards & Guidelines

2.0 Context & Site

2.1 Sustainability and Design
INTENT: The City of Tacoma values diverse, healthy and sustainable neighborhoods and business centers. The following highlights key sustainable design strategies that the City embraces as core community values.

2.2 Urban Pattern and Form
INTENT: Provide for an appropriate building massing and scale consistent with the vision for and in context with existing neighborhoods and uses in the area.

2.3 Natural Systems and Site Features
INTENT: Incorporate natural systems & site features into designs as amenities.

2.4 Topography
INTENT: Design in concert with existing topography such that it is an asset to the community.

2.5 Public Realm
INTENT: Create a variety of vibrant community spaces to enrich the quality of life for all residents and visitors.

2.6 Blocks and Streets
INTENT: Develop a well-connected neighborhood-scale grid of small blocks and narrow streets that accommodate all modes of travel.

2.7 Pedestrian Access and Connections
INTENT: Provide a safe, well-connected and enjoyable environment that includes sidewalks, pathways and alleyways throughout each district and corridor.

2.8 Street Edge and Side Yards and backyards
INTENT: Design all edges of properties as assets such that positive transitions occur with abutting properties and the public realm.

2.9 Building Placement and Orientation
INTENT: Locate buildings and their entries to activate streets and amenity spaces.
THANK YOU