

# **Gig Harbor City Council Meeting**

**November 8, 2004  
7:00 p.m.**



**AGENDA FOR  
GIG HARBOR CITY COUNCIL MEETING**

November 8, 2004 – 7:00 p.m.

**CALL TO ORDER:**

**PLEDGE OF ALLEGIANCE:**

**MUSICAL TRIBUTE IN HONOR OF VETERANS' DAY:** Carl Reneman, PHS Senior singing.

**SPECIAL PRESENTATION:** Emily Fisher, winner of the Gig Harbor Arts Commission Holiday Banner Contest.

**PUBLIC HEARINGS:**

1. 2005 Proposed Budget. 2. Amending Design Manual. 3. Amending Chapters in Title 17.

**CONSENT AGENDA:**

*These consent agenda items are considered routine and may be adopted with one motion as per Gig Harbor Ordinance No. 799.*

1. Approval of the minutes of Council Worksession on the Design Review Manual of October 11, 2004 and City Council Meeting of October 25, 2004.
2. Correspondence / Proclamations: a) Letter from NW Lions Eyeglass Recycling Center  
b) Letter in Support of Eddon Boat Proposition #1.
3. Resolution No. 633 Amending Civic Center Facilities Use Rules.
4. Sewage Pump Station 2A Replacement Project Redesign Contract – Amendment No. 1.
5. Liquor License Applications – Target; Cigarland.
6. Approval of Payment of Bills for November 8, 2004:  
Checks #45457 through #45564 in the amount of \$218,162.25.
7. Approval of Payroll for the month of October:  
Checks #3476 through #3512 and direct deposits in the amount of \$251,000.23.

**OLD BUSINESS:**

1. Second Reading of Ordinance – 2004 Property Tax Levy.
2. Second Reading of Ordinance – Amending Design Manual.
3. Second Reading of Ordinance – Amending Chapters in Title 17.
4. Pierce County 2005 Comprehensive Plan Amendments.

**NEW BUSINESS:**

1. First Reading of Ordinance – 2005 Proposed Budget.
2. First Reading of Ordinance – Amendment to the Planned Community Development Residential Medium Density (PCD-RMD) Zone Performance Standards.
3. First Reading of Ordinance – Clarifying Maximum House Size for Building Moratorium.

**STAFF REPORT:**

1. Steve Osguthorpe, Planning/Building Manager – Appointment of a Design Review Procedures Committee.
2. Chief Davis - GHPD October Stats.

**PUBLIC COMMENT:**

**COUNCIL COMMENTS / MAYOR'S REPORT:**

**ANNOUNCEMENT OF OTHER MEETINGS:**

**EXECUTIVE SESSION:** For the purpose of discussing property acquisition per RCW 42.30.110(1)(b).

**ADJOURN:**

**GIG HARBOR CITY COUNCIL  
DESIGN REVIEW MANUAL WORKSESSION**

October 18, 2004, 6:00 p.m. – Civic Center Community Rooms

**PRESENT:**

Councilmembers: Steve Ekberg, Derek Young, Paul Conan, Jim Franich, John Picinich and Frank Ruffo. Mayor Wilbert presided over the meeting.

Staff: Mark Hoppen, John Vodopich, Steve Osguthorpe, and Molly Towslee.

Mayor Wilbert opened the work-study session at 6:07. Councilmembers reviewed several pieces of correspondence that had been submitted. Steve Osguthorpe, Planning Manager, gave an overview of the agenda, and the Mayor recommended beginning with the request from the school district, as the representative was present.

**3.1.01(4) Measurement of building height.**

Steve Osguthorpe explained that the school district is proposing an amendment to the P-I district designation to exclude schools from the limited building height requirement.

Mr. Kattermann, AHBL, explained that the additional height would allow the school to build a gymnasium and fine arts addition that would match the other buildings at the Harbor Ridge Middle School site.

Councilmembers and staff discussed this amendment and whether it was appropriate to amend all P-I districts, or to address this site through other means to allow the additional height.

Wade Perrow said that he owns the property behind the school, which is located in the view basin. He said that he strongly opposes the amendment, which he said would jeopardize his property.

Councilmember Ruffo asked what Mr. Perrow thought Council should do. Mr. Perrow said that it should be handled as a Conditional Use. He stressed that outright permitting the 55' height would disregard the impact on adjoining properties.

Doug Sorensen asked the representative from the school district what they would do with the existing gym. Mr. Katterman explained that the proposal is to replace the old science wing and gym, which would be the next phase of the rebuild of the middle school. The height limit under the new definition would only allow them to build up to 16', which would not allow a gym or to match the existing architecture.

Planning Manager Steve Osguthorpe explained that he was unsure that the existing CUP criteria would be adequate to address protection of the views. He said that they may have to come up with a new process for a height exception. Chuck Hunter said that he is against allowing 55' in the P-I Districts as it opens it up for other structures. He suggested that there could be some process that the school could come to the city to apply for the additional height that would allow public input. He concluded by saying Gig Harbor is nice because there aren't a lot of tall buildings.

Mr. Osguthorpe suggested reviewing the performance based height criteria to see if there would be a way to address this.

Michael Kattermann asked Council to refer to his handout where it describes other cities who allow additional height in particular instances for functional needs such as gymnasiums. He explained that he was unsure of the actual height required to complete the construction at this site.

Lita Dawn Stanton suggested that it would be wise to determine exactly what would be needed to build the gymnasium before making a decision.

Roseanne Sachson recommended that the Councilmembers and Mayor go and visit the site to look at it from all sides and from the harbor itself.

Mr. Osguthorpe said that he would determine what height would be needed to construct a gymnasium. Councilmembers further discussed whether the height should be adjusted in all other P-I Districts in order to serve the student needs. It was agreed that this needs to be addressed on a case-by-case basis. Mr. Osguthorpe was directed to explore a performance based process to address this type of issue.

2.6.01(1) Residential setbacks within the PCD-RMD District. Mr. Osguthorpe explained that this amendment was at the request of Carl Halsan, who was representing a property owner in Gig Harbor North. He described the current setbacks in this area, which were designed to address single parcels developed for multi-family housing rather than individual lots. He said that the current regulations would result in far more restrictive setbacks than in other single-family zone in the city.

Mr. Halsan described the proposal and addressed questions from Council while Mr. Osguthorpe illustrated both existing and the proposed setbacks on the whiteboard. Councilmembers discussed the project described by Mr. Halsan, and several concerns such as alley width, garbage cans, and overflow parking were addressed. Mr. Halsan said that many of these issues could be dealt with through CC & R's and through project approval at the Hearing Examiner level.



Steve Osguthorpe recommended leaving the existing setbacks for apartment buildings and to reference the PCD-RMD section in a footnote. He suggested amending the setbacks for this section as recommended by the Planning Commission, but to change the setbacks so that the garage would be back from the alley by at least 3 feet. Councilmembers agreed.

3.14.02(2) Height Standards for Non-Residential Structures within the Historic District. Mr. Osguthorpe said that this is a follow-up item from the last meeting and gave an overview of the concerns raised and the draft language developed to address these concerns. He used the whiteboard to illustrate how height would be measured.

There was discussion on the concern that two separate buildings, one in front of another, would take on the appearance of one, large building unless there was a requirement that different materials or architectural design be used.

Lita Dawn Stanton suggested a performance standard to require that a project go before the Design Review Board. Councilmember Young explained that not all projects could be required to go before the DRB.

Mr. Osguthorpe suggested language that would specify that separate structures on the same lot be so many feet apart and shall have varying siding and roof type. He said that there would have to be criteria in place for the DRB.

Rosanne Sachson said that the only language required would be that "No mirror imaging is allowed." She then commented that the DRB has no power to look at an entire project, adding that this needs to be addressed as soon as possible.

Mr. Osguthorpe explained that the process would be addressed separately, after the Design Manual is updated.

Wade Perrow mentioned the letter from his attorney recommending that the Design Review Board be authorized to approve departure from the general requirements set forth in the manual. He said that if developers all use a design manual "cookbook", eventually you will have a city of sameness. He recommended that Council direct the City Attorney to review and respond to the recommendation before the next session. Councilmember Young said that Ms. Morris had already responded to the letter, adding that it may be possible to address this in some way. The attorney's main concern is an equal protection issue.

Councilmember Ruffo stressed that Council does not want to over-legislate, but it also wants to make sure that appropriate protections are in place.

Councilmember Ekberg explained that it is a challenge to preserve something that was created with no Design Manual, and in some cases, no zoning.

Chuck Hunter asked for clarification on why the process is a separate issue and why it couldn't be addressed at the same time as the updates to the manual. Lita Dawn Stanton requested that Council at least schedule the worksession to address the process. Councilmembers and Mr. Osguthorpe stressed the importance of getting the manual in place, but agreed of the need to address the Design Review process as soon as possible.

There was further discussion about the Design Review process and how to allow the board to review projects on a case by case basis. Lita Dawn Stanton stated that if you have the maximums identified, the zoning code will work, but when you get into design, it is subjective.

Wade Perrow asked what the words "avoid architectural gimmickry and fads" contained in the Design Review Manual meant. He said that he is going to challenge the manual for the purpose that it is vague, subjective, and contains arbitrary language. Councilmembers said that there is a list of things included, but Mr. Perrow said it also says "not limited to the following", so you could pick whatever.

Councilmember Ruffo said that done properly, this is a guideline for a "brilliant committee" to look at and decide the intent and try to adhere to the intent.

Mr. Perrow suggested having the two attorneys work on finding words that will allow the "brilliant people" to have an opportunity to overcome some of the difficulties. Councilmember Young asked for clarification on what language in currently in the Design Review Manual. Mr. Osguthorpe responded that this language is the same.

Councilmembers stressed the need to move on. Councilmember Franich asked if there was a consensus on overall height, and Steve Osguthorpe returned to the illustration on the whiteboard.

Mr. Perrow asked Council to look at Non-residential / Multi-family 3.2 Massing and Scale, asking if the illustration Steve had drawn meets the requirement to avoid unusual or atypical rooflines on all structures. He continued to explain that when someone comes in with a project, staff is acting as judge and jury. He asked that the Design Review Board become the jury to listen and decide, with the Hearing Examiner for the appeal process.

Staff and Council addressed Mr. Perrow's concerns about the roof design and the comments that the DRB should review project designs. Councilmember Young stressed that it just isn't as simple as letting every design go to the DRB for decision due to the possibility of lawsuits. Mr. Perrow said that by hiring an attorney for a Hearing Examiner and for the appeal process, that concern would be addressed. He added that he wanted people being treated fairly, adding that

developers would prefer to have several people making a determination rather than just a staff person.

Lita Dawn Stanton said that having a Board making the decisions would relieve staff from taking the entire community's sentiments. If the board is well-appointed there would be representation from the community, and unity in order to work with staff instead of all the opposition.

Rosanne Sachson added that there can't be that much time needed to work on the process as there is already a board in place. Councilmembers explained that there are several lengthy legal issues to address, and agreed to schedule worksessions on the process as soon as possible. The Mayor said that she hopes that Council moves in the direction of allowing the Design Review Board to review as many projects as possible.

Mr. Osguthorpe was directed to get the draft manual on the next Council agenda. He explained that he had been working on the Certified Local Government ordinance that dovetails with the Design Review Board process. He said that he would be recommending that the DRB also serve as the Local Review Board, which would require that Council look at qualifications for this committee.

Councilmember Ruffo requested that Mr. Osguthorpe identify two or three people to work with staff and the city attorney to make a recommendation to the Community Development Committee.

Mr. Osguthorpe suggested another ten minutes to complete the agenda, as there were no further worksessions scheduled.

2.0.01(3) Reduced side and rear yard setbacks for garages in the historic district.

Mr. Osguthorpe explained the proposed setbacks and addressed Council concerns. Council agreed that this was an appropriate amendment and agreed to move on.

The final agenda item discussed was Zone Transitions. Mr. Osguthorpe said that he revised the table to make it so that it just basically residential against non-residential and provided language to clarify what is being accomplished. Council approved of the amendment.

There were no further comments and the worksession ended at 8:27 p.m.

Respectfully submitted:

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Molly Towslee, City Clerk

## GIG HARBOR CITY COUNCIL MEETING OF OCTOBER 25, 2004

**PRESENT:** Councilmembers Ekberg, Young, Franich, Conan, Picinich, Ruffo and Mayor Wilbert. Councilmember Dick was absent.

**CALL TO ORDER:** 7:05 p.m.

### **PLEDGE OF ALLEGIANCE:**

**SWEARING IN CEREMONY:** Community Services Officer Lynnette Mock and Officer Garrett Chapman.

Mayor Wilbert introduced the new members of the Gig Harbor Police Department, and their families. She then read a brief biography for both. Mayor Wilbert asked Judge Tom Larkin to come forward to perform the swearing in ceremony for Community Services Officer, Lynn Mock. Judge Larkin explained that he is a long-time co-worker and friend of Lynn and her husband, Scott. He then performed the ceremony and presented Officer Mock to the Mayor. When this concluded, Mayor Wilbert performed the swearing in for Officer Chapman.

**PUBLIC HEARING:** Revenue Sources – 2005 General Fund Budget.

The Mayor opened the public hearing at 7:14 p.m. David Rodenbach, Finance Director, explained that this is the annual hearing for revenue sources for the next year's general fund budget. He gave an overview of the breakdown of revenue sources. He said that he was recommending a 1% increase in the property tax levy.

No one signed up to speak, and the Mayor closed the public hearing at 7:15 p.m.

### **CONSENT AGENDA:**

*These consent agenda items are considered routine and may be adopted with one motion as per Gig Harbor Ordinance No. 799.*

1. Approval of the Minutes of Council Worksession on the Design Review Manual of October 4, 2004 and City Council Meeting of October 11, 2004.
2. Correspondence / Proclamations: a) American Association of University Women; b) Boys & Girls Clubs.
3. Resolution No. 632 Adopting Hearing Examiner Rules of Procedures.
4. Liquor License Renewals: Maritime Mart; Finholm's Market and Deli; Gig Harbor Chevron.
5. Special Occasion Liquor License: Knights of Columbus.
6. Approval of Payment of Bills for October 25, 2004:  
Checks #45338 through #45456 in the amount of \$273,111.55

**MOTION:** Move to approve the consent agenda as presented.  
Picinich / Ruffo – unanimously approved.

**OLD BUSINESS:**

1. Second Reading of Ordinance – Prentice Avenue Street Vacation Request. John Vodopich, Community Development Director, presented this ordinance responding to a request by Nick Tarabochia to vacate a portion of Prentice Avenue. He said that the property is subject to the non-user statute of 1896 and recommended approval.

**MOTION:** Move to adopt Ordinance No. 971.  
Picinich / Ruffo – unanimously approved.

2. Second Reading of Ordinance – Adding a Rounding Provision for Calculating Residential Density. Steve Osguthorpe, Planning / Building Manager, presented this second reading of an ordinance to add a rounding provision for determining residential density. He addressed Council's questions on the projected net impacts and how the density provision coordinates with minimum lot size.

Mary Souza – 5426 Olympic Dr. NW. Ms. Souza spoke on behalf of the applicant, Sheila Koscik. Ms. Souza pointed out that there is contradictory information in the code, making it difficult for the Planning Department to implement. She spoke in favor of the rounding provision.

Jack Bujacich – 3607 Ross Avenue. Mr. Bujacich asked for clarification on what this would mean if he were to short plat his lot. Mr. Osguthorpe explained that this amendment would have no impact, as the minimum lot size requirement was not being changed.

Carl Halsan – 7218 Northcreek Loop. Mr. Halsan clarified that Pierce County and King County have used density rather than lot size for quite some time. This is standard practice, and minimum lot size was abandoned as density works better for the Growth Management requirements. He further discussed the benefits of using density standards verses lot size standards, and said that he was in favor of the Planning Commission recommendation to add the rounding provision.

**MOTION:** Move to adopt Ordinance No. 971.  
Picinich / Ruffo – unanimously approved.

3. Pierce County 2005 Comprehensive Plan Amendments. Mr. Vodopich explained that Pierce County had opened up the application period for the 2005 Comprehensive Plan Amendment cycle. He said that there are 30 acres located off 96<sup>th</sup> Street that is in the city's service area but outside the Urban Growth Area, and asked for support for staff to send an application requesting an amendment to the Urban Growth Area to include these 30 acres. He added that the zoning designation should be amended to read Single Family before the application is sent.

The Mayor asked if the property owners had been notified of the intent to include them in the UGA. Mr. Vodopich explained that the city was the applicant, and that it would be up to Pierce County to send notification, as they were the party taking action.

There was a great deal of discussion about extension of service in this area and what would occur if this area were left out of the UGA. Mr. Vodopich explained that the city had been identified as the water service provider for these 30 acres. The city provided water to a few of the properties prior to the formation of the UGA, and the exclusion of the 30 acres was an oversight. The city could not extend further water service to the other properties if the area is not included in the UGA. The city would then have to petition to be removed as the service provider to this area.

Councilmember Franich said that one of the property owners had contacted him with concerns about the change in density if this area was included in the city's UGA. Mark Hoppen advised Council that Pierce County could take this action without an application from the city. There was further discussion on notification of the property owners by the city staff. Councilmember Picinich said he was in favor of moving forward on this action tonight.

Jake Bujacich – 3607 Ross Avenue. Mr. Bujacich explained how the water service areas came about to determine who could better serve an area that had no service. He stressed that this 30 acres is in the city's service area, whereas Slippery Hill is not.

**MOTION:** Move that we wait two weeks, and ask staff to send notification to the property owners, and then bring this back at the next Council meeting for consideration.  
Ruffo / Franich – five voted in favor. Councilmember Picinich voted no.

**NEW BUSINESS:**

1. First Reading of Ordinance – 2004 Property Tax Levy. David Rodenbach said that the total levy recommended for 2005 is \$1,403,072, the maximum amount under the 1% limit that the city is authorized to collect. He gave a breakdown of the total assessed valuation for this year, and explained that the typos in the document will be corrected before it returns for the second reading. He responded to the request to clarify the collection rate.

2. First Reading of Ordinance – Amending Design Manual. Steve Osguthorpe, Planning/Building Manager explained that both this agenda item and the next are related. He said that the first ordinance would amend the Design Manual, and the second ordinance would amend each zoning district chapter to incorporate the Design Manual rather than it being a stand alone document. He said that the Council Workshops resulted in both minor and substantive changes, which would require another public hearing which is scheduled for the second reading of the ordinances on November 8<sup>th</sup>. He said that he had prepared a red-lined document showing the changes, explaining that the draft would be prepared in a more formal manner for the

next meeting. He then discussed a few required changes that would be made to the document before the public hearing.

Mr. Osguthorpe said that he had included a proposal to form a Design Review Procedures Committee to review the process and make a recommendation to the Planning Commission. The committee should include two members of the Design Review Board, two members of the City Council, the City Attorney, and the Planning / Building Manger. He said that he also included a proposed schedule of worksessions, the first to begin on November 15<sup>th</sup>. He said that final recommendation should be given to the Planning Commission for a public hearing at their January 6<sup>th</sup> meeting. A recommendation from the Planning Commission could be back before Council at the January 24<sup>th</sup> Council Meeting.

Mr. Osguthorpe said that it was his recommendation to adopt both ordinances, clarifying that neither would change the design review process. He continued to say that after receiving a recommendation from the Planning Commission, Council could then come back and make the necessary changes.

There was further discussion on the Design Review Committee, and Councilmember Conan and Franich volunteered to represent the City Council.

Jeannie (name and address unclear). This lady asked about the past discussions to use a facilitator to help in the visioning process, and where this fits in the Design Review process.

Councilmember Young explained that the current Design Review Manual needs to be updated now, as it has serious flaws which have resulted in buildings that have recently been constructed. He added that there is a budget request for 2005 for a facilitator for the visioning process.

Chuck Hunter – 8829 Prentice Avenue. Mr. Hunter said the he was not sure that the north side of North Harborview Drive from Burnham to Peacock Hill should be included in the Historic District. He said that the first three lots are residential, and are not appropriate for this designation. He asked someone to look into this.

Mr. Hunter continued to say that he was not in favor of codifying the Design Manual. He then asked if the Planning Commission had reviewed the second ordinance or if the changes are just a staff recommendation. Councilmember Young responded that the Planning Commission always reviews land-use issues. Mark Hoppen, City Administrator, said that the Design Review Manual is already code, and that the second ordinance is a matter of form.

Steve Osguthorpe explained that the ordinance will add the Design Review Manual as a chapter of the code, which will allow the information to be presented to the public as one document. The updates to the zoning code with all the various standards are necessary to make it consistent with the Design Manual.

Councilmember Franich asked Mr. Osguthorpe to address the concern with the Historic District. Mr. Osguthorpe explained that this change expands the Historic District to both sides of North Harborview Drive. He said that a street is a poor place to divide a zone, and this allows the same type of development on both sides of the street. He explained that the more restrictive Historic District standards only affect the B-2 District, and not the residential lots.

3. First Reading of Ordinance – Amending Chapters in Title 17. This was discussed during the previous agenda item.

4. Change Order No. 1 – Skansie Avenue Pedestrian Improvement Project (CSP-0302). John Vodopich presented this change order that came about as a result of the discovery of unsuitable foundation materials during excavation. He said that the additional funds were not anticipated in the original budget; however, there are adequate funds in the street capital fund to cover the cost of the increase.

**MOTION:** Move to authorize the execution of Change Order No. 1 for the Skansie Avenue Pedestrian Improvement Project in the amount of Ten Thousand Three Hundred Nine dollars and Thirteen cents (\$10,309.13), including retail sales tax.  
Ruffo / Picinich – unanimously approved.

5. Emergency On-Call Support Services to Wastewater Treatment Plant and Pump Station – Consultant Services Contract. John Vodopich presented this contract to provide technical support on an on-call basis. He answered questions and explained that nothing would be charged unless the company was called on to respond.

**MOTION:** Move to authorize the execution of the Consultant Services Contract with Advanced Industrial Automation for consulting services related to the plant controls upgrade in an amount not to exceed Six Thousand Four Hundred Dollars and no cents (\$6,400.00).  
Ruffo / Picinich – unanimously approved.

**STAFF REPORTS:**

1. David Rodenbach, Finance Director – Third Quarter Financial Report. Mr. Rodenbach said that all funds are on track. He alerted Council that the building section of the general fund is over by \$30,000 due to unexpected repairs to the Civic Center HVAC system. The funds are available, but it will require a budget amendment to change the appropriation. Mr. Rodenbach answered questions about the inter-governmental funds.

**PUBLIC COMMENT:** None.



**COUNCIL COMMENTS / MAYOR'S REPORT:**

Councilmember Young requested that Council revisit the 3500 s.f. building size exclusions for the building moratorium. He explained that he based his vote on what would be considered a normal standard of measurement for living space within the home. He said that due to the way building size is calculated in the code, staff had interpreted this to include covered patios, which was not his intent.

Councilmember Ekberg said that he thought the concern was building size, and that it should include everything.

Mr. Osguthorpe clarified that staff did not include roof overhangs in the calculations, but did include a covered carport and covered deck. He said that he thought the concern was with overall mass, and the roofline determines mass. He said that staff could draft language stating that calculation will include all heated living area and garages, but excludes covered carports and decks.

Councilmember Young thanked him for the clarification and said that he looked forward to what staff brings back for consideration.

Mayor's Report - Establishing an Eddon Boatworks Ad Hoc Steering Committee. Mayor Wilbert thanked John McMillan, Lita Dawn Stanton, Chuck Hunter, Guy Hoppen, and Councilmember Steve Ekberg, who have volunteered to serve on the Steering Committee to begin the focus on the Eddon Boat Park if the bond passes.

Councilmember Picinich asked for an update on the Latecomers Agreement with Peninsula School District. Mr. Vodopich explained that the school was in the process of recalculating the area and sending out notice.

Councilmember Picinich then asked about St. Anthony's Hospital. Mr. Vodopich said that they are in the process of evaluating the transportation impacts and that two meetings are scheduled with the Development Team to discuss the issue. He added that Franciscan may perform a voluntary EIS to facilitate the process.

**ANNOUNCEMENT OF OTHER MEETINGS:**

**EXECUTIVE SESSION:** For the purpose of discussing pending litigation per RCW 42.30.110(1)(i).

- MOTION:** Move to adjourn to Executive Session at 8:56 p.m. for approximately fifteen minutes for the purpose of discussing pending litigation.  
Franich / Picinich - unanimously approved.
  
- MOTION:** Move to return to regular session at 9:10 p.m.  
Franich / Picinich – unanimously approved.
  
- MOTION:** Move to return to Executive Session for an additional ten minutes.

Franich / Picinich – unanimously approved.

**MOTION:** Move to return to regular session at 9:20 p.m.  
Franich / Picinich – unanimously approved.

**MOTION:** Move to adjourn at 9:20 p.m.  
Conan / Picinich – unanimously approved.

CD recorder utilized:  
Disc #1 Tracks 1 – 15  
Disc #2 Tracks 1 – 11.

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Gretchen A. Wilbert, Mayor

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Molly Towslee, City Clerk



# Northwest Lions Eyeglass Recycling Center

4715 Lacey Boulevard, Lacey Washington 98503  
Telephone 360 923 2075



October 14, 2004

OCT 25 2004

Mayor Gretchen Wilbert  
City of Gig Harbor  
3510 Grandview Street  
Gig Harbor, Washington 98335

Mayor Wilbert:

The Lions of western Washington want you to know about a wonderful new project that will help preserve sight around the world. The Northwest Lions Eyeglass Recycling Center (NWLERC) is now open in Lacey.

NWLERC is just the eighth official Lions eyeglass recycling center in the U.S. – and the thirteenth worldwide. The center is a not-for-profit corporation run and supported by Lions. More than 50 Lions clubs have already pledged support to the NWLERC and support is rapidly spreading throughout the northwest. Eyeglasses are coming in from Lions, from the public, and from eyecare professionals. We have had an inquiry from Lions of Japan who may also be sending us thousands of pairs of glasses each year.

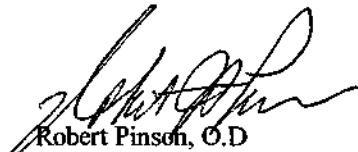
The center collects used eyeglasses, sorts, cleans, determines the prescription, and stores them for future use by humanitarian missions to developing nations. We expect to process more than 100,000 pairs of used glasses during our first year of operation – and 500,000 pair per year by 2010. Our first shipment of glasses went out the door for a church mission to Honduras in late September

Together, Lions Eyeglass Recycling Centers around the world process more than 6.5 million pair of eyeglasses each year. The glasses are made available to about 3.5 million people each year through Lions Clubs, church groups, VOSH (Volunteer Optometrists for Service to Humanity), the Amigos program out of Pacific University in Oregon, and other groups. It is estimated that it costs less than eight cents per pair to deliver these used glasses to a child in a developing country – what a small cost to provide good vision!

We will appreciate anything you can do to encourage people to share their used eyeglasses with us. We will be glad to accept their eyeglasses directly – or put them in touch with a Lion collecting eyeglasses in your area.

Please come and visit us. The center is open each Monday from 11 to 3, Wednesdays from 7 to 9 p.m. and the first Saturday of each month from 11 to 3. I would also be glad to show you around at your convenience or provide more information – just give me a call.

Sincerely Yours,



Robert Pinson, O.D.  
President

November 3, 2004

Mayor Gretchen Wilbert and Gig Harbor City Council Members  
Gig Harbor Civic Center  
Gig Harbor, Washington

Re: Eddon Boat Proposition #1

Honorable Mayor and Council Members:

It looks as if the measure to preserve the Eddon Boat site as a park has been approved. And while not all absentee ballots have been confirmed, we are very optimistic that the "Save Eddon Boatworks" campaign will be successful.

Your decision to go forward with the bond measure to purchase the boat building and adjacent waterfront parcels will have a profound impact on Gig Harbor's maritime identity for generations. We thank you for your leadership and support.

Voters approved \$3.5 million dollars to purchase the site. It's our understanding that \$250,000 will be set aside for clean-up and restoration expenses. We encourage you to finalize the sales agreement quickly so that the community can experience the benefits of their self-taxation. The most immediate benefit will be the magnificent view corridor that the removal of the Wildbird's and Pandora's Box buildings (as illustrated on the voter approved conceptual drawing) will create.

We look forward to presenting our ideas as we move ahead on the Eddon Boatworks Adhoc Committee.

Sincerely,

  
John McMillan

  
Chuck Hunter

  
Lita Dawn Stanton

  
Guy Hoppen



"THE MARITIME CITY"

ADMINISTRATION

**TO: MAYOR WILBERT AND CITY COUNCIL**  
**FROM: MARK HOPPEN, CITY ADMINISTRATOR** *MH*  
**SUBJECT: CIVIC CENTER USE RULES AND FEES**  
**DATE: OCTOBER 27, 2004**

**INFORMATION/BACKGROUND**

The central main floor of the City of Gig Harbor Civic Center requires use rules for elected and appointed bodies, staff members, and the public. The established rules and fees are typical of public access facilities in the local area, like fire stations and schools. The rules and fees satisfy Civic Center use issues that involve custodial care, supervision and safety, and facility rental.

**POLICY CONSIDERATIONS**

These use rules limit the frequency of non-city governmental uses and prohibit uses by private, for-profit corporations or other private businesses, except the local Chamber of Commerce. After two years of use experience, a small adjustment is recommended to allow facilitation of city-supported special events.

**FISCAL CONSIDERATIONS**

None.

**RECOMMENDATION**

Staff recommends approval of the policy as presented.

**RESOLUTION NO. 633**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GIG HARBOR, WASHINGTON, AMENDING RESOLUTION NO. 597 TO ALLOW AN EXCEPTION TO THE RULE REGARDING ADVANCE SCHEDULING OF THE CENTRAL MAIN FLOOR CIVIC CENTER ROOMS.**

---

WHEREAS, on September 23, 2002, the City of Gig Harbor City Council passed Resolution No. 597, which established the rules for the use of the Civic Center, including public use of the central main floor of the Civic Center; and

WHEREAS, the City of Gig Harbor will permit public use of the central main floor of the City of Gig Harbor Civic Center; and

WHEREAS, the City administration has prepared policies for use and scheduling of the central, main floor of the Civic Center, and a schedule of fees that relates to facilities usage; and

WHEREAS, there are city-supported special events needing to have space reserved further in advance in order to prepare brochures, posters and other promotional materials needed for events; now, therefore,

THE CITY COUNCIL OF THE CITY OF GIG HARBOR, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Resolution No. 597, Section C, Scheduling, of the "Public Use of City Civic Center Facilities," is amended to read as follows:

- C. **Scheduling:** Groups other than city staff or official city government bodies must schedule the central main floor Civic Center rooms at least two weeks in advance, and may only schedule as far in advance as the end of the following calendar month. Exception may be made for those city-supported special events needing to have space reserved further in advance in order to prepare brochures, posters and other promotional materials needed for festivals, art shows, concerts etc. All fees must be paid at the time of scheduling to secure the reservation. Such fee payments are non-refundable within one week of the reserved date, in the event cancellation is requested. The Facilities Use Agreement, which includes guidelines for cleanup, setting up and taking down tables, must be signed at the time of scheduling. The person picking up the key will be required to sign the agreement and must be designated as the supervisor who will be in direct charge of group activities. Televisions, VCRs, overhead projectors and easels may be reserved at no additional charge. These items should be requested at the time of scheduling, or they will be unavailable.





COMMUNITY DEVELOPMENT DEPARTMENT

**TO: MAYOR WILBERT AND CITY COUNCIL**  
**FROM: JOHN P. VODOPICH, AICP**  
**COMMUNITY DEVELOPMENT DIRECTOR**  
**SUBJECT: SEWAGE PUMP STATION 2A REPLACEMENT PROJECT REDESIGN**  
**CONSULTANT SERVICES CONTRACT AMENDMENT NO. 1**  
**DATE: NOVEMBER 8, 2004**

**INTRODUCTION/BACKGROUND**

On July 12, 2004, Council awarded the Pump Station 2A redesign services to URS, Corporation in the amount of Seventy-five Thousand Six Hundred Twenty-five dollars (\$75,625.00). Subsequently, Council directed staff to further redesign to pump station to incorporate park like features into the final pump station configuration. This amendment provides for the design of park like amenities into the scope of the final design.

**FISCAL CONSIDERATIONS**

This work was anticipated in the adopted 2004 Budget, identified under the Sewer Operating Fund, objective #2, and is within the allocated amount of \$1,000,000.00.

**RECOMMENDATION**

I recommend that Council approve the Consultant Services Contract with URS, Inc. amendment no. 1 for the Sewage Pump Station 2 Replacement Project design services in the additional amount of Eighteen Thousand Five Hundred Eighty-one dollars (18,581.00) for a revised contract amount of Ninety-four Thousand Two Hundred and Six dollars (\$94,206.00).



**AMENDMENT TO CONSULTANT SERVICES CONTRACT  
BETWEEN THE CITY OF GIG HARBOR AND  
URS CORPORATION**

THIS AMENDMENT is made to the AGREEMENT, dated July 12, 2004, by and between the City of Gig Harbor, a Washington municipal corporation (hereinafter the "City"), and URS Corporation, a corporation organized under the laws of the State of Washington, located and doing business at 1501 Fourth Avenue, Suite 1400, Seattle, Washington 98101-1616 (hereinafter the "Consultant").

**RECITALS**

WHEREAS, the City is presently engaged in the interim design for the Sewage Pump Station 2A Redesign Project and desires that the Consultant perform services necessary to provide the following consultation services.

WHEREAS, the Consultant agreed to perform the services, and the parties executed an Agreement on July 12, 2004 (hereinafter the "Agreement"); and

WHEREAS, the existing Agreement requires the parties to execute an amendment to the Agreement in order to modify the scope of work to be performed by the Consultant, or to exceed the amount of compensation paid by the City;

NOW, THEREFORE, in consideration of the mutual promises set forth herein, it is agreed by and between the parties in this Amendment as follows:

Section 1. **Amendment to Scope of Work.** Section I of the Agreement is amended to require the Consultant to perform all work described in **Exhibit A – Scope of Services**, attached to this Amendment, which Exhibit is incorporated herein as if fully set forth.

Section 2. **Amendment to Compensation.** Section II(A) of the Agreement is amended to require the City to pay compensation to the Consultant for the work described in **Exhibit A** to the Amendment in the amount of Eighteen Thousand Five Hundred Eighty-one dollars and no cents. This Amendment shall not modify any other of the remaining terms and conditions in Section II, which shall be in effect and fully enforceable.

Section 3. **Effectiveness of all Remaining Terms of Agreement.** All of the remaining terms and conditions of the Agreement between the parties shall be in effect and be fully enforceable by the parties. The Agreement shall be incorporated herein as if fully set forth, and become a part of the documents constituting the contract between the parties.

IN WITNESS WHEREOF, the parties have executed this Agreement on this \_\_\_\_\_ day of \_\_\_\_\_, 2004.

THE CITY OF GIG HARBOR

By: *Nirvana C. Knight*  
Its Principal *Vice President*

By: \_\_\_\_\_  
Mayor

Notices to be sent to:

CONSULTANT  
URS Corporation  
Attn: Kris Gottormsen, P.E.  
1501 Fourth Avenue, Suite 1400  
Seattle, Washington 98101-1616  
(206) 428-2039

Stephen Misiurak, P.E.  
City Engineer  
City of Gig Harbor  
3510 Grandview Street  
Gig Harbor, Washington 98335  
(253) 851-6170

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

ATTEST:

\_\_\_\_\_  
City Clerk

STATE OF WASHINGTON            )  
  ) ss.  
COUNTY OF \_\_\_\_\_ )

I certify that I know or have satisfactory evidence that \_\_\_\_\_ is the person who appeared before me, and said person acknowledged that (he/she) signed this instrument, on oath stated that (he/she) was authorized to execute the instrument and acknowledged it as the \_\_\_\_\_ of \_\_\_\_\_ Inc., to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

Dated: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
(print or type name)  
NOTARY PUBLIC in and for the  
State of Washington, residing at:  
\_\_\_\_\_

My Commission expires: \_\_\_\_\_

STATE OF WASHINGTON            )  
  ) ss.  
COUNTY OF PIERCE            )

I certify that I know or have satisfactory evidence that Gretchen A. Wilbert is the person who appeared before me, and said person acknowledged that (he/she) signed this instrument, on oath stated that (he/she) was authorized to execute the instrument and acknowledged it as the Mayor of Gig Harbor to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

Dated: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
(print or type name)  
NOTARY PUBLIC in and for the  
State of Washington, residing at:

\_\_\_\_\_  
My Commission expires: \_\_\_\_\_

## EXHIBIT A

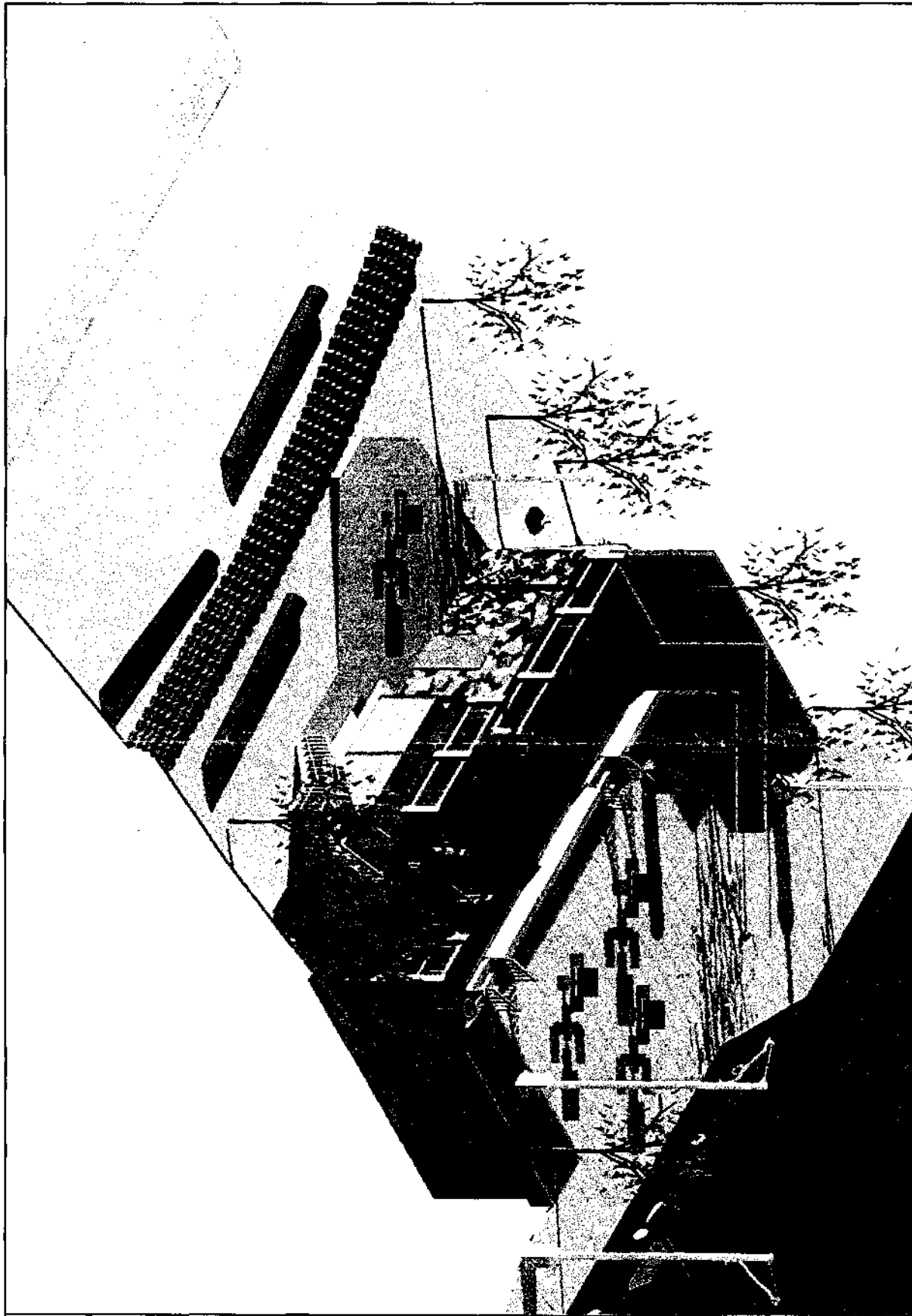
### Summary of Additional Fee Request

Current Contract Amount	\$75,625
Requested New Contract Amount	\$94,206
Additional Amount Requested by Cosmopolitan	\$14,924
Additional Amount Requested by ECS	\$0
Additional Amount Requested by URS	\$3,657
Total Requested Increase	\$18,581

# EXHIBIT A

## City of Gig Harbor Pump Station 2A Redesign Revised Budget Estimate

Activity	Staff Rate	PM/Civ Engr Guttormsen \$146	Sr Civ Engr Grodt \$145	Structural Dinsmore \$109	Structural Ngyen \$75	Civil Tech Smith \$110	CAD Team \$67	Total Hrs
Project management		20	4					24
Select new pumps		8						8
Prepare Pump Specifications		4						4
Retaining Wall Design					8		6	14
Ramps and Stairs Design					14		10	24
Deck and Railing Design					24		16	40
Mark up/modify drawings		4	0	8		8	36	56
Coordinate with ECS		4						4
Coordinate with Cosmopolitan		12	0	4	8	2	8	34
Renumber drawings and references		6			2		12	20
Stamp and sign drawings		3		3				6
Update construction cost estimate		4		4	4			12
Specifications modifications		4	0	6	4			14
Meetings with City		12	0					12
Prepare deliverables		2					8	10
Bidding Services		8		6	6			20
<b>Total Hours</b>		<b>91</b>	<b>4</b>	<b>31</b>	<b>70</b>	<b>10</b>	<b>96</b>	<b>302</b>
<b>Labor Cost</b>		<b>\$13,286</b>	<b>\$580</b>	<b>\$3,379</b>	<b>\$5,250</b>	<b>\$1,100</b>	<b>\$6,432</b>	<b>\$30,027</b>
<b>Expenses</b>								
Mileage	360	@	\$0.375	\$135				
Geotechnical Subconsultant (Robert Pride)				\$4,450				
Civil Subconsultant (Cosmopolitan)				\$42,321				
Electrical and I&C Subconsultant (ECS)				\$7,074				
Subtotal of Expenses				\$53,980				
Markup	5%			\$2,699				
<b>Total Expenses</b>								<b>\$56,679</b>
<b>Contingency</b>								<b>\$7,500</b>
<b>Total Budget</b>								<b>\$94,206</b>



Drawn by:  
Rob White, Senior Planner  
Community Development Department  
July 22, 2004



COMMUNITY DEVELOPMENT DEPARTMENT  
PERCELA ANIMATED DESIGN  
CITY OF GIG HARBOR, WASHINGTON  
425.514.6422 • WWW.GIGHARBORWA.GOV

## Pump Station 2A Conceptual Site Plan

NOTICE OF LIQUOR LICENSE APPLICATION



RETURN TO:

WASHINGTON STATE LIQUOR CONTROL BOARD
License Division - 3000 Pacific, P.O. Box 43075
Olympia, WA 98504-3075
Customer Service: (360) 664-1600
Fax: (360) 753-2710
Website: www.liq.wa.gov

NOV 4 2004

TO: MAYOR OF GIG HARBOR
RE: NEW APPLICATION

DATE: 11/01/04

CORRECTED

UBI: 601-007-793-001-0032

License: 087016 - 1G County: 27
Tradename: TARGET STORE # T-1205
Loc Addr: 11400 51ST AVE NW
GIG HARBOR WA 98332

APPLICANTS:
TARGET CORPORATION

Mail Addr: 1000 NICOLLET MALL TPN-910
MINNEAPOLIS MN 55403-2542

BAER, TIMOTHY R 1960-04-06
REIF, JACK N 1947-05-19

Phone No.: 612-761-1138 AIMEE MAGNUSON

Privileges Applied For:
GROCERY STORE - BEER/WINE

As required by RCW 66.24.010(8), the Liquor Control Board is notifying you that the above has applied for a liquor license. You have 20 days from the date of this notice to give your input on this application. If we do not receive this notice back within 20 days, we will assume you have no objection to the issuance of the license. If you need additional time to respond, you must submit a written request for an extension of up to 20 days, with the reason(s) you need more time. If you need information on SSN, contact our CHRI Desk at (360) 664-1724.

- 1. Do you approve of applicant?
2. Do you approve of location?
3. If you disapprove and the Board contemplates issuing a license, do you wish to request an adjudicative hearing before final action is taken?
4. If you disapprove, per RCW 66.24.010(8) you MUST attach a letter to the Board detailing the reason(s) for the objection and a statement of all facts on which your objection(s) are based.

DATE

SIGNATURE OF MAYOR, CITY MANAGER, COUNTY COMMISSIONERS OR DESIGNEE



DRL



NOTICE OF LIQUOR LICENSE APPLICATION

RETURN TO: WASHINGTON STATE LIQUOR CONTROL BOARD
License Division - 3000 Pacific, P.O. Box 43075
Olympia, WA 98504-3075
Customer Service: (360) 664-1600
Fax: (360) 753-2710
Website: www.liq.wa.gov

TO: MOLLY TOWSLEE, CITY CLERK
RE: NEW APPLICATION

- corrected -

DATE: 10/27/04

UBI: 601-377-528-001-0002

License: 087024 - 1G County: 27
Tradename: CIGAR LAND, GIG HARBOR
Address: 11430 51ST AVE NW STE 103
GIG HARBOR WA 98332-7897

APPLICANTS:
FENCO (USA), INC.

OCT 29 2004

LEE, UI SUP 1955-10-03
LEE, HYUNSOOK A 1957-09-22

Phone No.: 253-922-1212 UI SUP LEE

Privileges Applied For:
BEER/WINE SPECIALTY SHOP

As required by RCW 66.24.010(8), the Liquor Control Board is notifying you that the above has applied for a liquor license. You have 20 days from the date of this notice to give your input on this application. If we do not receive this notice back within 20 days, we will assume you have no objection to the issuance of the license. If you need additional time to respond, you must submit a written request for an extension of up to 20 days, with the reason(s) you need more time. If you need information on SSN, contact our CHRI Desk at (360) 664-1724.

- 1. Do you approve of applicant ?
2. Do you approve of location ?
3. If you disapprove and the Board contemplates issuing a license, do you wish to request an adjudicative hearing before final action is taken?
4. If you disapprove, per RCW 66.24.010(8) you MUST attach a letter to the Board detailing the reason(s) for the objection and a statement of all facts on which your objection(s) are based.

DATE

SIGNATURE OF MAYOR, CITY MANAGER, COUNTY COMMISSIONERS OR DESIGNEE



**TO: MAYOR WILBERT AND CITY COUNCIL**  
**FROM: DAVID RODENBACH, FINANCE DIRECTOR** *DR*  
**DATE: NOVEMBER 8, 2004**  
**SUBJECT: SECOND READING - 2004 PROPERTY TAX LEVY ORDINANCE**

#### **INTRODUCTION**

This is the second reading of an ordinance setting the 2004 property tax levy for collection in 2005.

#### **POLICY CONSIDERATIONS**

The 2005 preliminary budget plans a total levy for collection in 2005 in the amount of \$1,403,072. This consists of a \$15,499 property tax increase over the current levy, \$32,780 resulting from new construction and improvements, \$5,727 from annexations and a \$2,968 levy for refunds. This is a total increase of \$56,704 over the current levy.

#### **FINANCIAL**

Property taxes are approximately 5% of the proposed 2005 General Fund revenue budget and 93% of the proposed 2005 Street Fund operating budget.

#### **RECOMMENDATION**

I recommend adoption of this ordinance.

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE OF THE CITY OF GIG HARBOR, WASHINGTON,  
LEVYING THE GENERAL PROPERTY TAXES FOR THE CITY OF  
GIG HARBOR FOR THE FISCAL YEAR BEGINNING JANUARY 1,  
2005.**

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**WHEREAS**, the City Council of the City of Gig Harbor attests that the City population is 6,680; and

**WHEREAS**, the City Council of the City of Gig Harbor have properly given notice of the public hearing held October 25, 2004 to consider the City's General Fund revenue sources for the 2005 calendar year, pursuant to RCW 84.55.120; and

**WHEREAS**, the City Council of the City of Gig Harbor has considered the city's anticipated financial requirements for 2005, and the amounts necessary and available to be raised by ad valorem taxes on real and personal property,

**NOW, THEREFORE**, the City Council of the City of Gig Harbor, Washington **ORDAINS** as follows:

Section 1. The ad valorem tax general levies required to raise estimated revenues for the City of Gig Harbor for the ensuing year commencing January 1, 2005, shall be levied upon the value of real and personal property which has been set at an assessed valuation of \$1,010,552,829. Taxes levied upon this value shall be:

The 2004 property tax for collection in 2005 is \$1,403,072 which is an increase of \$15,499 and 1.15% over the 2003 levy, in addition to that resulting from the addition of new construction and improvements to property, any increase in the value of state-assessed property and administrative refunds.

Section 2. This ordinance shall be certified by the city clerk to the clerk of the board of county council and taxes hereby levied shall be collected and paid to the Finance Director of the City of Gig Harbor at the time and in a manner provided by the laws of the state of Washington for the collection of taxes.

Section 3. This ordinance shall be published in the official newspaper of the city, and shall take effect and be in full force five (5) days after the date of its publication.

**PASSED** by the City Council and approved by the Mayor of the City of Gig Harbor this 8th day of November, 2004.

CITY OF GIG HARBOR

\_\_\_\_\_  
GRETCHEN WILBERT, MAYOR

ATTEST/AUTHENTICATED:

By: \_\_\_\_\_  
MOLLY TOWSLEE, City Clerk

Filed with city clerk: 10/19/04  
Passed by the city council:  
Date published:  
Date effective:  
Ordinance No.

**SUMMARY OF ORDINANCE NO.  
of the City of Gig Harbor, Washington**

On \_\_\_\_\_, 2004 the City Council of the City of Gig Harbor, Washington, approved Ordinance No. \_\_\_\_\_, the summary of text of which is as follows:

**AN ORDINANCE OF THE CITY OF GIG HARBOR, WASHINGTON,  
LEVYING THE GENERAL PROPERTY TAXES FOR THE CITY OF  
GIG HARBOR FOR THE FISCAL YEAR BEGINNING JANUARY 1,  
2004.**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GIG HARBOR:

The full text of this ordinance will be mailed upon request.

APPROVED by the City Council at their regular meeting of \_\_\_\_\_,  
2004.

By: \_\_\_\_\_  
MOLLY M. TOWSLEE, CITY CLERK



COMMUNITY DEVELOPMENT DEPARTMENT

**TO: MAYOR WILBERT AND CITY COUNCIL**  
**FROM: STEVE OSGUTHORPE, AICP** *S.O.*  
**PLANNING & BUILDING MANAGER**  
**SUBJECT: PUBLIC HEARING AND SECOND READING OF ORDINANCE**  
**AMENDING DESIGN MANUAL**  
**DATE: NOVEMBER 8, 2004**

**INFORMATION / BACKGROUND**

Attached for Council's action and for public hearing is the second reading of an ordinance adopting a revised Design Manual. The revised Manual includes all changes resulting from the Design Review Board's and Planning Commission's work, as well as changes resulting from recent Council work sessions.

The manual presented at the first reading on October 25, 2004 included hand-written notation. These notes have been typed into a final document, which is now fully paginated and formatted to ensure that all graphics and side notes are in the correct location. During this process, additional errors were discovered and corrected (e.g., typos, graphic adjustments, and minor word changes to correct inconsistencies between the graphics and the text). The only substantive change is the inclusion into the historic district definition the RB-1 zone abutting North Harborview Drive (the Hair Solution site). This was intended to be included along with all other non-residential zones along this street, but it was inadvertently deleted in a later draft when the residential zones along the uphill side of North Harborview Drive were eliminated during the Planning Commission's work on the Manual. However, the RB-1 zone was not intended to be deleted. And to ensure that the height restrictions on commercial structures developed during the Council work sessions are imposed in the entire view basin, it is crucial to include this zone in the historic district definition.

The ordinance as presented would incorporate the Design Manual as a new chapter into the Gig Harbor Municipal Code, which also requires the repeal of Chapter 17.98 (the chapter that defined the design review process and adopted the existing Design Manual by reference). Adoption of a new Chapter 17.98, along with amendments to various chapters in Title 17 related to the Design Manual, is therefore being processed in a separate ordinance.

The only section of the proposed revised Design Manual that the City Attorney, Carol Morris, has advised not be included in the update is Section 4, which pertains to standards for right-of-way development. The Design Manual currently includes standards that pertain to both engineering issues, such as street width's & turning radii, and to design of fixtures and trees within the right-of-way. Ms.

Morris has advised staff that, while the DRB may make suggestions on right-of-way matters, the City engineer has sole discretion over right-of-way design. Even street tree design, for example, has engineering implications because certain types of trees may have invasive root systems that could adversely impact sidewalks and utilities. The staff suggested to the DRB and to the Planning Commission that the more appropriate place to regulate these would be within the Public Works Standards. However, the DRB and the Planning Commission both agreed to recommend retention within the Design Manual of those right-of-way standards that address primarily aesthetic matters (e.g., street trees and lighting standards) and, in response to Carol Morris's concern, eliminate those standards that are clearly engineering in nature (e.g., street width's and turning radii). They also recommended including a statement in the same section that all publicly owned land is subject to design review. Accordingly, the final chapter in the updated Design Manual would be devoted to public rights-of-way and publicly owned land. The staff will be recommending that this chapter be deleted from the Design Manual and incorporated into an update to the Public Works Standards, and that it also include a provision for public review and comment, and DRB review and recommendations on any public works project that involves major street redesigns, park design and any project that involves above-ground structures or aesthetic features such as street trees and light fixtures.

Standards of the Design Manual that will not be updated under the proposed changes include all standards pertaining to common areas. The City Attorney has advised staff that this issue needs further analysis and suggests that we retain the existing common area requirements until that analysis can be completed. Accordingly, the attached ordinance repealing the Design Manual repeals everything except those pages addressing common area standards.

#### **ENVIRONMENTAL REVIEW**

After review of a completed environmental checklist and other information on file with the agency, the City of Gig Harbor has determined this proposal will not have a probable significant adverse impact on the environment. A DNS has therefore been issued for this proposal. The DNS became final on August 3, 2004. The deadline for appealing the SEPA determination was August 17, 2004. No appeals were submitted.

#### **POLICY CONSIDERATIONS**

The original Design Manual was based upon the goals and policies contained in the Design Element of the Comprehensive Plan. The staff believes that the proposed changes are consistent with, and will help to achieve, those goals and policies.

#### **FISCAL IMPACTS**

There are no known fiscal impacts associated with this proposal.

## **RECOMMENDATION**

The staff recommends that the Council adopt the Manual as presented in the attached ordinance, with the exception of the right-of-way standards contained in the last section of the proposed Design Manual. The staff recommends that the Council direct staff to update the public works standards to include similar provisions as those recommended by the DRB and Planning Commission, and that they include a provision for public review and comment, and DRB review and recommendations.

Attachments: Draft Ordinance amending the Design Manual  
Proposed Design Manual Chapter 17.99 (attachment to ordinance)



ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GIG HARBOR, WASHINGTON, RELATING TO LAND USE AND ZONING, INCORPORATING THE CITY'S DESIGN MANUAL INTO A NEW CHAPTER OF THE GIG HARBOR MUNICIPAL CODE; ALSO AMENDING THE CITY'S DESIGN MANUAL TO REVISE THE FORMAT TO MAKE THE MANUAL MORE USER FRIENDLY, (B) CORRECT INCONSISTENCIES AND ERRORS, (C) ADDRESS DESIGN ISSUES THAT WERE NOT FULLY ADDRESSED IN THE ORIGINAL MANUAL, (D) CLARIFY STANDARDS BY PROVIDING MORE SPECIFIC AND DEFINITIVE LANGUAGE, (D) PROVIDE ADDITIONAL DESIGN OPTIONS, (E) DEFINE AND PROVIDE DESIGN EXEMPTIONS FOR INDUSTRIAL BUILDINGS, (F) IDENTIFY PARKWAYS AND ACTIVITY CENTERS IN NEWLY ANNEXED AREAS AND THROUGHOUT THE CITY'S URBAN GROWTH AREA, AND (G) EXPAND THE BOUNDARIES OF THE HISTORIC DISTRICT TO INCLUDE PARCELS ON THE BOTH SIDES OF STREETS THAT DEFINE THE EXISTING HISTORIC DISTRICT.

---

WHEREAS, The City of Gig Harbor's Comprehensive Plan Design Element, ADOPTED November 28, 1994, on pages 18 – 34 includes several goals and policies relating to community design and states on page 18 that more specific guidelines must be developed to achieve said goals; and,

WHEREAS, the City adopted by reference a Design Manual on August 26, 1996 under Ordinance 735, which adopted Chapter 17.98, Design standards & Review; and

WHEREAS, the City has not amended its design standards since their initial adoption in 1996; and

WHEREAS, Section 17.98.020 states that the Design Manual shall be reviewed by the planning commission two years after the date of adoption of Ordinance No. 787 to evaluate its effectiveness; and

WHEREAS, the City Council directed the staff and the Design Review Board (DRB) to review and, if necessary recommend amendments to the Design Manual based upon knowledge of its effectiveness on actual projects since its original adoption; and

WHEREAS, the DRB has conducted numerous evening and all-day work sessions over the course of the last three years in developing an update to the Design Manual, including meetings on January 17, 2002, January 31, 2002, April 11, 2002, April 18, 2002, April 22, 2002, October 10, 2002, November 18, 2002, February 13, 2003, March 27, 2003, April 10, 2003, May 8, 2003, May, 22, 2003, February 12, 2004, February 26, 2004, March 25, 2004, April 5, 2004; April 22, 204, May 13, 2004, May 24, 2004 and May 27, 2004 and

WHEREAS, the DRB has drafted changes to the Design Manual that includes numerous changes including the following:

1. Correct typographical errors in original manual.
2. Incorporate cleaner graphics in to the manual.
3. Prepare manual for incorporation into the Gig Harbor Municipal Code.
4. Reformat entire document into more definitive chapters and topics
5. Refer to all development as either residential or non-residential through-out the document.
6. Identify those specific dimensional requirements that may only be varied through the normal variance process and not through the DRB process.
7. Incorporate into manual an Industrial Building Exemption that defines industrial buildings and identifies which standards are exempt for industrial buildings.
8. Rename and amend boundaries of activity centers.
9. Eliminate requirement to cluster development around outdoor space in activities centers
10. Eliminate requirement for pedestrian paths in activity centers to connect to out-lying development.
11. Eliminate requirement to buffer pedestrian areas from the street.
12. Eliminate transit stop language from activity center standards.
13. Identify new parkways (i.e., Borgen Blvd., Purdy Drive, North/South Connector, and eliminate portion of Rosedale Street Parkway lying west of Skansie Avenue, extend Peacock Hill Avenue parkway up to Borgen Blvd.
14. Eliminate setback averaging requirement from parkway standards.
15. Eliminate all right-of-way design standards.
16. Revise Zone Transition standards to include a more definitive description of what "substantial buffering" between districts entails, to require conformance to architectural standards if development abuts a different zone on the same side of the street, to apply zone transition standards only if a proposed use is not an allowed use in the opposing zone, to redefine the structures in the opposing zone that will be used to determine average footprint size and height, and to define those zoning districts that zone transition standards occur between.
17. Provide more definitive language on respecting natural topography.

18. Revise standards for protective barricades that protect areas of natural vegetation to provide a sturdier barricade that will not be easily removed or buried during the construction phase.
19. Provide additional tree-replacement options for trees otherwise required to be retained.
20. Provide phased landscape options for sites not fully developed.
21. Provide maintenance and thinning provisions for overcrowded buffer areas.
22. Define the required width of primary walkways.
23. Define seating requirements along primary walkways.
24. Revise secondary walkway requirements to state that walkways should provide the shortest route between building entrances.
25. Provide alternative parking lot landscaping standards that allows trees to be placed in regularly spaced islands as opposed to continuous landscaped strips.
26. Redefine driveway location requirements to minimize their impacts on perimeter landscape areas or buffers.
27. Establish setbacks for parking lots located near street corners.
28. Revise lighting standards to allow security lighting that is not downward directional, provided it is intermittent lighting on motion detectors.
29. Define height allowance for parking lot or pole lights.
30. Include provisions that avoid false-front appearance on buildings.
31. Include provisions that allow primary structures to be single-story structures if the architecture provides the lofty appearance of two-story structures.
32. Provide a more descriptive definition of acceptable siding materials.
33. Include a "masonry façade option" that, if applied, allows some other design standards to be relaxed.
34. Provide better definition of acceptable roofing colors.
35. Exclude, under the specific language of the Design Manual, faux windows, false-fronts and architectural details that do not reflect the overall building design.
36. Provide more options for acceptable field (wall) colors.
37. Include a new standard that requires natural or factory finishes on brick and stone to be retained (not painted).
38. Redefine how parking car garage entrances must be recessed beyond front façade.
39. Provide additional options for de-emphasizing garages on single family houses.
40. Redefine the point within allowable building area where building height must be measured.
41. Redefine the maximum height of a wall on single family homes before a step-back in the wall plane is required.
42. Extend boundaries of historic district to include parcels on both sides of Stinson Avenue and Rosedale Street, the C-1 and B-2 districts on North

Harborview Drive, all parcels having frontage on Harborview Drive, and the parcel to the southwest corner of Stinson and Rosedale Street.

43. Eliminate requirement for DRB review of basic structure units in historic district.
44. Eliminate maximum height option in the historic district for commercial structures.
45. Provide standards for the use of slider windows in the historic district.
46. Provide allowances for use of horizontal cable for deck railing in the waterfront portion of the historic district.
47. Redefine colors for roofing materials in the historic district.
48. Eliminate reference to vinyl siding as an appropriate material in the historic district.
49. Create a new definition of "dense vegetative buffer" that provides both a dimension of the buffer and the type and spacing of vegetation within the buffer.
50. Revise definition of "gable."
51. Revise definition of "porch".
52. Revise definition of "prominent façade" to make sure it includes any façade visible from any public right-of-way.
53. Redefine definition of "significant vegetation" to exclude maple and alder.
54. Define alley requirements in residential plats.
55. Require that all structures on a site be located at front setback line unless they are directly located behind other buildings.
56. Change from 7 feet to 8 feet the allowed reduction of parking stall that may be used to retain significant vegetation; and

WHEREAS, the DRB voted unanimously during its May 27, 2004 work session to forward a recommendation to the Planning Commission and City Council supportive of the proposed amendments; and

WHEREAS, the Planning Commission conducted work sessions on June 3, 2004, June 17, 2004, and a final work session on July 15, 2004; and

WHEREAS, the City Council conducted work sessions on August 30, 2004, September 20, 2004, October 4, 2004, and October 18, 2004 to allow additional public involvement and to address specific Council questions and concerns; and

WHEREAS, the Council work sessions resulted in the following additional changes:

1. Amend height standards for non-residential structures in the historic district;
2. Amend setback provisions for garages in the historic district;
3. Amend screening requirements along the enhancement corridor.

4. Revise the description of zone transition boundaries; and

WHEREAS, the City Council finds that the proposed amendments to the Design Manual are consistent with the Design Element of the City's Comprehensive Plan; and

WHEREAS, the City desires to incorporate the Design Manual into the Municipal Code; and

WHEREAS, the City's SEPA Responsible Official issued a determination of Non-significance for the proposed Design Manual update and its incorporation into the Municipal Code on June 4, 2004 pursuant to WAC 197-11-350; and

WHEREAS, the City Community Development Director forwarded a copy of this Ordinance to the Washington State Department of Trade and Community Development on June 4, 2004 pursuant to RCW 36.70A.106; and

WHEREAS, the City Planning Commission held a public hearing on this Ordinance on July 1, 2004, and made a recommendation of approval to the City Council; and

WHEREAS, the City Council considered this Ordinance during its regular City Council meeting of October 25, 2004 and held a public hearing on November 8, 2004; Now, Therefore,

THE CITY COUNCIL OF THE CITY OF GIG HARBOR, WASHINGTON, ORDAINS AS FOLLOWS:

Section 1. A new Chapter 17.99 of the Gig Harbor Municipal Code, Design Manual, as shown in Attachment A to this ordinance, is hereby adopted.

Section 2. Severability. If any section, sentence, clause or phrase of this Ordinance or attachments to this Ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, clause or phrase of this Ordinance or attachments to this ordinance.

Section 3. Effective Date. This Ordinance shall take effect and be in full force five (5) days after passage and publication of an approved summary consisting of the title.

PASSED by the City Council and approved by the Mayor of the City of Gig Harbor this \_\_\_\_ day of \_\_\_\_\_, 2004.

CITY OF GIG HARBOR

\_\_\_\_\_  
GRETCHEN WILBERT, MAYOR

ATTEST/AUTHENTICATED:

By: \_\_\_\_\_  
MOLLY TOWSLEE, City Clerk

APPROVED AS TO FORM:  
OFFICE OF THE CITY ATTORNEY

By: \_\_\_\_\_  
CAROL A. MORRIS

FILED WITH THE CITY CLERK: \_\_\_\_\_  
PASSED BY THE CITY COUNCIL: \_\_\_\_\_  
PUBLISHED: \_\_\_\_\_  
EFFECTIVE DATE: \_\_\_\_\_  
ORDINANCE NO: \_\_\_\_\_



COMMUNITY DEVELOPMENT DEPARTMENT

**TO: MAYOR WILBERT AND CITY COUNCIL**  
**FROM: STEVE OSGUTHORPE, AICP** *SO*  
**PLANNING & BUILDING MANAGER**  
**SUBJECT: PUBLIC HEARING AND SECOND READING OF ORDINANCE**  
**AMENDING CHAPTERS IN TITLE 17 TO ENSURE**  
**CONSISTENCY WITH DESIGN MANUAL**  
**DATE: NOVEMBER 8, 2004**

**INFORMATION / BACKGROUND**

Attached for public hearing and for the Council's final action is an ordinance amending various chapters in Title 17 that relate to the update of the City's Design Manual. Proposed amendments include the repeal of Chapter 17.98 which adopted the existing Design Manual by reference, and adoption of a new Chapter 17.98 that would provide basically the same procedural standards for design review that we currently have, but which would reference the Design Manual as a new chapter in the zoning code. The new chapter would also include an expiration date for design review which does not now exist in our codes. Finally, the ordinance includes amendments to the development standards of each zone in the City as defined in GHMC Title 17 to make them consistent with the development and design standards of the proposed Design Manual chapter. There have been inconsistencies between the Design Manual and the zoning code ever since the Design Manual was first adopted. This update provides an opportunity to make the necessary corrections.

**ENVIRONMENTAL REVIEW**

After review of a completed environmental checklist and other information on file with the agency, the City of Gig Harbor has determined this proposal will not have a probable significant adverse impact on the environment. A DNS has therefore been issued for this proposal. The DNS became final on August 3, 2004. The deadline for appealing the SEPA determination was August 17, 2004.

**POLICY CONSIDERATIONS**

The original Design Manual was based upon the goals and policies contained in the Design Element of the Comprehensive Plan. The staff believes that the proposed changes are consistent with, and will help to achieve, those goals and policies.

**FISCAL IMPACTS**

There are no known fiscal impacts associated with this proposal.

**RECOMMENDATION**

The staff recommends that the Council adopt the ordinance as drafted.

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GIG HARBOR, WASHINGTON, RELATING TO LAND USE AND ZONING, REPEALING GIG HARBOR MUNICIPAL CODE SECTIONS 17.98.010, 17.98.030, 17.98.035, 17.98.040, 17.98.050, 17.98.060, and 17.98.070; ADOPTING NEW SECTIONS 17.98.010, 17.98.030, 17.98.035, 17.98.040, 17.98.050, 17.98.060, 17.98.080 WHICH INCLUDE PROCEDURES FOR REVIEW OF APPLICATIONS REQUESTING DESIGN REVIEW APPROVAL, DEFINE THE PROPER APPLICATION OF DESIGN MANUAL REGULATIONS; ALLOW FOR A FINAL ADMINISTRATIVE APPROVAL OF ALL DESIGN REVIEW APPLICATIONS MEETING THE SPECIFIC REQUIREMENTS OF THE DESIGN MANUAL REGULATIONS; ALLOW FOR A PUBLIC MEETING AND DESIGN REVIEW BOARD RECOMMENDATION PROCESS FOR ALL DESIGN REVIEW APPLICATIONS NOT MEETING THE SPECIFIC REQUIREMENTS OF THE DESIGN MANUAL REGULATIONS; ADOPT DESIGN REVIEW GOALS; ADOPT PROCEDURES AND CRITERIA FOR DESIGN REVIEW VARIANCES; ADOPT PROCEDURES FOR APPEALS OF DESIGN REVIEW DECISIONS TO BE CONSISTENT WITH TITLE 19 GHMC; AND ADOPT AN EXPIRATION DATE FOR DESIGN REVIEW DECISIONS; ALSO AMENDING SECTION 17.98.020 TO REPEAL ALL DESIGN MANUAL STANDARDS EXCEPT FOR COMMON AREA REQUIREMENTS AND TO REFERENCE AMENDED DESIGNS STANDARDS THAT WILL BE INCORPORATED INTO THE GIG HARBOR MUNICIPAL CODE; ALSO, AMENDING THE FOLLOWING SECTIONS OF THE GIG HARBOR MUNICIPAL CODE TO ELIMINATE INCONSISTENCIES BETWEEN SAID SECTIONS AND THE CITY'S DESIGN MANUAL STANDARDS: 17.15.060; 17.15.090; 17.16.060; 17.16.070; 17.17.040; 17.20.060; 17.21.040; 17.24.060; 17.28.050; 17.28.060; 17.28.090; 17.30.070; 17.31.060; 17.31.080; 17.31.110; 17.32.033; 17.32.080; 17.36.060; 17.36.080; 17.36.120; 17.40.080; 17.40.100; 17.40.120; 17.41.030; 17.45.040; 17.46.040; 17.46.060; 17.48.040; 17.48.060; 17.48.090; 17.50.040; 17.50.060; 17.50.090; 17.54.030; 17.56.030; 17.60.020; 17.62.030; 17.78.050; 17.78.060; 17.78.070; 17.78.080; 17.78.090; 17.78.120; 17.91.040; ALSO AMENDING SECTION 17.98.020 TO REPEAL ALL OF EXISTING DESIGN MANUAL EXCEPT FOR COMMON AREA STANDARDS; ALSO ADDING TO THE GIG HARBOR MUNICIPAL CODE THE FOLLOWING NEW SECTIONS: 17.16.090; 17.20.070; 17.28.085; 17.32.050;



**17.32.100; 17.32.120; 17.46.090; 17.98.080; 17.98.090 ALSO  
REPEALING SECTION 17.32.050;**

---

WHEREAS, The City of Gig Harbor's Comprehensive Plan Design Element, adopted November 28, 1994, on pages 18 – 34 includes several goals and policies relating to community design and states on page 18 that more specific guidelines must be developed to achieve said goals; and,

WHEREAS, the City adopted by reference a Design Manual on August 26, 1996 under Ordinance 735, which adopted Chapter 17.98, Design standards & Review; and

WHEREAS, the adoption of the Design Manual resulted in inconsistencies between zoning code standards and Design Manual standards; and

WHEREAS, the City is in the process of amending its design standards and incorporating them into the Gig Harbor Municipal Code; and

WHEREAS, incorporating the Design Manual into the Municipal Code will require repeal of multiple sections of Chapter 17.98, which adopted the Design Manual by reference as a separate document; and

WHEREAS, incorporating the design manual into the municipal code requires sections of Chapter 17.98 to reflect the adoption of the Design Manual as a new chapter in the Municipal Code and also to define the procedures for the process of applications for design review; and

WHEREAS, the City's SEPA Responsible Official issued a determination of Non-significance for the proposed amendments on June 4, 2004, pursuant to WAC 197-11-350; and

WHEREAS, the City Community Development Director forwarded a copy of this Ordinance to the Washington State Department of Trade and Community Development on June 4, 2004, pursuant to RCW 36.70A.106; and

WHEREAS, the City Planning Commission held a public hearing on this Ordinance on July 1, 2004, and made a recommendation of approval to the City Council; and

WHEREAS, the City Council considered this Ordinance during its regular City Council meeting of October 25, 2004 and held a public hearing on November 8, 2004; Now, Therefore,

THE CITY COUNCIL OF THE CITY OF GIG HARBOR, WASHINGTON, ORDAINS AS FOLLOWS:

Section 1. Section 17.98.010 of the Gig Harbor Municipal Code is hereby repealed:

Section 2. Section 17.98.030 of the Gig Harbor Municipal Code is hereby repealed:

Section 3. Section 17.98.035 of the Gig Harbor Municipal Code is hereby repealed:

Section 4. Section 17.98.040 of the Gig Harbor Municipal Code is hereby repealed:

Section 5. Section 17.98.050 of the Gig Harbor Municipal Code is hereby repealed:

Section 6. Section 17.98.060 of the Gig Harbor Municipal Code is hereby repealed:

Section 7. Section 17.98.070 of the Gig Harbor Municipal Code is hereby repealed:

Section 8. A new Section 17.998.010 is hereby adopted, to read as follows:

**17.98.010 Intent.**

A. This chapter and the design manual chapter 17.99 are intended to implement the goals and policies established in the design element of the city's comprehensive plan by providing design standards and procedures for the review of projects described in GHMC 17.98.030 to determine compliance with design standards contained in Chapter 17.99.

B. Gig Harbor's design review goals are to:

1. Encourage design and site planning that:

a. Complements the existing character of

Gig Harbor.

b. Relates visually and physically to surrounding development.

c. Promotes pedestrian usage.

2. Provide options in project design.

3. Facilitate dialogue between project proponents and the City's Design Review Board in a public meeting setting.

4. Increase public awareness of design issues and design options.

5. Provide an objective basis for decisions

which affect both individual projects and the City of Gig Harbor as a whole.

6. Ensure that the intent of goals and objectives contained within the City of Gig Harbor's comprehensive plan are met.

C. The design review process is not intended to determine the appropriateness of any given use on a given site or to address technical requirements, which are otherwise reviewed under the site plan review process. It is intended to protect the general health, safety and welfare of the citizens by protecting property values; protecting the natural environment; promoting pedestrian activities; promoting community pride; protecting historical resources; preserving the aesthetic qualities which contribute to the city's small town characteristics which have attracted residents, businesses and customers; and promoting the economic viability of the community by preserving and creating well designed commercial districts which attract customers and businesses. The design review process provides an opportunity for new development to enhance Gig Harbor's character more effectively than through application of standard zoning regulations.

Section 9. Section 17.98.020 of the Gig Harbor Municipal Code is hereby amended, to read as follows:

**17.98.020 Design manual.**

The city's design standards are contained in Chapter 17.99, Design Manual

In those cases where provisions of this chapter or Chapter 17.99 are different than or contradict standards contained in other chapters of Title 17, the standards in this chapter and Chapter 17.99 shall prevail.

Section 10. Section 17.98.020 of the Gig Harbor Municipal Code is hereby amended to read as follows:

~~The City's design standards are primarily contained in the design manual which is hereby adopted by the City. The 1996 Design Manual adopted by the City in Ordinance 735 is hereby repealed, with the exception of pages 31 through 34 of the 1996 Design Manual, which shall remain effective. A copy of pages 31 through 34 of the 1996 Design Manual is on file with the city clerk. In those cases where the design manual is found to be in conflict with performance standards of the zoning code, the standards in the design manual shall prevail. The design manual shall be reviewed by the planning commission two years after the date of the adoption of Ordinance No. 787 to evaluate its effectiveness.~~

Section 11. Section 17.98.030 of the Gig Harbor Municipal Code is hereby amended, to read as follows:

**17.98.030 Design Manual Chapter applicability.**

A. General Applicability. The Design Manual Chapter 17.99 applies to all proposals to subdivide land under the provisions of Title 16, GHMC, and to all proposals to build, locate, construct, remodel, alter or modify any facade on any structure or building or other visible element of the facade of the structure or building or site, including, but not limited to: landscaping, parking lot layout, signs, outdoor furniture in public or commercial locations, outdoor lighting fixtures, fences, walls and roofing materials (hereafter referred to as outdoor proposals), as described in the Design Manual Chapter 17.99. Design review approval is required for all outdoor proposals which require a

building permit, clearing and grading permit, or which are part of a project or development requiring a site plan, conditional use permit or utility extension agreement.

B. Applicability and Review of Historic District Design Standards. The historic district design Standards of the Chapter 17.99 shall apply to all activities described in subsection A of this section in the entire historic district, except that in the R-1 ~~zone~~ district within the historic district, at the option of the property owner, development shall conform strictly to either the setback standards contained in Section 2.9.01 of Chapter 17.99 GHMC and the height standards contained in Section 3.14.02 of Chapter 17.99 GHMC, or, alternatively, the setback and height standards of Chapter 17.16 GHMC Section 17.16.090 GHMC, and height standards contained in the Design Manual Chapter 17.99. Exercise of this option by the property owner shall not affect the city's ability to require compliance with all other applicable codes. Exercise of this option precludes a property owner, or any subsequent property owner, from applying any of the setback and height standards contained in Chapter 17.99 on any structure or development on the site unless all existing structures or development not conforming to the setback and height standards of Chapter 17.99 are removed.

Section 12. A new Section 17.98.035 is hereby adopted, to read as follows:

**17.98.035 Design review criteria.**

All sections of this chapter or Chapter 17.99 which provide criteria for DRB design review shall be considered criteria for design review approval. Design exceptions shall be processed in accordance with the criteria and procedures set forth in GHMC 17.98.060. General and administrative variances are processed as set forth in Chapter 17.66 GHMC.

Section 13. A new Section 17.98.040 is hereby adopted, to read as follows:

**17.98.040 Design review application requirements.**

Projects which require design review in one or more of the categories listed under subsections A through E of this section shall be reviewed under one application addressing each category under review, or under a separate application for each individual category. To be considered complete, a completed application form along with required design review fees must be submitted to the city community development department. The application must identify the requested categories of design review. In addition, the following information must be submitted with applications for each category of requested design review.

A. Site Plan Review.

1. **Site Plan.** A site plan, drawn to scale no smaller than one inch equals 30 feet showing location and size of all structures, buffer areas, yards, open spaces, common areas or plazas, walkways, and vehicle areas.
  2. **Vegetation Plan.** A significant vegetation plan which accurately identifies the species, size and location of all significant vegetation within the buildable area and within five feet of all setback lines.
  3. **Landscape Plan.** A preliminary landscape plan showing the species, size and location of all significant natural vegetation to be retained.
  4. **Site Section Drawings.** Section drawings which illustrate existing and proposed grades in specified areas of concern that may be identified by the staff. Alternatively, a topographic map of the property, delineating contours, existing and proposed, at no greater than five-foot intervals and which locates existing streams, marshes and other natural features may be submitted.
  5. **Grading and Drainage Plan.** An accurate grading and drainage plan which indicates all cuts, fills and required areas of disturbance necessary to construct all retaining walls and structures.
  6. **Utilities Plan.** A utilities plan showing location of utilities in relation to landscape and buffer areas, including, but not limited to, the size and capacity of all vaults, transformers, and any on-site fixtures, structures or supports related to the utility, and the location of all lines, pipes or linear conductors or transporters, and the width of the area of disturbance required to install and maintain said utilities (utility plan must be consistent with proposed areas of nondisturbance).
- B. Landscaping and Paving Review.**
1. **Final Landscape Plan.** A final landscape plan showing type, size, species, and spacing of all retained and new vegetation.
  2. **Irrigation Plan.** Showing irrigation of all domestic vegetation.
  3. **Paving Materials.** Description of all pedestrian and vehicular paving materials. Descriptions must specify type, color and texture.
- C. Architectural Design Review.**
1. **Elevation Drawings.** Complete elevation drawings of all buildings showing all trim details, dimensions and proposed materials including roofing, siding, windows and trim.
  2. **Sign Plan.** A master sign plan or individual sign plans showing the location of signage on buildings, consistent with Chapter 17.80 GHMC.
  3. **Architectural Lighting Details.** Details on all lighting proposals which affect architectural detailing (e.g., indirect lighting), or which are for architectural enhancement.
  4. **Screening Details.** Details on how all mechanical and utility equipment will be screened.
- D. Color and Material Review.**
1. **Color Palette.** A color palette of the building's exterior including roof, siding, trim.
  2. **Material Samples.** Sample colors of all factory finished materials including roofing and masonry materials.
  3. **Fencing Details.** Color, type and specification of all fencing materials.
- E. Outdoor Lighting and Accessories Review.**
1. **Light Fixture Details.** The type, model, color, location, height, wattage and area of illumination for all outdoor light fixtures.
  2. **Accessory Details.** The type, model, color, and location of all outdoor furniture, trash receptacles and accessories.

Section 14. A new Section 17.98.050 is hereby adopted, to read as follows:

**17.98.050 Design review and project approval.**

The applicant shall choose one of the following application review paths, based upon whether or not the application strictly conforms to the specific design standards of Chapter 17.99:

A. ~~Director's Review.~~ Administrative Approval. A design review application may be processed by the director as follows:

1. The application shall be reviewed for compliance with the specific requirements of Chapter 17.99 and all other applicable codes. The director shall issue a ~~final~~ decision approving the application or portions thereof if he/she finds that the application or portions of the application satisfy the strict requirements of Chapter 17.99 design standards. The director shall not approve any application or portion thereof that does not comply with applicable codes.
2. An applicant may choose to submit an application for review by the director on a single category or multiple categories from GHMC 17.98.040. If an applicant chooses to submit fewer than all categories from GHMC 17.98.040, the director shall only provide preliminary decisions on each category. Once the city has received a complete application (~~meaning that all information has been submitted for processing of all categories listed in GHMC 17.98.040~~), for all categories from GHMC 17.98.040, the director shall issue a final decision on the entire application those portions of the application submitted for administrative approval. The preliminary decisions made by the director on each category may be different from the final decision on ~~the entire application, with regard to each category.~~
3. A notice of complete application shall not be issued until the city has received a complete application (as described in GHMC 17.98.040). A notice of application shall be issued for any complete application processed under this subsection A, as set forth in GHMC Title 19 for a Type III project permit application. The complete application shall otherwise be processed as a Type II project permit application, and a final decision shall be issued on a complete application before the deadline established in GHMC 19.05.009. If the final decision is appealed, the appeal shall be considered in an open record hearing, as described in GHMC Title 19.

B. Design Review Board Review Recommendation. A design review application may be processed for review by the design review board as follows:

1. The board shall review an application or that portion of an application which does not strictly conform to the specific requirements of Chapter 17.99 design standards under the following criteria:
  - (i) whether the alternative design presented by the application represents an equivalent or superior design solution to what would otherwise be achieved by rigidly applying specific requirements; and
  - (ii) whether the alternative design meets the intent of the general requirements of the Design Manual Chapter 17.99. The design review board shall not review or make a recommendation on any application or portion of an application that does not satisfy all other applicable codes.
2. The board's processing of an application or portion of an application under this subsection is exempt from project permit processing in GHMC Title 19. If an applicant chooses to submit an application for review by the board, it shall

submit a written waiver acknowledging that the application or portion thereof will not be processed under GHMC Title 19, except to the extent described in this subsection B.

3. If an applicant chooses to submit fewer than all categories from GHMC 17.98.040, the board shall only provide preliminary recommendations on each category. Once the city has received a complete application (~~meaning that all information has been submitted for processing of~~ for all categories listed in GHMC 17.98.040), the board shall issue a final recommendation on the entire application those portions of the application submitted for Design Review Board review. This recommendation may be different from the preliminary recommendation provided on each of the categories listed in GHMC 17.98.040 with regard to each category.

4. A notice of complete application shall be issued on the application once the city has received a complete application (as described in GHMC 17.98.040). A notice of application shall be issued for any complete application processed under this subsection, as set forth in GHMC Title 19 for a Type III project permit application.

5. An application for the board's review of a category listed in GHMC 17.98.040 or a complete application shall proceed as follows:

- a. The planning staff shall send notice of a public meeting to property owners within 300 feet of the subject property.
- b. The public meeting shall be scheduled to be held in the same manner as a public hearing, as set forth in GHMC 19.03.003.
- c. The board shall hold a public meeting on the application or the portion of the application.
- d. After the public meeting, the city staff shall draft the board's preliminary recommendation or recommendation on the application or portion thereof.
- e. Once a complete application has received a recommendation from the board, an open public hearing before the hearing examiner shall be scheduled for the application or both the application and the underlying permit application.
- f. Notice of the public hearing shall be sent as provided in GHMC 19.03.003.

Section 15. A new Section 17.98.060 is hereby adopted, to read as follows:

**17.98.060 Exceptions.**

A. Processing. An exception requested under this section shall be processed in conjunction with a design review application, and shall follow the procedures for permit processing by the board as set forth in GHMC 17.98.050(B). An exception is used in those situations in which an applicant does not provide an alternative design to the requirements of the Design Manual Chapter 17.99.

B. The requirements for a complete design exception application are:

1. Submittal of a complete design review application as set forth in GHMC 17.98.040.
2. A written statement describing the requested exception.
3. A written statement justifying the granting of the requested exception pursuant to the criteria of subsection D of this section.

C. Board Action. The board shall issue a recommendation to the hearing examiner on an exception application.

D. Criteria for Approval. All of the following circumstances must be shown to exist for approval of a design exception:

1. Special conditions and circumstances exist which render a specific requirement of the Chapter 17.99 design standards unnecessary, given the location and intended use of the proposed development;

2. The special conditions and circumstances are characteristic of the proposed general use of a site and not of a specific tenant;
3. The special conditions and circumstances are not representative of typical retail, professional office or residential type development which may be allowed within the zoning district;
4. The requested exception is based upon functional consideration rather than economic hardship, personal convenience or personal design preferences;
5. Architectural changes in the project design as a result of the exception have been sufficiently compensated by other architectural embellishments, and site plan changes as a result of the exception have been sufficiently compensated by other site amenities; and
6. The requested exception will not result in a project which is inconsistent with the intent and general scope of the Design Manual standards of Chapter 17.99.

**Section 16.** A new Section 17.98.070 is hereby adopted, to read as follows:

**17.98.070 Recommendations, decisions and appeals.**

A. The decision rendered by the director or the recommendation by the design review board shall be in writing. The design review board chair shall sign the recommendation to be forwarded to the hearing examiner.

B. The decision/recommendation shall describe the facts surrounding the application, the applicable Design Manual provisions triggered by the application, include an analysis of the facts and applicable design manual provisions to the facts, and shall include conclusions supporting the approval, denial or recommendation for approval or denial under the design manual.

C. A decision of the director may be appealed as set forth in GHMC Title 19 for a Type II project permit application. A recommendation of the design review board on an application or exception will be acted upon by the hearing examiner in an open record hearing either on the design review application or the underlying project permit application.

**Section 17.** A new Section 17.98.080 is hereby adopted, to read as follows:

**17.98.080 Design Review Decision Chart**

<b>Design Review Decision Chart</b>				
	<b>Categorical Review</b>		<b>Full Review</b>	
	<b>Admin<sup>1</sup></b>	<b>DRB<sup>2</sup></b>	<b>Admin.</b>	<b>DRB</b>
Notice of Complete Application	No	NO	Yes	Yes
Notice of Application	No	No	Yes	Yes
Public Meeting	No	Yes	No	Yes
Preliminary Recommendation	Yes	Yes	No	No



Final Recommendation	No	No	No	Yes (To HEX <sup>3</sup> )
Preliminary Decision	Yes	No	No	No
Final Decision	No	No	Yes	Yes (By HEX)
Appealable Decision	No	No	Yes (To HEX)	Yes (To Superior Court)
<sup>1</sup> DRB = Design Review Board Recommendation Option <sup>2</sup> Admin. = Administrative Approval Option <sup>3</sup> HEX = Hearing Examiner				

**Section 18.** A new Section 17.98.020 is hereby added to the Gig Harbor Municipal Code, to read as follows:

**17.98.090 Duration of Approval**

Construction on projects that receive design approval must commence within 24 months from the date of final design approval; otherwise, the approval of the project becomes null and void.

**Section 19.** Section 17.15.060 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.15.060 Maximum height of structures.**

In a PI district, all buildings and structures shall not exceed a height of 35 feet, except as provided for under Chapter 17.62 GHMC. Height restriction area, and except as provided under Section 3.3.01(1)(c) of Chapter 17.99 GHMC. (Ord. 706 § 1, 1996).

**Section 20.** Section 17.15.090 of the Gig Harbor Municipal Code is hereby amended to read as follows:

**17.15.090 Performance standards.**

In a PI district, the performance standards are as follows:

A. Exterior Mechanical Devices. Air conditioners, heating, cooling and ventilating equipment, pumps and heaters and all other mechanical devices shall be screened.

B. Landscaping. Landscaping is required and shall be installed in conformance with Chapter 17.78 GHMC and Section 2.2.01 of Chapter 17.99 GHMC and/or conditions of approval of discretionary applications required by this title, such landscaping shall be maintained in a neat manner. In no event shall such landscaped areas be used for storage of materials or parking of vehicles.

C. Outdoor Storage of Materials. The outdoor storage of materials, including but not limited to lumber, auto parts, household appliances, pipe, drums, machinery or furniture, is permitted as an incidental or accessory activity of a permitted use or the principal feature of a conditional use. Such storage shall be screened by a wall, fence, landscaping or structure from surrounding properties and streets.

D. Outdoor Lighting. ~~Within 100 feet of any residential zone or use, outdoor lighting and aerial-mounted floodlighting shall be shielded from above in such a manner that the bottom edge of the shield shall be below the light source.~~ Outdoor lighting shall conform to the provisions of Sections 2.12 and 3.10 of Chapter 17.99 GHMC. Such lighting shall be shielded so that the direct illumination shall be confined to the property boundaries of the light source. Ground-mounted floodlighting or light projection above the horizontal plane is prohibited between midnight and sunrise. Temporary outdoor lighting intended to advertise a temporary promotional event shall be exempt from this requirement.

E. Trash Receptacles. Trash receptacles shall be screened from view. Screening shall be complementary to building design and materials. (Ord. 706 § 1, 1996).

F. Design. All design and development standards contained in Chapter 17.99 GHMC are applicable in the PI district.

Section 21. Section 17.16.060 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.16.060 Development standards.**

In an R-1 district, the minimum lot requirements are as follows:

A. Minimum lot area per building site

for short plats<sup>1</sup> 12,000 sq. ft.

B. Minimum lot width<sup>1</sup> 70'

C. Minimum front yard setback<sup>2</sup> 25'

D. Minimum rear yard setback<sup>2</sup> 30'

E. Minimum side yard setback<sup>2</sup> 8'

F. Maximum impervious lot coverage 40%

G. Minimum street frontage 20'

H. Maximum density<sup>3</sup> 3 dwelling

units/acre

<sup>1</sup>A minimum lot area is not specified for subdivisions of five or more lots. The minimum lot width shall be 0.7 percent of the lot area, in lineal feet.

<sup>2</sup>~~In the case of a corner lot, the owner of such lot may elect any property line abutting on a street as the front property line; provided, such choice does not impair corner vision clearance for vehicles and shall not be detrimental to adjacent properties as determined by the planning and public works directors. The other property line abutting a street shall be deemed the side property line. An undersized lot or parcel shall qualify as a building site if such lot is a lot of record.~~

As defined in Section 2.6 and 2.9 of Chapter 17.99 GHMC

<sup>3</sup>A maximum density of up to four dwelling units per acre may be permitted within a planned residential development, pursuant

to Chapter 17.89 GHMC. (Ord. 710 § 6, 1996; Ord. 573 § 2, 1990. Formerly 17.16.070).

Section 22. Section 17.16.070 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.16.070 Maximum height of structures.**

In an R-1 district, all buildings and structures shall not exceed 35 feet except as provided for under Chapter 17.62 GHMC, Height restriction area, and as provided under Sections 3.3.01(1)(c), 3.14.02(1)(b) and 3.14.02(2) of Chapter 17.99 GHMC. (Ord. 710 § 7, 1996; Ord. 573 § 2, 1990.

Formerly 17.16.070).

Section 23. A new Section 17.16.090 is hereby added to the Gig Harbor Municipal Code, to read as follows:

**17.16.090 Alternative setback and height standards for R-1 District within Historic District.**  
In an R-1 district located within the historic district, the following alternative setback and height provisions may be applied in lieu of the height and setback standards contained in Chapter 17.99:  
A. Minimum front yard setback 25'  
B. Minimum rear yard setback 30'  
C. Minimum side yard setback 8'  
D. Maximum building height, 16 feet above the highest point of natural grade as measured along or within the building footprint.

Section 24. Section 17.16.090 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.16.90 Design of structures.**  
All structures shall conform to the design standards for single-family dwellings as defined in Section 3.13 and 3.14 of Chapter 17.99 GHMC, as well as all other provisions of Chapter 17.99 applicable to single family development.

Section 25. Section 17.17.040 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.17.040 Performance standards.**  
A. Density. Maximum base density is four dwelling units per gross acre. Additional density may be allowed using either of the following options:  
1. Bonus Density Option. A bonus density of up to 30 percent over the base may be permitted, based upon the following allocations:  
a. Thirty percent of the development site is common open space, which must be contiguous or larger than one acre in area (plus five percent).  
b. A pedestrian trail system is provided within the common open space area, consistent with the adopted trails plan per the land use map (plus 10 percent).  
c. A minimum 35 percent of the required common open space is improved as an active recreational area (plus 10 percent). Active recreational areas shall include, but not be limited to:  
i. Clearly defined athletic fields and/or activity courts.  
ii. Recreation center or community facility.  
d. Additional common open space is provided between the development and adjacent residential zones, uses or developments (plus five percent bonus maximum at a ratio of one percent density bonus per five percent open space increase).  
2. Density Credit Transfers. A transfer of density credits may be applied from one residential district within the PCD district to the RLD district up to a maximum of seven dwelling units per acre. Density credit transfers shall be as provided for in the density credit transfer section, in

Chapter 17.59 GHMC. Density credit transfers may be used in conjunction with bonus density options to achieve the maximum allowable density of seven dwelling units per acre.

B. General.

1. Maximum density is four dwelling units per structure in attached single-family dwellings.
  2. Each unit must have individual private yards or courts enclosed by a wall, berm or dense landscaping.
  3. Private easements shall be required for all zero lot line developments to facilitate access from the adjoining lot for necessary maintenance and repair activities.
  4. Minimum yards (from the property line):
    - a. ~~Front, 15 feet.~~
    - b. ~~Side, five feet. At least 20 feet is required on the opposite side of a lot having a zero lot line.~~
    - c. ~~Rear, 15 feet. As defined in Section 2.6 of Chapter 17.99.~~
  5. Minimum Lot Area. The minimum lot size is 10,000 square feet for divisions of land of four or less lots. A minimum parcel size is not specified for divisions of land of five or more lots.
  6. Minimum Lot Width. Minimum lot width is 0.7 percent of the lot area, in lineal feet.
  7. Maximum Height. The maximum height is 35 feet.
  8. Maximum lot area coverage: Forty-five percent, excluding residential driveways, private walkways and similar impervious surfaces.
  9. Landscaping. Landscaping shall comply with the requirements of Chapter 17.78 GHMC.
  10. Design. ~~All residential structures of four or more attached dwelling units and all nonresidential structures shall comply with the standards of the city of Gig Harbor design manual.~~ single-family structures, attached or detached, shall comply with the design standards defined in Section 3.13 of Chapter 17.99.
  11. Circulation/Roads/Streets. Residential development which provides pedestrian linkages to and within common open space trails systems may be waived from the provisions of public sidewalks curbs and gutters within the residential development, in whole or in part, upon approval of the public works director.
  12. Signage. Signage must comply with the requirements of Chapter 17.80 GHMC. (Ord. 747 § 1, 1997).
- C. Design. Development in the PCD-RLD district shall conform to the design and development standards contained in Chapter 17.99 GHMC.

Section 26. Section 17.20.060 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.20.060 Maximum height of structures.**

In an R-2 district, all buildings and structures shall not exceed 35 feet, except as provided for under Chapter 17.62 GHMC, Height restriction area and as provided for under Section 3.3.01(1)(c), 3.14.02(1)(b) and 3.14.02(2) of Chapter 17.99 GHMC. (Ord. 710 § 14, 1996; Ord. 573 § 2, 1990).

Section 27. A new Section 17.20.070 is hereby added to the Gig Harbor Municipal Code, to read as follows:

**17.20.70 Design.**

All structures shall conform to the design standards defined for single-family dwellings as provided in Section 3.13 of Chapter 17.99 GHMC. Non-residential development shall conform to all non-residential design standards defined in Chapter 17.99.

**Section 28.** Section 17.21.040 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.21.040 Performance standards.**

A. Density. The minimum base density is eight dwelling units per acre. Additional density may be allowed using either of the following options:

1. Bonus Density Option. A bonus density of up to 30 percent over the base may be permitted, based upon the following allocations:

- a. Thirty percent of the development site is common open space, which must be contiguous or greater than larger than one acre in area (plus five percent).
- b. A pedestrian trail system is provided within the common open space area, consistent with the adopted trails plan per the land use map (plus 10 percent).
- c. A minimum 35 percent of the required common open space is improved as an active recreational area (plus 10 percent). Active recreational areas shall include, but not be limited to:

i. Clearly defined athletic fields

and/or activity courts.

ii. Recreation center or community facility.

d. Additional common open space is provided between the development and adjacent residential zones, uses or developments (plus five percent bonus maximum at a ratio of one percent density bonus per five percent open space increase).

2. Density Credit Transfers. A transfer of density credits may be applied from one residential district within the PCD to the residential medium district up to a maximum of 16 dwelling units per acre. Density credit transfers shall be as provided for in the density credit transfer section, in Chapter 17.59 GHMC. Density credit transfers may be used in conjunction with bonus density options to achieve the maximum allowable density of 16 dwelling units per acre.

B. General.

1. Single-family attached dwelling units must have individual private yards or courts enclosed by a wall, berm or dense landscaping. Easements shall be required for all zero lot line developments to facilitate access from the adjoining lot for necessary maintenance and repair activities.

2. Minimum yards (from the property line):

Multi-family or multiple units of single family on one parcel:

a. Front, 10 feet.

b. Side, 30 feet.

c. Rear, 30 feet.

Single-family on individual parcels:

As defined in Section 2.6 of Chapter 17.99 GHMC.

3. Maximum Height. The maximum height

is 45 feet, except as provided under Section 3.3.01(1)(c) of Chapter 17.99 GHMC.

4. Maximum lot area coverage: Sixty-five

percent, excluding driveways, private walkways and similar impervious surfaces.

5. Landscaping. Landscaping shall comply

with the requirements of Chapter 17.78 GHMC and Section 2.2.01 of Chapter 17.99 GHMC.

6. Circulation/Roads/Streets. Residential development which provides pedestrian linkages to and within common open space trails systems may be waived from the requirements in the city's public works standards for public sidewalks, curbs and gutters within the residential development, in whole or in part, upon approval of the public works director.

7. Design. All residential structures of four or more attached dwelling units and all nonresidential structures development shall comply with the standards of the city of Gig Harbor design manual Chapter 17.99 GHMC.

8. Signage. Signage must comply with the requirements of Chapter 17.80 GHMC. (Ord. 747 § 2, 1997).

Section 29. Section 17.24.060 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.24.060 Maximum height of structures.** In an R-3 district, all buildings and structures shall not exceed 35 feet in height except as provided for under Chapter 17.62 GHMC, Height restriction area and as provided under Sections 3.14.02(1)(b) and 3.14.02(2) of Chapter 17.99 GHMC. (Ord. 710 § 18, 1996; Ord. 573 § 2, 1990).

Section 30. A new Section 17.24.070 is hereby added to the Gig Harbor Municipal Code, to read as follows:

**17.24.070 Design.**

All single-family and duplex structures shall conform to the design standards defined for single-family development in Chapter 17.99 GHMC. All multifamily and non-residential development shall conform to all applicable design standards of Chapter 17.99 GHMC.

Section 31. Section 17.28.050 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.28.050 Minimum development standards.**

In an RB-1 district, the minimum lot requirements are as follows:

	Residential	Nonresidential
A. Minimum lot area (sq. ft.)	12,000	15,000
B. Minimum lot width	70'	70'
C. Minimum front yard setback <sup>1</sup>	20'	20'
D. Minimum rear yard setback <sup>1</sup>	25'	15'
E. Minimum side yard setback <sup>1</sup>	7'	10'
F. Maximum impervious lot coverage	50%	60%
G. Minimum street frontage	20'	50'
H. Maximum density 3 dwelling units/acre		
I. Maximum gross floor area N/A 5,000 sq. ft. per lot		

<sup>1</sup>If the RB-1 district is located in the Historic District defined in Chapter 17.99 GHMC, the setbacks defined in Sections 2.8 and 2.9 of Chapter 17.99 shall apply. Single family dwellings in any RB-1 district outside the historic district are subject to the setback standards of Section 2.6 of Chapter 17.99 GHMC.

J. Any yard abutting a single-family residence shall be required to maintain a 30-foot-wide dense vegetated screen. (Ord. 716 § 3, 1996; Ord. 710 § 21, 1996; Ord. 601 § 1, 1991; Ord. 573 § 2, 1990).

Section 32. Section 17.28.060 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.28.060 Maximum height of structures.** In an RB-1 district, all buildings and structures shall not exceed 35 feet in height except as provided for under Chapter 17.62 GHMC, Height restriction area and as provided under Sections 3.3.01(1)(c), 3.14.02(1)(b), and 3.14.02(2) of Chapter 17.99 GHMC. (Ord. 710 § 22, 1996; Ord. 573 § 2, 1990).

Section 33. Section 17.28.085 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.28.085 Design.**

Development in the RB-1 district shall conform to the design and development standards contained in Chapter 17.99 GHMC.

Section 34. Section 17.28.090 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.28.090 Performance standards.**

In an RB-1 district, the performance standards are as follows:

- A. Exterior Mechanical Devices. Air conditioners, heating, cooling and ventilating equipment, pumps and heaters and all other mechanical devices shall be screened.
- B. Landscaping. Landscaping is required and shall be installed in conformance with Chapter 17.78 GHMC and Section 2.2.01 of Chapter 17.99 GHMC, and/or conditions of approval of discretionary applications required by this title, such landscaping shall be maintained in a neat manner. In no event shall such landscaped areas be used for storage of materials or parking of vehicles.
- C. Outdoor Storage of Materials. The outdoor storage of materials, including but not limited to lumber, auto parts, household appliances, pipe, drums, machinery or furniture, is permitted as an incidental or accessory activity of a permitted use or the principal feature of a conditional use. Such storage shall be screened by a wall, fence, landscaping or structure from surrounding properties and streets.
- D. Outdoor Lighting. ~~Within 100 feet of any residential zone or use, outdoor lighting and aerial mounted floodlighting shall be shielded from above in such a manner that the bottom edge of the shield shall be below the light source.~~ Outdoor lighting shall conform to the standards of Sections 2.12 and 3.10 of Chapter 17.99 GHMC. Such lighting shall be shielded so that the direct illumination shall be confined to the property boundaries of the light source. Ground-mounted floodlighting or light projection above the horizontal plane is prohibited between midnight and sunrise. ~~Temporary outdoor lighting intended to advertise a temporary promotional event shall be exempt from this requirement.~~
- E. Trash Receptacles. Trash receptacles shall be screened from view. Screening shall be complementary to building design and materials. (Ord.
- F. Design. Development in the RB-1 district shall conform to the design and development standards contained in Chapter 17.99 GHMC.

Section 35. Section 17.30.070 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.30.070 Maximum building height.**

In an RB-2 district, all buildings and structures shall not exceed 35 feet except as provided for under Chapter 17.62 GHMC, Height restriction area and as provided under Sections 3.3.01(1)(c), 3.14.02(1)(b), and 3.14.02(2) of Chapter 17.99 GHMC. (Ord. 710 § 27, 1996; Ord. 554 § 1G,1989).

Section 36. Section 17.30.110 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.30.110 Performance standards.**

In an RB-2 district, performance standards are as follows:

A. Exterior Mechanical Devices. Air conditioners, heating, cooling and ventilating equipment, pumps and heaters and all other mechanical devices shall be screened.

B. Landscaping. Landscaping is required and shall be installed in conformance with Chapter 17.78 GHMC and as provided under Section 2.2.01 of Chapter 17.99 GHMC and/or by conditions of approval of discretionary applications required by this title; such landscaping shall be maintained in a neat manner. In no event shall such landscaped areas be used for storage of materials or parking of vehicles.

C. Outdoor Storage of Materials. The outdoor storage of materials, including but not limited to lumber, auto parts, household appliances, pipe, drums, machinery or furniture, is permitted as an incidental or accessory activity of a permitted use or the principal feature of a conditional use. Such storage shall be screened by a wall, fence, landscaping or structure from surrounding properties and streets.

D. Outdoor Lighting. ~~Within 100 feet of any residential zone or use, outdoor lighting and aerial mounted floodlighting shall be shielded from above in such a manner that the bottom edge of the shield shall be below the light source.~~ Outdoor lighting shall conform to the standards of Sections 2.12 and 3.10 of Chapter 17.99 GHMC. Such lighting shall be shielded so that the direct illumination shall be confined to the property boundaries of the light source. Ground-mounted floodlighting or light projection above the horizontal plane is prohibited between midnight and sunrise. Temporary outdoor lighting intended to advertise a temporary promotional event shall be exempt from this requirement.

E. Trash Receptacles. Trash receptacles shall be screened from view. Screening shall be complementary to building design and materials. (Ord. 710 § 28, 1996; Ord. 554 § 1K, 1989).

F. Design. Development in the RB-2 district shall conform to the design and development standards contained in Chapter 17.99 GHMC.

Section 37. Section 17.31.060 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.31.060 Minimum building setback requirements.**

In a DB district, ~~there are no minimum requirements for front, side and rear building setbacks. Setback dimensions may be determined as part of the site plan reviews of Chapter 17.96 GHMC~~ the setbacks defined in Sections 2.8 and 2.9 of Chapter 17.99 GHMC apply; provided, however,



that where a DB district abuts a residential district, a building setback shall be ~~required as specified below~~ 20 feet minimum, and the space so created shall be landscaped to screen the commercial uses from the abutting residential district. ~~Such building setbacks shall be a minimum of 20 feet.~~ (Ord. 573 § 2, 1990).

Section 38. Section 17.31.080 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.31.080 Maximum height of structures.**

In the DB district, ~~all buildings and structures shall have a maximum height of 16 feet.~~ (Ord. 710 § 29, 1996; Ord. 573 § 2, 1990). the height provisions of Section 3.14.02 in Chapter 17.99 GHMC apply.

Section 39. Section 17.31.110 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.31.110 Performance standards.**

In a DB district, performance standards are as follows:

- A. Exterior Mechanical Devices. Air conditioners, heating, cooling and ventilating equipment, pumps and heaters and all other mechanical devices shall be screened.
- B. Landscaping. Landscaping is required and shall be installed in conformance with Chapter 17.78 GHMC and Section 2.2.01 of Chapter 17.99 GHMC ~~by this title~~ and/or conditions of approval of discretionary applications required by this title, such landscaping shall be maintained in a neat manner. In no event shall such landscaped areas be used for storage of materials or parking of vehicles.
- C. Outdoor Storage of Materials. The outdoor storage of materials, including but not limited to lumber, auto parts, household appliances, pipe, drums, machinery or furniture, is permitted as an incidental or accessory activity of a permitted use or the principal feature of a conditional use. Such storage shall be screened by a wall, fence, landscaping or structure from surrounding properties and streets
- D. Outdoor Display of Merchandise. The outdoor display of merchandise is limited to the area immediately along the building frontage a maximum distance of 12 feet from the building. Outdoor displays of merchandise on public sidewalks or rights-of-way shall be regulated per Chapter 12.02 GHMC.
- E. Outdoor Lighting. ~~Within 100 feet of any residential zone or use, outdoor lighting and aerial mounted floodlighting shall be shielded from above in such a manner that the bottom edge of the shield shall be below the light source.~~ Outdoor lighting shall conform to the standards of Section 2.12 and 3.10 of Chapter 17.99 GHMC. Such lighting shall be shielded so that the direct illumination shall be confined to the property boundaries of the light source. Ground-mounted floodlighting or light projection above the horizontal plane is prohibited between midnight and sunrise. Temporary outdoor lighting intended to advertise a temporary promotional event shall be exempt from this requirement.
- F. Trash Receptacles. Trash receptacles shall be screened from view. Screening shall be complementary to building design and materials. (Ord. 710 § 30, 1996; Ord. 573 § 2, 1990).
- G. Design. Development in the DB district shall conform to the design and development standards contained in Chapter 17.99 GHMC.

Section 40. Section 17.32.033 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.32.033 General standards.**

The following general standards shall apply:

- A. Minimum lot area: 5,000 sq. ft.
- B. Minimum lot width: 50 feet
- C. Minimum front yard<sup>1</sup>: 20 feet
- D. Minimum side yard<sup>1</sup>: 10 feet
- E. Minimum rear yard<sup>1</sup>: 25 feet
- F. Maximum site impervious coverage: 80%
- G. Maximum residential density: 4 dwelling units per acre (Ord. 710 § 34, 1996).

<sup>1</sup>If the B-1 district is located in the Historic District defined in Chapter 17.99 GHMC, the setbacks defined in Sections 2.8 and 2.9 of Chapter 17.99 shall apply.

Section 41. Section 17.32.050 of the Gig Harbor Municipal Code is hereby repealed.

Section 42. A new Section 17.32.050 is hereby adopted, to read as follows:

**17.32.050 Design.**

Development in the B-1 district shall conform to the design and development standards contained in Chapter 17.99 GHMC.

Section 43. Section 17.32.080 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.32.080 Building height.**

~~Building height regulations shall be the same as those provided in GHMC 17.16.080. (Ord. 231, 1976; Ord. 109A § 7.7, 1968). In a B-1 district, all buildings and structures shall not exceed a height of 35 feet, except as provided for under Chapter 17.62 GHMC, Height restriction area, and as provided for under Sections 3.3.01(1)(c), 3.14.02(1)(b) and 3.14.02(2) of Chapter 17.99 GHMC.~~

Section 44. A new Section 17.32.100 is hereby added to the Gig Harbor Municipal Code, to read as follows:

**17.32.110 Outdoor lighting.**

Outdoor lighting shall conform to the standards of Sections 2.12 and 3.10 of Chapter 17.99 GHMC. Such lighting shall be shielded so that direct illumination shall be confined to the property boundaries of the light source. Ground-mounted flood lighting or light projection above the horizontal plane is prohibited between midnight and sunrise.

Section 45. A new Section 17.32.120 is hereby added to the Gig Harbor Municipal Code, to read as follows:

**17.32.120 Landscaping.**

Landscaping is required and shall be installed in conformance with Chapter 17.78 GHMC and Section 2.2.01 of Chapter 17.99 GHMC and/or by conditions of approval of discretionary applications required by this title; such landscaping shall be maintained for the life of the project. In no event shall such landscaped areas be used for storage of materials, merchandise or parking of vehicles.

Section 46. Section 17.36.060 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.36.060 Minimum building setback requirements.**

- A. Front yard, 20 feet<sup>1</sup>;
- B. Rear yard, 20 feet<sup>1</sup>;
- C. Side Yard<sup>1</sup>.
  - 1. Interior yards, 5 feet,
  - 2. Flanking street, 10 feet;
- D. Separation between structures, 20 feet;
- E. Any yard abutting residential development, 30 feet with dense vegetative screening. (Ord. 710 § 40, 1996; Ord. 573 § 2, 1990).

<sup>1</sup> If the B-2 district is located in the Historic District as defined in Chapter 17.99 GHMC, the setbacks defined in Sections 2.8 and 2.9 of Chapter 17.99 shall apply.

Section 47. Section 17.36.080 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.36.080 Maximum height of structures.**

In a B-2 district, all buildings and structures shall not exceed a height of 35 feet, except as provided for under Chapter 17.62 GHMC, Height restriction area, and as provided under Sections 3.3.01(1)(c), 3.14.02(1)(b), and 3.14.02(2) of Chapter 17.99 GHMC. (Ord. 710 § 41, 1996; Ord. 573 § 2, 1990).

Section 48. Section 17.36.120 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.36.120 Performance standards.**

In a B-2 district, performance standards are as follows:

- A. Exterior Mechanical Devices. Air conditioners, heating, cooling and ventilating equipment, pumps and heaters and all other mechanical devices shall be screened.
- B. Landscaping. Landscaping is required and shall be installed in conformance with Chapter 17.78 GHMC and Section 2.2.01 of Chapter 17.99 GHMC and/or by conditions of approval of discretionary applications required by this title; such landscaping shall be maintained for the life

of the project. In no event shall such landscaped areas be used for storage of materials, merchandise or parking of vehicles.

C. **Outdoor Storage of Materials.** The outdoor storage of materials, including but not limited to lumber, auto parts, household appliances, pipe, drums, machinery or furniture, is permitted as an incidental or accessory activity of a permitted use or the principal feature of a conditional use. Such storage shall be screened by a wall, fence, landscaping or structure from surrounding properties and streets.

D. **Outdoor Display of Merchandise.** The outdoor display of merchandise is limited to the area immediately along the building frontage a maximum distance of 12 feet from the building. Outdoor displays of merchandise on public right-of-way or sidewalks shall be regulated under the provisions of Chapter 12.02 GHMC.

E. **Outdoor Lighting.** ~~Within 100 feet of any residential zone or use, outdoor lighting and aerial mounted floodlighting shall be shielded from above in such a manner that the bottom edge of the shield shall be below the light source.~~ Outdoor lighting shall conform to the standards of Sections 2.12 and 3.10 of Chapter 17.99 GHMC. Such lighting shall be shielded so that the direct illumination shall be confined to the property boundaries of the light source. Ground-mounted floodlighting or light projection above the horizontal plane is prohibited between midnight and sunrise. Temporary outdoor lighting intended to advertise a temporary promotional event shall be exempt from this requirement.

F. **Trash Receptacles.** Trash receptacles shall be screened from view. Screening shall be complementary to building design and materials. (Ord. 710 § 42, 1996; Ord. 573 § 2, 1990).

G. **Design.** Development in the B-2 district shall conform to the design and development standards contained in Chapter 17.99 GHMC.

Section 49. Section 17.40.080 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.40.080 Minimum building setback requirements.**

In a C-1 district, there are no minimum requirements for front, side and rear building setbacks, except that C-1 districts located in the historic district defined in Chapter 17.99 GHMC are subject to the setbacks defined in Sections 2.8 and 2.9 of Chapter 17.99 GHMC. ~~Outside the historic district, setback~~ Setback dimensions shall be determined as part of the site plan reviews of Chapter 17.96 GHMC. Where a C-1 district abuts a residential district, the minimum yard shall be 30 feet with a dense vegetative screen located on the commercial property. The minimum separation between commercial structures on the same site shall be 20 feet. (Ord. 710 § 49, 1996; Ord. 573 § 2, 1990).

Section 50. Section 17.40.100 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.40.100 Maximum height of structures.** In a C-1 district, all buildings and structures shall not exceed a height of 35 feet, except as provided for under Chapter 17.62 GHMC, Height restriction area, and as provided under Sections 3.3.01(1)(c), 3.14.02(1)(b) and 3.14.02(2) of Chapter 17.99 GHMC. (Ord. 710 § 50, 1996; Ord. 573 § 2, 1990).

Section 51. Section 17.40.120 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.40.120 Performance standards.**

In a C-1 district, performance standards are as follows:

A. Exterior Mechanical Devices. Air conditioners, heating, cooling and ventilating equipment, pumps and heaters and all other mechanical devices shall be screened.

B. Landscaping. Landscaping is required and shall be installed in conformance with Chapter 17.78 GHMC and Section 2.2.01 of Chapter 17.99 GHMC and/or by conditions of approval of discretionary applications required by this title; such landscaping shall be maintained in a neat manner. In no event shall such landscaped areas be used for storage of materials or parking of vehicles.

C. Outdoor Storage of Materials. The outdoor storage of materials, including but not limited to lumber, auto parts, household appliances, pipe, drums, machinery or furniture, is permitted as an incidental or accessory activity of a permitted use or the principal feature of a conditional use. Such storage shall be screened by a wall, fence, landscaping or structure from surrounding properties and streets.

D. Outdoor Lighting. ~~Within 100 feet of any residential zone or use, outdoor lighting and aerial mounted floodlighting shall be shielded from above in such a manner that the bottom edge of the shield shall be below the light source.~~ Outdoor lighting shall conform to the standards of Sections 2.12 and 3.10 of Chapter 17.99 GHMC. Such lighting shall be shielded so that the direct illumination shall be confined to the property boundaries of the light source. Ground mounted floodlighting or light projection above the horizontal plane is prohibited between midnight and sunrise. Temporary outdoor lighting intended to advertise a temporary promotional event shall be exempt from this requirement.

E. Trash Receptacles. Trash receptacles shall be screened from view. Screening shall be complementary to building design and materials. (Ord. 573 § 2, 1990).

F. Design. Development in the C-1 district shall conform to the design and development standards contained in Chapter 17.99 GHMC.

Section 52. Section 17.41.030 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.41.030 Performance standards.**

A. Yard Requirements. The following minimums (in feet) apply:

	Contiguous Parcel Situation	Lot Width	Front Side	Rear	Street Frontage
Commercial/Commercial/Commercial/Residential	75	20	05	20	20
	75	20	30	30	20

B. Landscaping. ~~All uses shall conform to the landscaping requirements established in Chapter 17.78 GHMC.~~ All required yards developed parcels shall be landscaped in accordance with the landscaping requirements of Chapter 17.78 GHMC and Section 2.2.01 of Chapter 17.99 GHMC.

C. Lot Area. There is no minimum lot area for this district.

D. Height. Structures within 100 feet of a residential low density zone shall not exceed 35 feet in height, except as provided under Section 3.3.01(1)(c) of Chapter 17.99. Structures within 100 feet of a residential medium density zone shall not exceed 45 feet in height. The building height shall be determined as defined in GHMC 17.04.160. The maximum building height shall also be

- limited by the city building and fire codes. Definitions within the city building and fire codes shall be used to determine height for compliance with the applicable building and fire code.
- E. Lot Coverage. There is no maximum lot area coverage except as needed to meet setback, open space and landscaping requirements.
- F. Off-Street Parking. Off-street parking and loading areas meeting the requirements of Chapter 17.72 GHMC shall be provided.
- G. Exterior Mechanical Devices. All HVAC equipment, pumps, heaters and other mechanical devices shall be screened from view from all public right-of-way.
- H. Outdoor Storage of Materials. Outdoor storage of materials and supplies, except for authorized sales displays, shall be completely screened from adjacent properties and public right-of-way.
- I. Outdoor Lighting. ~~Within 100 feet of any residential use or zone, outdoor lighting and aerial mounted floodlighting shall be shielded from above in such a manner so that the bottom edge of the light shield shall be below the light source.~~ Outdoor lighting shall conform to the standards of Sections 2.12 and 3.10 of Chapter 17.99 GHMC. Such lighting shall be shielded so that direct illumination shall be confined to the property boundaries of the light source. Ground mounted floodlighting or light projection above the horizontal plane is prohibited between midnight and sunrise. Temporary outdoor lighting intended to advertise a temporary promotional event shall be exempt from this requirement.
- J. Trash Receptacles. Trash receptacles shall be screened from view. Screening shall be complementary to building design and materials.
- K. Design. All residential structures of four or more attached dwelling units and all nonresidential structures shall comply with the standards of the city of Gig Harbor design manual.
- L. Signage. Signage must comply with the requirements of Chapter 17.80 GHMC. (Ord. 747 § 3, 1997).

Section 53. Section 17.45.040 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.45.040 Performance standards.**

All uses in the employment district shall be regulated by the following performance standards:

- A. Setbacks. No structure shall be closer than 0 feet to any residential zone or development or closer than 20 feet to any street or property line. Parking shall not be located any closer than 35 feet adjacent to a residential zone or development, or any closer than five feet to any interior lot.
- B. Open Space. A minimum of 15 percent of the site, excluding setbacks, shall remain in open space, with either retained natural vegetation or new landscaping.
- C. Landscaping. ~~All uses shall conform to the landscaping requirements established in Chapter 17.78 GHMC.~~ All required yards developed sites shall be landscaped in accordance with the landscaping requirements of Chapter 17.78 GHMC and Section 2.2.01 of Chapter 17.99 GHMC. Yards adjacent to residential zones or development shall include a 35-foot-wide dense vegetative screen.
- D. Lot Area. There is no minimum lot area for this district.
- E. Height. The maximum height of a building shall not exceed 35 feet, except as permitted under Section 3.3.01(1)(c) of Chapter 17.99 GHMC.
- F. Lot Coverage. There is no maximum lot area coverage except as needed to meet setback, open space and landscaping requirements.
- G. Off-Street Parking. Off-street parking and loading areas meeting the requirements of Chapter 17.72 GHMC shall be provided.
- H. Exterior Mechanical Devices. All HVAC equipment, pumps, heaters and other mechanical/ electrical devices shall be screened from view from all public right-of-way.

- I. Outdoor Storage of Materials. Outdoor storage of materials and supplies, except for authorized sales displays, shall be completely screened from adjacent properties and public right-of way.
- J. Outdoor Lighting. ~~Within 100 feet of any residential use or zone, outdoor lighting and aerial-mounted floodlighting shall be shielded from above in such a manner so that the bottom edge of the light shield shall be below the light source.~~ Outdoor lighting shall conform to the standards of Section 2.12 and 3.10 of Chapter 17.99 GHMC. Such lighting shall be shielded so that direct illumination shall be confined to the property boundaries of the light source. Outdoor lighting shall be shielded so as not be directly visible from SR-16. Ground-mounted floodlighting or light projection above the horizontal plane is prohibited between midnight and sunrise. ~~Temporary outdoor lighting intended to advertise a temporary promotional event shall be exempt from this requirement.~~
- K. Trash Receptacles. Trash receptacles shall be screened from view. Screening shall be complementary to building design and materials.
- L. Design. ~~The requirements of the city of Gig Harbor design guidelines manual shall apply to all development, as required. (Ord. 753 § 2, 1997; Ord. 707 § 1, 1996).~~ Development in the ED district shall conform to the design and development standards contained in Chapter 17.99 GHMC.

Section 54. Section 17.46.040 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.46.040 Development standards.**

A minimum lot area for new subdivisions is not specified. The minimum lot requirements are as follows:

	Single- Family	Duplex	Nonresidential
A. Minimum lot area (sq. ft.) <sup>1</sup>	7,000	14,000	12,000
B. Minimum lot width	70'	50'	50'
C. Minimum front yard <sup>2</sup>	20'	20'	20'
D. Minimum side yard	10'	10'	10'
E. Minimum rear yard	25'	25'	25'
<u>C. Minimum front yard<sup>2</sup></u>			
<u>D. Minimum side yard<sup>2</sup></u>			
<u>E. Minimum rear yard<sup>2</sup></u>			

F. Minimum yard abutting tidelands 0' 0' 0'

G. Maximum site impervious coverage 40% 45% 50%

H. Maximum density<sup>3</sup> 3 dwelling units per acre

<sup>1</sup>An undersized lot or parcel shall qualify as a building site if such lot is a lot of record.

~~<sup>2</sup>In the case of a corner lot, the owner of such lot may elect any property line abutting on a street as the front property line, provided such choice does not impair corner vision clearance for vehicles and shall not be detrimental to adjacent properties as determined by the planning and public works directors.~~

~~<sup>2</sup>The setbacks of Section 2.8 and 2.9 of Chapter 17.99 GHMC are applicable in the WR district.~~

~~<sup>3</sup>Density bonus of up to 30 percent may be granted subject to the requirements of Chapter 17.89 GHMC, Planned residential district. (Ord. 725 § 3, 1996; Ord. 710 § 52, 1996; Ord. 598 § 3, 1991; Ord. 573 § 2, 1990).~~

Section 55. Section 17.46.060 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.46.060 Maximum height of structures.** In a WR district, all buildings and structures shall not exceed a height of 35 feet, except as provided for under Chapter 17.62 GHMC. (Ord. 710 § 53,

1996; Ord. 573 § 2, 1990) ~~the height limits defined in Section 3.14.02(1)(b) of Chapter 17.99 GHMC.~~

**Section 56.** A new Section 17.46.090 is hereby added to the Gig Harbor Municipal Code, to read as follows:

**17.46.090 Design.**

All development in the WR district shall conform to the design and development standards contained in Chapter 17.99 GHMC. Two-family dwellings (duplexes) shall conform to the design standards defined for single-family development in Chapter 17.99 GHMC.

**Section 57.** Section 17.48.040 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.48.040 Development standards.**

A minimum lot area for new subdivisions is not specified. The minimum development standards are as follows:

	Single-Family Dwelling	Attached up to 4 units	Non-residential
A. Minimum lot area (sq. ft.)	1 6,000	6,000/unit	15,000
B. Minimum lot width	50'	100'	100'
C. Minimum front yard <sup>2</sup>	20'	20'	20'
D. Minimum side yard	8'	10'	10'
E. Minimum rear yard	25'	25'	25'

**C. Minimum front yard<sup>2</sup>**

**D. Minimum side yard<sup>2</sup>**

**E. Minimum rear yard<sup>2</sup>**

F. Minimum yard abutting tidelands 0' 0' 0'

G. Maximum site impervious coverage 50% 55% 70%

H. Maximum density<sup>3</sup> 3.5 dwelling units per acre

I. Maximum gross floor area N/A N/A 3,500 sq. ft. per lot

<sup>1</sup>An undersized lot or parcel shall qualify as a building site if such lot is a lot of record.

~~in the case of a corner lot, the owner of such lot may elect any property line abutting on a street as the front property line, provided such choice does not impair corner vision clearance for vehicles and shall not be detrimental to adjacent properties in the opinion of the planning and public works directors.~~

<sup>2</sup>The setbacks of Section 2.8 and 2.9 of Chapter 17.99 GHMC are applicable in the WM district.

<sup>3</sup>Density bonus of up to 30 percent may be granted subject to the requirements of Chapter 17.89 GHMC (Planned residential district). (Ord. 725 § 4, 1996; Ord. 716 § 4, 1996; Ord. 710 § 54, 1996; Ord. 598 § 2, 1991).

**Section 58.** Section 17.48.060 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.48.060 Height.**

~~A. Structures shall not exceed 16 feet in height. Additional height increase of up to eight feet maximum may be permitted for each structure if one additional waterview and one access opportunity are provided per structure per lot and the following criteria are met:~~

~~1. The structure shall not exceed two stories~~



or floors in height.

2. Each story or floor shall be less than or equal to 10 feet in height as measured from the top of the first floor to the top of the second floor.

3. There shall be no occupancy of the attic space.

4. The pitch of the roof shall have a minimum slope of 2:1 (6:12 pitch) and a maximum slope of 1:1 (12:12 pitch).

5. The proposal is reviewed in accordance with the site plan review criteria and procedure as established in Chapter 17.96 GHMC.

B. The two waterview/access opportunities are in addition to the waterview/access opportunities provided for increased impervious coverage, pursuant to GHMC 17.48.090(E). (Ord. 710 § 55, 1996; Ord. 598 § 2, 1991). In the WM district, buildings and structures shall not exceed the height limits defined in Sections 3.14.02(1)(b) and 3.14.02(2) of Chapter 17.99 GHMC

Section 59. Section 17.48.090 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.48.090 Performance standards. .**

A. Exterior Mechanical Devices. Air conditioners, heating, cooling, ventilating equipment, pumps and heaters and all other mechanical devices shall be screened.

B. Landscaping is required and shall be installed in conformance with Chapter 17.78 GHMC and Section 2.2.01 of Chapter 17.99 GHMC by this title and/or by conditions of approval of discretionary applications required by his title, such landscaping shall be maintained in a neat manner. In no event shall such landscaped areas be used for storage of materials or parking of vehicles.

C. Outdoor Storage of Materials. The outdoor storage of materials, including but not limited to lumber, auto parts, household appliances, pipe, drums, machinery or furniture is permitted as an incidental or accessory activity of a permitted use or the principal feature of a conditional use. Such storage shall be screened by a wall, fence, landscaping or structure from surrounding properties and streets. Fishing-related equipment is exempt from this standard.

D. Outdoor Lighting. ~~Within 100 feet of any residential zone or use, outdoor lighting and aerial mounted floodlighting shall be shielded from above in such a manner that the bottom edge of the shield shall be below the light source.~~ Outdoor lighting shall conform to the standards of Sections 2.12 and 3.10 of Chapter 17.99 GHMC. Said lighting shall be shielded so that the direct illumination shall be confined to the property boundaries of the light source. Ground-mounted floodlighting or light projection above the horizontal plane is prohibited between midnight and sunrise. (Temporary outdoor lighting intended to advertise a temporary promotional event shall be exempt from this requirement.)

E. Waterview Opportunity and Waterfront Access.

I. Maximum impervious lot coverage may be increased up to a maximum of 80 percent upon execution of a written agreement with the city and the property owner and provided further that the agreement is filed with the county auditor as a covenant with the land, when the development provides for waterview opportunities and/or waterfront access opportunities in conjunction with commercial uses or for increased height, as follows:

	Maximum Imp. Coverage	Number of Waterview/ Access Opportunities
a.	50/55/70	0
b.	+10%	1
c.	+10%	2
d.	+10%	3

2. Waterview/Harbor Access Opportunities a. Waterview opportunity, by means of public view corridors measuring 20 frontage feet along the street or 20 percent of the total waterfront frontage of the parcel, whichever is greater. View corridors shall be from public rights-of-way. Parking shall not be allowed in view corridors. Fences or railings shall not be allowed in view corridors except where required by the city building code.

b. Waterview opportunity, by means of a five-foot-wide public pathway along the property perimeter down one side line of the property to mean higher high water or a bulkhead or to the waterside face of structure, whichever is further waterward, then across the waterside face of the property or structure and back to the street along the other side line.

c. Waterview opportunity, by means of a public viewing platform at the highest level of any structure on the property. Minimum area of the platform shall be 50 square feet. Railings around the platform may exceed the maximum height permitted for the structure. The platform shall be open to the public.

d. Harbor access opportunity, by means of a public fishing pier extending out to the mean lower low water and connected by a minimum five-foot-wide public pathway to the frontage street. A minimum of 10 feet of open water shall surround the fishing pier.

e. Harbor access opportunity, by means of a public small boat landing available for transient use by rowboats, canoes, dinghies, etc., extending out to mean lower low water and connected by a five-foot-wide public pathway to the frontage street. A minimum of 10 feet of open water shall surround the small boat landing.

f. Harbor access opportunity, by means of a public transient moorage for up to two 30-foot boats and which must have a minimum water depth of eight feet and which must be easily accessible to visiting boats and posted with signage which can be read at a distance of 100 feet. (Ord. 598 § 2, 1991).

F. Design. All development in the WM district shall conform to the design and development standards contained in Chapter 17.99 GHMC. Two-family dwellings (duplexes) shall conform to the design standards defined for single-family development in Chapter 17.99 GHMC.

Section 60. Section 17.50.040 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.50.040 Development standards.**

In a waterfront commercial district, the minimum development requirements are as follows:

	Single-Family Dwelling	Attached up to 4 units	Non-residential
A. Minimum lot area (sq. ft.)	1 6,000	6,000/unit	15,000
B. Minimum lot width	50'	100'	100'
<del>C. Minimum front yard<sup>2</sup></del>	<del>20'</del>	<del>20'</del>	<del>20'</del>
<del>D. Minimum side yard</del>	<del>8'</del>	<del>10'</del>	<del>10'</del>
<del>E. Minimum rear yard</del>	<del>25'</del>	<del>25'</del>	<del>25'</del>
<u>C. Minimum front yard<sup>2</sup></u>			
<u>D. Minimum side yard<sup>2</sup></u>			
<u>E. Minimum rear yard<sup>2</sup></u>			
F. Minimum yard abutting tidelands	0'	0'	0'
G. Maximum site impervious coverage	50%	55%	70%
H. Maximum density	3.5 dwelling units per acre		

1An undersized lot shall qualify as a building site if such lot is a lot of record at the time this chapter became effective.

2In the case of a corner lot, the owner of such lot may elect any property line abutting on a street as the front property line, provided such choice does not impair corner vision clearance for vehicles and shall not be detrimental to adjacent properties as determined by the planning and public works directors.

2 The setbacks of Sections 2.8 and 2.9 of Chapter 17.99 GHMC are applicable in the WC district.

I. 1. Maximum impervious lot coverage may be increased up to a maximum of 80 percent upon execution of a written agreement with the city and the property owner, and provided further, that the agreement is filed with the county auditor as a covenant with the land, when the development provides for waterview opportunities and/or waterfront access opportunities in conjunction with commercial uses, as follows:

	Maximum Imp. Coverage	Number of Waterview/ Access Opportunities
a.	0/55/70	0
b.	+10%	1
c.	+10%	2
d.	+10%	3

2. Waterview/Harbor Access Opportunities. a. Waterview opportunity, by means of public view corridors measuring 20 frontage feet along the street or 20 percent of the total waterfront frontage of the parcel, whichever is greater. View corridors shall be from public rights-of-way. Parking shall not be allowed in view corridors. Fences or railings shall not be allowed in view corridors except where required by the city building code. Shrubbery in view corridors shall not exceed a height of three feet and trees shall have no branches lower than 10 feet above the level of the frontage sidewalk. A waiver on tree branch height may be granted by the city council for a defined growth period.

b. Waterview opportunity, by means of a five-foot-wide public pathway along the property perimeter down one side line of the property to mean higher high water or a bulkhead or to the waterside face of structure, whichever is further waterward, then across the waterside face of the property or structure and back to the street along the other side line.

c. Waterview opportunity, by means of a public viewing platform at the highest level of any structure on the property. Minimum area of the platform shall be 50 square feet. Railings around the platform may exceed the maximum height permitted for the structure. The platform shall be open to the public.

d. Harbor access opportunity, by means of a public fishing pier extending out to the mean lower low water and connected by a minimum five-foot-wide public pathway to the frontage street. A minimum of 10 feet of open water shall surround the fishing pier.

e. Harbor access opportunity, by means of a public small boat landing available for transient use by rowboats, canoes, dinghies, etc., extending out to mean lower low water and connected by a five-foot-wide public pathway to the frontage street. A minimum of 10 feet of open water shall surround the small boat landing.

f. Harbor access opportunity, by means of a public transient moorage for up to two 30-foot boats and which must have a minimum water depth of eight feet and which must be easily accessible to visiting boats and posted with signage which can be read at a distance of 100 feet. (Ord. 725 § 5, 1996; Ord. 710 § 56, 1996; Ord. 598 § 3, 1991; Ord. 573 § 2, 1990).

Section 61. Section 17.50.060 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.50.060 Maximum height of structures.** In a waterfront commercial district, the maximum building height shall not exceed ~~46 feet.~~ the height limits defined in Sections 3.14.02(1)(b) and 3.14.02(2) of Chapter 17.99. (Ord. 710 § 58, 1996; Ord. 573 § 2, 1990).

Section 62. Section 17.50.090 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.50.090 Performance standards.** In a waterfront commercial district, performance standards are as follows:

A. Exterior Mechanical Devices. Air conditioners, heating, cooling and ventilating equipment, pumps and heaters and all other mechanical devices shall be screened.

B. Landscaping. Landscaping is required and shall be installed in conformance with Chapter 17.78 GHMC and Section 2.2.01 of Chapter 17.99 GHMC and/or by conditions of approval of discretionary applications required by this title; such landscaping shall be maintained in a neat manner. In no event shall such landscaped areas be used for storage of materials or parking of vehicles.

C. Outdoor Storage of Materials. The outdoor storage of materials, including but not limited to lumber, auto parts, household appliances, pipe, drums, machinery or furniture, is permitted as an incidental or accessory activity of a permitted use or the principal feature of a conditional use. Such storage shall be screened by a wall, fence, landscaping or structure from surrounding properties and streets.

D. Outdoor Lighting. ~~Within 100 feet of any residential zone or use, outdoor lighting and aerial mounted floodlighting shall be shielded from above in such a manner that the bottom edge of the shield shall be below the light source.~~ Outdoor lighting shall conform to the standards of Sections 2.12 and 3.10 of Chapter 17.99 GHMC. Said lighting shall be shielded so that the direct illumination shall be confined to the property boundaries of the light source. Ground-mounted floodlighting or light projection above the horizontal plane is prohibited between midnight and sunrise. Temporary outdoor lighting intended to advertise a temporary promotional event shall be exempt from this requirement. (Ord. 573 § 2, 1990).

E. Design. All development in the WC district shall conform to the design and development standards contained in Chapter 17.99 GHMC. Two-family dwellings (duplexes) shall conform to the design standards defined for single-family dwellings in Chapter 17.99 GHMC.

Section 63. Section 17.54.030 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.54.030 Performance standards.**

All uses in the business park zone shall be regulated by the following performance standards:

A. General. Uses which create a risk of hazardous waste spills must provide hazardous waste containment provisions that meet building code, fire code and health and environmental regulations to prevent air, ground and surface water contamination.

B. Setbacks. No structure shall be closer than 150 feet to any residential zone or development or closer than 50 feet to any street or property line. Parking shall not be located any closer than 30 feet to a property line.

C. Open Space. A minimum of 20 percent of the site, excluding setbacks, shall remain in open space, with either retained natural vegetation or new landscaping.

D. Landscaping. All uses shall conform to the landscaping requirements established in Chapter 17.78 GHMC and Section 2.2.01 of Chapter 17.99 GHMC. All required yards shall be landscaped in accordance with the landscaping requirements of Chapter 17.78 GHMC.

E. Lot Area. There is no minimum lot area for this district.

F. Height. Structures within 100 feet of a residential low density zone shall not exceed 35 feet in height except as provided under 3.3.01(1)(c) of Chapter 17.99 GHMC. Structures within 100 feet of a residential medium density zone shall not exceed 45 feet in height. The building height shall

be calculated as defined in GHMC 17.04.160. The maximum building height shall also be limited by the city building and fire codes. Definitions within the city building and fire codes shall be used to determine height for compliance with the applicable building and fire code.

G. Lot Coverage. There is no maximum lot area coverage except as needed to meet setback, open space and landscaping requirements.

H. Off-Street Parking. Off-street parking and loading areas meeting the requirements of Chapter 17.72 GHMC shall be provided.

I. Exterior Mechanical Devices. All HVAC equipment, pumps, heaters and other mechanical devices shall be screened from view from all public right-of-way.

J. Outdoor Storage of Materials. Outdoor storage of materials and supplies, except for authorized sales displays, shall be completely screened from adjacent properties and public right-of-way.

K. Outdoor Lighting. ~~Within 100 feet of any residential use or zone, outdoor lighting and aerial mounted floodlighting shall be shielded from above in such a manner so that the bottom edge of the light shield shall be below the light source.~~ Outdoor lighting shall conform to the standards of Sections 2.12 and 3.10 of Chapter 17.99 GHMC. Such lighting shall be shielded so that direct illumination shall be confined to the property boundaries of the light source. Ground mounted floodlighting or light projection above the horizontal plane is prohibited between midnight and sunrise. Temporary outdoor lighting intended to advertise a temporary promotional event shall be exempt from this requirement.

L. Trash Receptacles. Trash receptacles shall be screened from view. Screening shall be complementary to building design and materials.

M. Design. ~~All residential structures of four or more attached dwelling units and all nonresidential structures shall comply with the standards of the city of Gig Harbor design manual.~~ Development in the PCD-BP district shall conform to the design and development standards contained in Chapter 17.99 GHMC.

N. Signage. Signage must comply with the requirements of Chapter 17.80 GHMC. (Ord. 747 § 4, 1997).

Section 64. Section 17.56.030 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.56.030 Performance standards.** A. General. All uses in the neighborhood business zone are subject to the following conditions:

1. All business, service, or repair must be conducted within an enclosed building except for outside restaurant sitting, flower and plant display and fruit/vegetable stands appurtenant to a grocery store.
2. Any goods produced in the neighborhood business zone shall be sold on the premises where produced.
3. Processes, equipment and goods shall not emit odor, dust, smoke, cinders, gas, noise, vibrations, or waste which would be unreasonably affect adjacent residential area. The neighborhood business districts shall not be greater than three acres in total land area nor may an NBD be located within one mile of any other NBD.

B. Hours of Operation. The following hours of operation apply:

**Facility Hours of Operation**

Gasoline Dispensing with Convenience Store 6:00 a.m. – 10:00 p.m. Grocery Stores 6:00 a.m. – 10:00 p.m.

Delicatessens 6:00 a.m. – 10:00 p.m.

C. Yard Requirements. Minimum yard requirements are as follows:

Contiguous Parcel Situation	Minimum Lot Width	Front	Side	Rear	Street Frontage
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Commercial/					
Commercial/	75	10	0	20	20
Commercial/					
Residential	5	20	30	30	20

The side yard must be at least 20 feet plus 10 feet for each story above two. Except when adjacent to a residential use or zone, the side yard must be at least 30 feet plus 10 feet for each story above two.

D. Height. Maximum height shall not exceed 35 feet for all structures except as provided under Section 3.3.01(1)(c) of Chapter 17.99 GHMC.

E. Lot Area. No minimum lot size is specified except as required to accommodate landscaping and open space requirements.

F. Lot Coverage. A maximum lot coverage is not specified except as needed to meet setback and open space requirements.

G. Off-Street Parking. Off-street parking and loading areas meeting the requirements of Chapter 17.72 GHMC shall be provided.

H. Exterior Mechanical Devices. All HVAC equipment, pumps, heaters and other mechanical devices shall be screened from view from all public right-of-way.

I. Outdoor Storage of Materials. Outdoor storage of materials and supplies, except for authorized sales displays, shall be completely screened from adjacent properties and public right-of-way. J.

Outdoor Lighting. ~~Within 100 feet of any residential use or zone, outdoor lighting and aerial mounted floodlighting shall be shielded from above in such a manner so that the bottom edge of the light shield shall be below the light source.~~ Outdoor lighting shall conform to the standards of Sections 2.12 and 3.10 of Chapter 17.99 GHMC. Such lighting shall be shielded so that direct illumination shall be confined to the property boundaries of the light source. Ground mounted floodlighting or light projection above the horizontal plane is prohibited between midnight and sunrise. Temporary outdoor lighting intended to advertise a temporary promotional event shall be exempt from this requirement.

K. Trash Receptacles. Trash receptacles shall be screened from view. Screening shall be complementary to building design and materials.

L. Design. ~~All residential structures of four or more attached dwelling units and all nonresidential structures shall comply with the standards of the city of Gig Harbor design manual.~~ M. Signage. ~~Signage must comply with the requirements of Chapter 17.80 GHMC. (Ord. 747 § 5, 1997).~~ Development in the PCD-NB district shall conform to the design and development standards contained in Chapter 17.99 GHMC.

Section 65. Section 17.60.020 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.60.020 Permitted uses.**

A. In an R-1 zone, a lot which abuts on or is located across the street or alley from property in a nonresidential zone, may be used for:

1. Two-family dwellings, provided that such lot is at least 14,000 square feet in size;
2. A parking lot for a business within 100 feet of the lot, solely for the customers and employees of the business to which it is accessory, for the use of automobiles only, ~~and provided that the entrance to the parking lot is at least 30 feet from the nearest residential lot, and the lot is landscaped and screened.~~ and provided that: (a) the entrance to the parking lot is at least 30 feet from the nearest residential lot; (b) the lot is landscaped as per parking lot landscaping requirements in Section 17.72.080 GHMC and Section 2.10.01(5) of Chapter 17.99 GHMC; and

(c) the parking lot and it's associated commercial development complies with all zone transition standards of Section 1.4 of Chapter 17.99 GHMC.

B. In R-2 zones, a lot adjacent to a nonresidential zone may be used for a parking lot for a business within 100 feet, if solely for cars for customers or employees, and provided that the parking lot entrance is at least 30 feet from the nearest residential lot, and the lot is landscaped and provided with a dense vegetative screen. (Ord. 573 §§ 2, 3, 1990).

Section 66. Section 17.62.030 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.62.030 Standards.** The maximum height for structures shall be 16 feet, except that in the historic district defined in Chapter 17.99 GHMC, structures shall not exceed the height limits defined in Sections 3.14.02(1)(b), and 3.14.02(2) of Chapter 17.99 GHMC, and except as otherwise may be provided in a planned unit development or a planned residential development. (Ord. 710 § 61, 1996; Ord. 537 § 1, 1988).

Section 67. Section 17.78.050 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.78.050 Preservation of significant trees.**

A. ~~Applicability.~~ Retention. In the required perimeter landscaping area, applicants shall retain all significant ~~trees~~ vegetation as defined in Chapter 17.99 GHMC. The city encourages retention of trees on the remaining portions of the project sites as well.

B. ~~Significant Trees.~~ Significant trees are those which possess one or more of the following characteristics:

~~1. Contribute to the character of the area and do not constitute a safety hazard; or~~

~~2. Form a continuous canopy or dense vegetated screen; or~~

~~3. If the grade level adjoining a tree to be retained is to be altered to a degree that would endanger the viability of a tree or trees, then the applicant shall construct a dry rock wall or rock well around the tree. The diameter of this wall or well must be capable of protecting the tree. Proof of professional design may be required; or~~

~~4. B. Encroachment into drip line.~~ The applicant may install impervious or compactable surface within the area defined by the drip line of any tree to be retained if it is demonstrated by a qualified arborist that such activities will not endanger the tree or trees. (See definition of "drip line" in Chapter 17.99 glossary).

C. Other Existing Vegetation. Retention of other existing vegetation for landscaping is strongly encouraged; however, it must be equal to or better than available nursery stock.

D. Areas of native vegetation which are designated as landscape or buffers areas, or which are otherwise retained under the provisions of Chapter 17.99 GHMC, shall be subject to a 10-foot-wide no-construction zone and shall be protected by a ~~temporary perimeter fence~~ protective barricade as defined in Section 2.1.01(6) of Chapter 17.99 GHMC. Clearing, grading or contour alteration is not permitted within this no-construction area unless a qualified arborist provides written documentation that proposed construction activity within the 10-foot setback will not harm existing vegetation within the designated landscape or buffer area. (Ord. 710 § 76, 1996; Ord. 573 § 2, 1990).

Section 68. Section 17.78.060 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.78.060 Requirements for residential landscaping.**

A. Perimeter Areas.

1. Notwithstanding other regulations found in this chapter, perimeter areas ~~not covered with buildings, driveways and parking and loading areas~~ shall be landscaped. The required width of perimeter areas to be landscaped shall be at least the depth of the required yard or setback area. Areas to be landscaped shall be covered with live plant materials which will ultimately cover 75 percent of the ground area, within three years. One deciduous tree a minimum of two-inch caliper or one six-foot evergreen or three shrubs which should attain a height of three and one-half feet within three years shall be provided for every 500 square feet of the area to be landscaped. 2. A minimum of 40 percent of the required plantings shall be evergreen trees a minimum of six feet in height for properties located within the boundaries of the height overlay district referenced in Chapter 17.62 GHMC. Trees shall be of a species that will ultimately grow to the height of the planned building. In the selection of trees and shrubs, consideration should be given to overall aesthetic impacts at maturity.

B. Buffer Areas. All residential plats shall have a minimum 25-foot buffer consisting of a dense vegetated screen, shall be required along the perimeters of the plat, and the buffer shall be established as a covenant on the final plat. The screening may be achieved through any one or a combination of the following methods:

1. A solid row of evergreen trees or shrubs;
2. A solid row of evergreen trees and shrubs be planted on an earthen berm;
3. A combination of trees or shrubs and fencing where the amount of fence does not exceed 50 percent of the lineal distance of the side to be buffered as well as other plant materials, planted so that the ground will be covered within three years;
4. Use of existing native vegetation which meets the definition of dense vegetative screen.

C. Parking Areas. Parking areas shall be landscaped subject to the standards for parking lots found in Chapter 17.72 GHMC and subject to the standards of Section 2.10.01 of Chapter 17.99. (Ord. 652 § 6, 1993; Ord. 573 § 2, 1990).

Section 69. Section 17.78.070 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.78.070 Requirements for ~~commercial~~ non-residential uses.**

A. Perimeter Areas.

1. Notwithstanding other regulations found in this chapter, perimeter areas ~~not covered with buildings, driveways and parking and loading areas~~ shall be landscaped. The required width of perimeter areas to be landscaped shall be the required yard or setback area or a total area equivalent to the required yards. Areas to be landscaped shall be covered with live plant materials which will ultimately cover 75 percent of the ground area within three years. One deciduous tree of a minimum of two-inch caliper or one six-foot high evergreen tree or three shrubs which will attain a height of three and one-half feet within three years shall be provided for every 300 square feet of area to be landscaped.

2. A minimum of 40 percent of the required plantings shall be evergreen trees a minimum of six feet in height for properties located within the boundaries of the height overlay district referenced in Chapter 17.62 GHMC. Trees shall be of a species that will ultimately grow to the height of the planned building.



B. Buffer Areas. Where a development subject to these standards is contiguous to a residential zoning district or areas of residential development, the zone transition standards of Section 1.4 of Chapter 17.99 GHMC shall be met. Where a non-residential development abuts a residential development in the same zone, then that required perimeter area shall be landscaped the full width of the setback areas as follows:

1. A solid screen of evergreen trees or shrubs;
2. A solid screen of evergreen trees and shrubs be planted on an earthen berm an average of three feet high along its midline;
3. A combination of trees or shrubs and fencing where the amount of fence does not exceed 50 percent of the lineal distance of the side to be buffered as well as other plant materials, planted so that the ground will be covered within three years.

C. Areas Without Setbacks.

1. In those areas where there is no required front yard setback or where buildings are built to the property line, development subject to this chapter shall provide a street tree at an interval of one every 20 feet or planter boxes at the same interval or some combination of trees and boxes, or an alternative.
2. Street trees shall be a minimum caliper of two inches and be a species approved by the city and installed to city standards. Planter boxes shall be maintained by the property owners and shall be of a type approved by the city.

D. Parking Area. Parking areas shall be landscaped subject to the standards for parking lots found in Chapter 17.72 Section 17.78.080 GHMC, and subject to the standards of Section 2.10.01 of Chapter 17.99 GHMC. (Ord. 710 § 77, 1996; Ord. 573 § 2, 1990).

Section 70. Section 17.78.080 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.78.080 Parking lot landscaping and screening.**

The standards of this section shall apply to public and private parking lots, residential parking areas providing spaces for more than 10 cars and all nonresidential uses of land and development.

A. Perimeter Landscaping. In order to soften the visual effects or separate one parking area from another or from other uses, the following standards apply:

1. Adjacent to a street or road, the minimum width shall be equal to the required yard for the underlying land use or a strip 10 feet wide, whichever is greater. On all other perimeters the depth shall be a minimum of five feet.
2. Visual screening through one or any of a combination of the following methods:
  - a. Planting of living ground cover as well as shrubs or small trees which will form a solid vegetative screen at least three feet in height, or
  - b. Construction of a barrier fence or wall to a height of three feet combined with low-planting or wall-clinging plant materials. Materials should be complementary to building design, or
  - c. Earth mounding or berms having a minimum height of three feet and covered with shrubs and trees.

~~3. B. Other Landscaping Required. In addition to the screening required above, deciduous trees shall be provided at intervals no greater than 30 feet and shall be a minimum of two inch caliper.~~

~~B. Buffer Areas. Where a development subject to these standards is contiguous to a residential zoning district or areas of residential development, then that required perimeter area shall be landscaped as follows:~~

- ~~1. A solid screen of evergreen trees or shrubs;~~

2. A solid screen of evergreen trees and shrubs be planted on an earthen berm an average of three feet high along its midline;

3. A combination of trees or shrubs and fencing where the amount of fence does not exceed 50 percent of the lineal distance of the side to be buffered as well as other plant materials, planted so that the ground will be covered within three years. non-residential parking lots shall conform to the landscape standards of Section 2.10.01 of Chapter 17.99 GHMC.

C. Downtown Parking Lots. ~~For~~ In addition to the standards of Section 2.10.01 of Chapter 17.99 GHMC, parking lots located within the downtown area, the following standards apply shall conform to the following:

1. Provision of a minimum of five-foot wide landscaping strip intended to screen and soften the visual impacts of parking lots. Screening may be accomplished through any of the methods described under subdivision 2 of subsection A of this section. In addition to screening, street trees a minimum of two-inch caliper shall be provided at 20-foot intervals.

2. In those instances where parking areas are bordered by more than one street, the strip required in subdivision 1 of this subsection shall only apply to the longest side. All other sides must be screened with a wall, fence, vegetative buffer or combination of these elements at a minimum height of three and one-half feet. The street tree requirements will pertain.

3. In order to protect vision clearances, areas around driveways and other access points are not required to comply with the full screening height standards. The specific horizontal distance exempt from this standard shall be as established in the city of Gig Harbor public works standards.

4. ~~Trees Required. Trees are required at a ratio of at least one per 64 square feet of landscaped area or fraction thereof. They~~

D. Tree size and placement. Trees required under the provisions of Section 2.10.01 of Chapter 17.99 GHMC shall have a clear trunk to a height of at least five six feet above the ground at maturity planting unless otherwise specified. Trees shall be planted no closer than four feet from pavement edges where vehicles overhang planted areas.

~~D. Interior Parking Lot Landscaping. All parking lots that contain 20 or more parking spaces or are larger than 6,000 square feet in area shall have interior lot landscaping as follows:~~

~~1. Landscaped Area. Parking lots that contain 20 or more parking stalls or are 6,000 to 30,000 square feet in area shall have five square feet of landscaped area per 100 square feet of vehicle use area, or fraction thereof. Parking lots larger than 30,000 square feet shall have seven square feet of landscaped area per 100 square feet of vehicle use area or fraction thereof. Vehicle use area shall include driveways.~~

~~2. Minimum Area. The minimum area of required landscaping shall be 64 square feet in order to provide a proper plant environment. 3. Maximum Contiguous Area. To encourage the proper distribution of landscaping throughout parking areas, no required landscaped areas shall be larger than 350 square feet in parking lots that are less than 30,000 square feet in area; and 1,500 square feet in larger lots. Larger landscaped areas may be provided when the excess over the minimum requirement exceeds the total area requirement for the entire lot. Interior lot landscaping may be peninsular or island in shape and may accent pedestrian ways.~~

~~4. Trees Required. Trees are required at a ratio of at least one per 64 square feet of landscaped area or fraction thereof. They shall have a clear trunk to a height of at least five feet above the ground. Trees shall be planted no closer than four feet from pavement edges where vehicles overhang planted areas.~~

~~5. E. Shrubs and Ground Cover. Required landscaped areas remaining after tree planting shall be planted in shrubs and/or ground cover. The distribution of plants shall be adequate to ultimately achieve 75 percent ground coverage within three years of plantings.~~

~~6. F. Vehicle Overhang. Parked vehicles may overhang landscaped areas up to two feet by wheel stops or curbing. (Ord. 710 § 78, 1996; Ord. 573 § 2, 1990).~~

Section 71. Section 17.78.090 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.78.090 Screening/buffering from SR-16, the Tacoma City Light right-of-way and SR-16 interchanges.**

A. All development of properties adjacent to SR-16, the Tacoma City Light right-of-way and SR-16 interchange ramps shall be required to leave a buffer between the property line and any development. This buffer shall be a minimum of ~~25~~ 30 feet in depth and shall conform to all Enhancement Corridor standards defined in Section 1.3.03 of Chapter 17.99 GHMC. Along SR-16 and the Tacoma City Light right-of-way outside of the defined interchange areas, this buffer shall be adequate to totally screen development from views from SR-16. If existing vegetation is not adequate to accomplish this, then additional evergreen vegetation with a minimum height of four to six feet shall be planted.

B. Adjacent to SR-16 interchange ramps landscape buffering shall be done according to the standards for perimeter landscaping for residential and ~~commercial~~ areas in the height overlay ~~district~~ non-residential development. The buffer area shall be covered with live plant materials which will ultimately cover 75 percent of the ground cover within three years. One deciduous tree of a minimum of two-inch caliper or one six-foot evergreen or three shrubs which will attain a height of three and one-half feet within three years shall be provided for every 500 square feet of the area to be landscaped. Forty percent of the required planting shall be evergreen trees a minimum of six feet in height and of a species that will grow to the height of the buildings in the development. ~~If possible, evergreen trees shall be retained to meet this requirement.~~ All significant vegetation as defined in Chapter 17.99 GHMC shall be retained. (Ord. 710 § 79, 1996; Ord. 573 § 2, 1990).

Section 72. Section 17.78.120 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.78.120 Maintenance.**

A. Whenever landscaping is required under the provisions of this chapter, shrubs and trees in the landscaping and planting areas shall be maintained in a healthy growing condition. Planting beds shall not be located over impervious surfaces. All landscaped areas shall be provided with ~~sprinkler systems or hose bibs within 75 feet of plantings~~ mechanical automatic underground sprinkler systems designed to provide full coverage of landscaped areas. Dead or dying trees or shrubs shall be replaced immediately, and the planting area shall be maintained reasonably free of noxious weeds and trash.

B. Similarly, if necessary, the trees or shrubs shall receive pruning or removal to avoid the creation of a safety hazard or nuisance through excessive shading, overhanging adjacent properties or to preserve a view or scenic vista, subject to the provisions of Sections 2.1.01 and 2.2.01 of Chapter 17.99 GHMC. (Ord. 573 § 2, 1990).

Section 73. Section 17.91.040 of the Gig Harbor Municipal Code is hereby amended as follows:

**17.91.040 Site development and performance standards.**

A. Minimum Development Parcel Size. To promote efficient and compatible groupings of uses within a mixed use district, the following minimum development parcel sizes shall apply:

1. No parcel less than 10 acres shall be developed with residential uses, except where the parcel is contiguous to a developed or planned residential area.
2. No parcel less than 10 acres shall be developed with commercial or business uses, except where the parcel is contiguous to a developed or planned business or commercial area.
3. Where phased development is proposed for a parcel of 10 acres or greater and where the first phase is less than 10 acres, the remaining portion of the parcel reserved for future development shall be committed to residential or commercial uses.
4. Where residential and nonresidential uses are developed on the same parcel or site, the parcel size requirements may be waived where it is found that the intent of the mixed use zone is otherwise met.

B. Density. Maximum residential density is four dwelling units per acre. Minimum parcel size is not specified. Bonus densities of up to 30 percent over the base may be permitted, based upon the following allocations:

1. Thirty percent of the development site is common open space, which must be contiguous to or greater than one acre in area (plus five percent).
2. A pedestrian trail system is provided within the common open space area, consistent with the adopted trails plan per the land use map (plus 10 percent).
3. A minimum 35 percent of the required common open space is improved as an active recreational area (plus 10 percent). Active recreational areas shall include, but not be limited to:
  - a. Clearly defined athletic fields and/or activity courts.
  - b. Recreation center or community facility. Additional common open space is provided between the development and adjacent residential zones, uses or developments (plus five percent bonus maximum at a ratio of one percent density bonus per five percent open space increase).

C. General.

1. The maximum residential density is four dwelling units per structure in townhouse or zero lot line developments.
2. Each unit must have individual private yards or courts enclosed by a wall, berm or dense landscaping.
3. Townhouse units adjacent to a single-family residence within the same development shall have a front yard equal to or exceeding the single-family dwelling and a minimum side yard of 25 feet if adjacent to a single-family lot.
4. Easements shall be required for all zero lot line developments to facilitate access from the adjoining lot for necessary maintenance and repair activities.

D. Separation of Uses/Transition Buffers. To assure that different land uses are adequately separated, the following transition buffers and setbacks shall be used:

1. Buffers Separating New Businesses from Existing Residential Uses. A business or ~~commercial~~ non-residential use must meet the following standards where it is adjacent to property which is either developed or planned for residential use in addition to the zone transition standards defined in Section 1.4 of Chapter 17.99 GHMC:
  - a. A minimum 35-foot setback from any property shared with a residential site.
  - b. Landscaping forming a dense vegetative screen or retention of existing native vegetation within required buffer areas equal to the minimum setback.
  - c. No parking shall occur within a required buffer.

2. Buffers Separating New Residential Use from Existing Commercial Non-residential Uses. A residential use must meet the following standards where it is adjacent to property which is either developed or planned for commercial non-residential or business use:

a. A minimum 35-foot setback from any property shared with a commercial non-residential site. b. Landscaping forming a dense vegetative screen or retention of existing native vegetation within required buffer areas equal to the minimum setback.

3. Buffers Separating New Multifamily Dwellings from Existing Single-Family Dwellings. In addition to the zone transition standards in Section 1.4 of Chapter 17.99 GHMC, multifamily use must meet the following standards where it is adjacent to property which is developed as single-family residential:

a. A minimum setback of 25 feet from all street rights-of-way common to both uses. b. A minimum setback of at least 25 feet from any property line shared with a single-family use. c. Landscaping within required buffer areas equal to minimum width of the buffer. Parking areas shall not occupy the required buffer area.

4. Buffers Separating Single-Family Dwellings from Existing Multifamily Dwellings. Where adjacent property is developed or planned for single-family residential use, a multifamily residential development must meet the following standards:

a. A minimum setback of 25 feet from all street rights-of-way common to both uses. b. A minimum setback of at least 25 feet from any property line shared with a single-family use. c. Landscaping within required buffer areas equal to minimum width of the buffer.

E. Mixed Use Occupancies Within the Same

Structure. Residential units and retail business or office uses shall be permitted within the same structure, subject to the following standards:

1. The nonresidential use must have access by way of a business arterial and shall front directly on an adjacent sidewalk or pedestrian walkway, or on a front or side yard from which vehicles are excluded.

2. Where a business or residential portion of the building is located on different floors, business uses shall occupy the floors below the residential uses.

3. Business and residential portions of a building must be separated by soundproof walls, floors, equipment, utilities or other suitable architectural features or appurtenances.

4. Allocation of uses shall be consistent with the city of Gig Harbor comprehensive plan.

F. Performance Standards.

1. Minimum yards (from the property line):

a. Front, 15 feet.

b. Side, five feet. At least 20 feet is required on the opposite side of a lot having a zero lot line.

c. Rear, 15 feet.

2. Maximum Height. The maximum height

of a structure shall not exceed 35 feet. 3. Maximum lot area coverage: Forty-five percent, excluding driveways, private walkways and similar impervious surfaces.

4. Landscaping. Landscaping shall comply with the requirements of Chapter 17.78 GHMC and Section 2.2.01 of Chapter 17.99 GHMC.

5. Exterior Mechanical Devices. All HVAC equipment, pumps, heaters and other mechanical devices shall be screened from view from all public right-of-way.

6. Outdoor Storage of Materials. Outdoor storage of materials and supplies, except for authorized sales displays, shall be completely screened from adjacent properties and public right-of way.

7. Outdoor Lighting. ~~Within 100 feet of any residential use or zone, outdoor lighting and aerial mounted floodlighting shall be shielded from above in such a manner so that the bottom edge of~~

~~the light shield shall be below the light source.~~ Outdoor lighting shall conform to the standards of Sections 2.12 and 3.10 of Chapter 17.99 GHMC. Such lighting shall be shielded so that direct illumination shall be confined to the property boundaries of the light source. Ground mounted floodlighting or light projection above the horizontal plane is prohibited between midnight and sunrise. Temporary outdoor lighting intended to advertise a temporary promotional event shall be exempt from this requirement.

8. Trash Receptacles. Trash receptacles shall be screened from view. Screening shall be complementary to building design and materials.

9. Design. ~~All residential structures of four or more attached dwelling units and all nonresidential structures shall comply with the standards of the city of Gig Harbor design manual.~~ Development in the MUD district shall conform to the design and development standards contained in Chapter 17.99 GHMC. Two-family dwellings (duplexes) shall conform to the design standards defined for single-family dwellings in Chapter 17.99 GHMC.

10. Signage. Signage must comply with the requirements of Chapter 17.80 GHMC. (Ord. 747 § 7, 1997)

Section 74. Severability. If any section, sentence, clause or phrase of this Ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, clause or phrase of this Ordinance.

Section 75. Effective Date. This Ordinance shall take effect and be in full force five (5) days after passage and publication of an approved summary consisting of the title.

PASSED by the City Council and approved by the Mayor of the City of Gig Harbor this \_\_\_ day of \_\_\_\_\_, 2004.

CITY OF GIG HARBOR

\_\_\_\_\_  
GRETCHEN WILBERT, MAYOR

ATTEST/AUTHENTICATED:

By: \_\_\_\_\_  
MOLLY TOWSLEE, City Clerk

APPROVED AS TO FORM:

OFFICE OF THE CITY ATTORNEY

By: \_\_\_\_\_  
CAROL A. MORRIS

FILED WITH THE CITY CLERK: \_\_\_\_\_  
PASSED BY THE CITY COUNCIL: \_\_\_\_\_  
PUBLISHED: \_\_\_\_\_  
EFFECTIVE DATE: \_\_\_\_\_  
ORDINANCE NO: \_\_\_\_\_



COMMUNITY DEVELOPMENT DEPARTMENT

**TO: MAYOR WILBERT AND CITY COUNCIL**  
**FROM: JOHN P. VODOPICH, AICP**  
**COMMUNITY DEVELOPMENT DIRECTOR**  
**SUBJECT: PIERCE COUNTY 2005 COMPREHENSIVE PLAN AMENDMENTS**  
**DATE: NOVEMBER 8, 2004**

**BACKGROUND**

Thirty (30) acres of the City's water service area, located east of Crescent Valley Drive along 96<sup>th</sup> Avenue NW is outside of the Urban Growth Area. This area is the only portion of the City water service area that is not located within the City limits or the Urban Growth Area. While this area is in the City's water service area, we are precluded from providing water service outside of the Urban Growth Area under the Growth Management Act. Given that the City is the designated water purveyor for this area, it is appropriate that the Urban Growth Area be expanded to include our water service area.

The City has a 250,000 gallon water tank, 8" water main along 96<sup>th</sup> Street NW, and provides water service to three residences (Lovrovich, Reich Land, Inc., & McGraw) in this area. This thirty acre area was added to the City's water service area in July 2000 after consultation with other water purveyors in the area. At that time, given the presence of the existing City infrastructure, it was determined that the area would best be served by the City.

Pierce County has begun the process of accepting applications for 2005 amendments to the County Comprehensive Plan. This process includes the ability to propose amendments to Urban Growth Area (UGA) boundaries. The application deadline for submitting a request to the County is December 1, 2004.

Staff has prepared a draft application to be submitted to Pierce County for an Urban Growth Area Amendment. Pierce County, not the City has the final decision making authority on determining Urban Growth Area Boundaries. If submitted, this application would be considered by Pierce County in 2005.

This issue was initially raised before the Council at the October 11, 2004 meeting, at which staff was directed to prepare a draft application for consideration at the next meeting. A draft application was prepared and presented to the Council at the October 25, 2004 meeting. At that meeting, Council directed staff to send a letter to each of the nine (9) property owners of record in the area to inform them of the City's intention to file the application. As directed by Council, staff sent a letter to each of the nine (9) property owners of record in the area to inform them of the City's intention to file the



application. A copy of the letter has been attached. The Mayor then requested that more information clarifying the reasoning behind the application be provided to the property owners, hence a second letter was sent (also attached). Staff also attempted to contact each of the property owners by telephone to answer any questions that they may have. In response to the letters and follow-up telephone calls, the following comments were received:

- Telephone and e-mail exchanges with both Mr. & Mrs. Baumgartner in which they expressed opposition to the submission of the application;
- Telephone conversation with Mr. Thomas Lovrovich in which he expressed his opposition to the submission of the application;
- Telephone conversation and letter (attached) expressing support of submission of the application from Mr. Robert Cohen;
- Telephone conversation with Mr. Brian Lockwood in which he expressed his opposition to the submission of the application; &
- Telephone conversation with Mr. Mark Veitenhans in which he expressed his support of the submission of the application.

#### **RECOMMENDATION**

I recommend that Council consider that facts of the situation, take into account input from the property owners, and then decide if the submission of an application requesting an amendment to the Urban Growth Area to include that portion of the City's water service area located east of Crescent Valley Drive along 96<sup>th</sup> Avenue NW is appropriate.



COMMUNITY DEVELOPMENT DEPARTMENT

October 26, 2004

Mr. and Mrs. Mark Veitenhans  
4625 NE 73rd Street  
Seattle, WA 98115-6113

SUBJ: Pierce County Comprehensive Plan 2005 Urban Growth Area Amendment  
Application – City of Gig Harbor

Dear Mr. and Mrs. Veitenhans:

Recently, the City of Gig Harbor determined that approximately thirty (30) acres of the City's water service area, located east of Crescent Valley Drive is outside of the Urban Growth Area. According to the Pierce County Assessor's records, you are a property owner within this area.

Pierce County has begun the process of accepting applications for 2005 amendments to the County Comprehensive Plan. This process includes the ability to propose amendments to Urban Growth Area (UGA) boundaries.

This thirty acre area is the only portion of the City water service area that is not located within the City limits or the Urban Growth Area. While this area is in the City's water service area, we are precluded from providing water service outside of the Urban Growth Area under the Growth Management Act. Given that the City is the designated water purveyor for this area, it is appropriate that the Urban Growth Area be expanded to include our water service area.

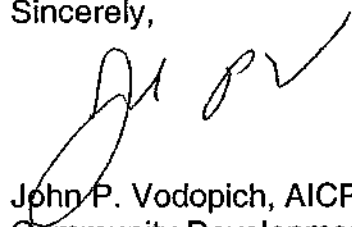
Staff has prepared a draft application to be submitted to Pierce County for an Urban Growth Area Amendment. Pierce County, not the City has the final decision making authority on determining Urban Growth Area Boundaries. If submitted, this application would be considered by Pierce County in 2005.

The draft application was considered by the City Council at the October 25, 2004 meeting. At that meeting, Council directed staff to send a letter to each of the nine (9) property owners of record in the area to inform them of the City's intention to file the application. This matter will be discussed further at the November 8, 2004 City Council meeting which will be held at the Gig Harbor Civic Center located at 3510 Grandview Street in Gig Harbor and will begin at 7:00 P.M.

I have enclosed a copy of the of the draft application for your consideration. The City's welcomes any comments you may have on this application.

Please feel free to contact me should you have any questions or wish to discuss this matter further. I can be reached by telephone at (253) 851-6170 or by E-mail at [vodopichj@cityofgigharbor.net](mailto:vodopichj@cityofgigharbor.net).

Sincerely,

A handwritten signature in black ink, appearing to read 'John P. Vodopich', written over the typed name.

John P. Vodopich, AICP  
Community Development Director



COMMUNITY DEVELOPMENT DEPARTMENT

October 28, 2004

Mr. Mark Veitenhans  
4625 NE 73rd Street  
Seattle, WA 98115-6113

SUBJ: Pierce County Comprehensive Plan 2005 Urban Growth Area Amendment  
Application - City of Gig Harbor

Dear Mr. Veitenhans:

I recently sent you a letter regarding the City's intention to file an application with Pierce County for an Urban Growth Area Amendment for an area in which you are a property owner.

I want to take this additional opportunity to further clarify the reasoning behind this application. The City of Gig Harbor has a 250,000 gallon water tank, 8" water main along 96<sup>th</sup> Street NW, and provides water service to three residences in this thirty acre area.

This thirty acre area was added to the City's water service area in July 2000 after consultation with other water purveyors in the area. At that time, given the presence of the existing City infrastructure, it was determined that the area would best be served by the City.

I hope that this further clarifies the reasoning behind the application. Please keep in mind that this matter will be discussed further at the November 8, 2004 City Council meeting which will be held at the Gig Harbor Civic Center located at 3510 Grandview Street in Gig Harbor and will begin at 7:00 P.M. The City welcomes any comments you may have on this application.

I will attempt to contact you by telephone next week to answer any questions that you may have. If for some reason I do not reach you, please feel free to contact me. I can be reached by telephone at (253) 851-6170 or by E-mail at [vodopichj@cityofgigharbor.net](mailto:vodopichj@cityofgigharbor.net).

Sincerely,



John P. Vodopich, AICP  
Community Development Director

Robert B. Cohen  
170 Brandywine Place  
Clayton, CA 94517

November 1, 2004

Mr. John Vodopich  
City of Gig Harbor  
3510 Grandview St.  
Gig Harbor, WA 98335

Dear Mr. Vodopich,

This is to request continued support from the City of Gig Harbor for my two parcels of land bordering Crescent Valley Drive. I purchased this property over twenty years ago while residing in Gig Harbor with the expectation that my family would be building our retirement homes on these parcels.

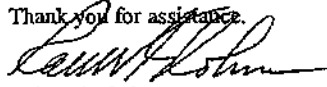
As you know, I contacted your office in 2003 to ask what I needed to do to obtain water from the City of Gig Harbor, given the approval I received from the City of Gig Harbor in 1984 to hook up to city water, but was advised by Mr. Hoppen, that this approval was no longer in force due to an ordinance adopted by the city in the last decade.

I subsequently made inquiries with the county about obtaining water for my property and the county advised me that I needed to go back to The City of Gig Harbor who was my water purveyor. Mr. Hoppen later advised me that a petition could be filed to amend the Urban Growth Boundary to include my property allowing the City of Gig Harbor to provide water and that the City of Gig Harbor would support this request for an amendment to the Urban Growth Boundary.

Until receiving your letter last weekend, I was under the impression that the City of Gig Harbor had already made application to Pierce County and that the application was to be acted on by Pierce County sometime this fall.

Therefore, I would appreciate the City of Gig Harbor's continued support so I can obtain the necessary water from the City of Gig Harbor. Please let me know if there is anything else I need to do regarding this matter.

Thank you for assistance.

  
Robert B. Cohen

**2005 APPLICATION  
FOR URBAN GROWTH AREA AMENDMENT  
TO PIERCE COUNTY COMPREHENSIVE PLAN**

An Urban Growth Area Amendment (UGA) is a proposed change or revision to the designated Comprehensive Urban Growth Area (CUGA) or designated urban growth area or urban service area of any city or town within Pierce County. Urban Growth Area Amendments are Comprehensive Plan amendments; however, such amendments shall only be considered by the Council following review pursuant to RCW 36.70A.130(3) and the County-Wide Planning Policies for Pierce County, and must be consistent with the provisions of any executed interlocal agreements for joint planning with any city or town within Pierce County (PCC 19C.10.040).

**NOTE:** An application must be completed for all proposed amendments, whether initiated by the County Council, County Executive, or a city or town with jurisdiction in Pierce County. No application is considered officially initiated until: 1) the Executive forwards the application to the County Council for inclusion in the Council resolution initiating amendments; 2) a city or town forwards the application to the County Council for inclusion in the Council resolution initiating amendments; or 3) the County Council includes the application in the resolution initiating amendments. It is the applicant's responsibility to provide the completed application and to check on the status of the request. If you want a city or town to initiate an amendment, you need to work directly with the city or town. See the handout 2005 Guidelines for Submitting Applications for Amendments to the Pierce County Comprehensive Plan for additional information. The deadline for submitting an application to the Council is 4:30 p.m., **December 1, 2004**. The deadline for submitting an application to the Executive is 4:30 p.m., **November 15, 2004**.

Complete all the blanks in this application form. We will not accept a letter or report in lieu of this application. However, reports, photos or other materials may be submitted to support your application.

**Applicant: City of Gig Harbor**

**Address: 3510 Grandview Street**

**City/State/Zip Code: Gig Harbor, WA 98335**

**Phone: (253) 851-6170**

**Agent: John P. Vodopich, AICP – City of Gig Harbor Community Development Director**

**Address: 3510 Grandview Street**

**City/State/Zip Code: Gig Harbor, WA 98335**

**Phone: (253) 851-6170**

**Initiation (check one):**

- Request Pierce County Council to initiate the amendment.
- Request Pierce County Executive to initiate the amendment.
- City of Gig Harbor is initiating the amendment.**

**DESCRIPTION OF AMENDMENT:**

Attach a map of the proposed amendment, showing all parcels and parcel numbers (see the County Assessor's Office to obtain maps and parcel information). If the Executive, County Council, or a city or town initiates your amendment, you may then be required to provide names, mailing addresses, and mailing labels for all property owners within 300 feet of the proposed amendment area. You will be sent detailed instructions for submitting that information.

Area of Amendment: Quarter: 12 Section: 5 Township: 21 Range: 02  
Quarter: 43 Section: 32 Township: 22 Range: 02

Total Number of Parcels: 12 *The total number of parcels and total acreage must be consistent with County Assessor data.*

Total Acreage: 29.81

Current Land Use Designation (see enclosed handout: "Pierce County Comprehensive Plan Land Use Designations and Zone Classifications"): Rural Reserve 5 (Rsv5) and Rural 10 (R10)

Desired Land Use Designation (see enclosed handout: "Pierce County Comprehensive Plan Land Use Designations and Zone Classifications")\*: Moderate Density Single Family (MSF)

\*New designation is necessary for UGA and CUGA amendments. For USA amendments, a new designation is optional.

If the amendment is within a city's or town's Urban Growth Area (UGA) or Urban Service Area (USA), or if the proposal would expand or contract a city's or town's UGA or USA, identify the city or town City of Gig Harbor

Have you contacted the city or town regarding the amendment? Yes

1. General Description of Proposal:

**Proposed expansion of the City of Gig Harbor Urban Growth Area to encompass approximately thirty (30) acres of property currently identified as being within the City's water service area.**

2. Why is the UGA/USA amendment needed and being proposed?

**To bring consistency between the City's water service area and the urban growth area boundary.**

3. Describe the land uses surrounding the proposed amendment (*residential, commercial, agricultural, etc.*).

North: Residential

South: Residential

East: Residential

West: Residential

4. How does the proposed UGA/USA amendment conform to the requirements of the Growth Management Act?

**Cities are the units of local government most appropriate to provide urban governmental services (RCW 36.70A.110 (4)). The area proposed to be included in the UGA is in the City of Gig Harbor water service area and, as such, should be included in the City UGA.**

5. How is the proposed UGA/USA amendment consistent with the County-Wide Planning Policies for Pierce County?

**Location of urban growth boundaries are to consider public facility and service availability, limits and extensions and jurisdictional boundaries (Pierce County CWPP's 2.2.1. b. & c.).**

6. For proposals to increase residential land capacity, explain why additional residential land capacity is needed.

**The proposal is not being initiated to increase residential land capacity. The proposal is to bring consistency between the City's water service area and the urban growth area boundary.**

7. For proposals to increase the supply of land available for the Employment Center designation, explain why there is a need for additional Employment Center land outside the Comprehensive Urban Growth Area.

**Not applicable**

8. For proposals to expand an urban growth area, explain how adequate public facilities can be provided within the 20-year planning horizon.

**The area proposed to be included in the urban growth area has been identified in the June 2001 City of Gig Harbor Water System Comprehensive Plan.**

**NOTE: If the proposed amendment is not addressed within a City or Town Comprehensive Plan, skip questions 9 - 16. However, the parcel information requested on page 7 of this application must be provided for all UGA amendments.**

9. Provide the title and adoption date for the City or Town Comprehensive Plan that addresses the proposed amendment.

**The area proposed to be included in the urban growth area was not addressed in the November 1994 City of Gig Harbor Comprehensive Plan, therefore question 9 - 16 are skipped as directed above.**



10. List the environmental documentation (e.g., Environmental Impact Statement) prepared by the City or Town for its Plan as required by SEPA (cite title, date and page number):
  
11. Identify the City or Town plans for providing and funding capital improvements to serve the proposed area with services (cite title, date and page number):  
sewer:  
  
storm drainage:  
  
transportation:  
  
domestic water supply:
  
12. Describe the methodology used by the municipality to calculate the population holding capacity (cite title, date and page number):
  
13. Provide the population holding capacity for the municipality (cite title, date and page number):
  
14. List the Comprehensive Plan policies which identify the range of allowable residential densities (cite page number):
  
15. List the Comprehensive Plan policies which encourage urban density infill (cite page number):
  
16. For Urban Service Area (USA) amendments only, will the proposed amendment resolve or create an overlap with the USA of another jurisdiction? If yes, please describe and show the overlap on the attached map:

**PARCEL INFORMATION**

This page must be completed for **each** parcel included in the Urban Growth Area Amendment proposal.  
Taxpayer or Legal Owner: **Veitenhans, Mark S**

Address: **4625 NE 73<sup>rd</sup> Street**

City/State/Zip: **Seattle, WA 98115-6113**

Phone: **(206) 545-1892**

Tax Parcel Number: **0222324039**

Lot Size: Acreage/Sq. Ft.: **0.52 Acres** (From County Assessor Records or Tax Statement)

Current Use Code: **9100** (4 Digit Land Use Code From County Assessor Records or Tax Statement)

Site Address: **9702XXX Crescent Valley Drive NW**

Location: Range: **02** Township: **22** Section: **32** Quarter: **43**

Current Land Use Designation (see enclosed handout: "Pierce County Comprehensive Plan Land Use Designations and Zone Classifications"): **Rural 10 (R10)**

Desired Land Use Designation (see enclosed handout: "Pierce County Comprehensive Plan Land Use Designations and Zone Classifications"): **Moderate Density Single Family (MSF)**

Desired Zone Classification to implement the Land Use Designation (see enclosed handout: "Pierce County Comprehensive Plan Land Use Designations and Zone Classifications"): **Single-Family (SF)**

Current Use of the Property (Describe the buildings/businesses and other improvements on the site):

**Vacant**

**SERVICES:**

Please provide the following information regarding the availability of services.

The site is currently served by sewer ; septic . (check one)

Sewer Provider:

The site is currently served by a public water system ; well . (check one)

Water Purveyor: **City of Gig Harbor**

The site is located on a public road ; private road . (check one)

Name of road: **Crescent Valley Drive NW**

Fire District #: **5** Name: **Gig Harbor Fire & Medic One**

School District #: **401** Name: **Peninsula School District**

**PARCEL INFORMATION**

This page must be completed for **each** parcel included in the Urban Growth Area Amendment proposal.  
Taxpayer or Legal Owner: **Veitenhans, Mark S**

Address: **4625 NE 73<sup>rd</sup> Street**

City/State/Zip: **Seattle, WA 98115-6113**

Phone: **(206) 545-1892**

Tax Parcel Number: **0222324040**

Lot Size/Acreage/Sq. Ft.: 0.33 Acres (From County Assessor Records or Tax Statement)

Current Use Code: 9100 (4 Digit Land Use Code From County Assessor Records or Tax Statement)

Site Address: **2822XXX 96<sup>th</sup> Street NW**

Location: Range: 02 Township: 22 Section: 32 Quarter: 43

Current Land Use Designation (see enclosed handout: "Pierce County Comprehensive Plan Land Use Designations and Zone Classifications"): Rural 10 (R10)

Desired Land Use Designation (see enclosed handout: "Pierce County Comprehensive Plan Land Use Designations and Zone Classifications"): Moderate Density Single Family (MSF)

Desired Zone Classification to implement the Land Use Designation (see enclosed handout: "Pierce County Comprehensive Plan Land Use Designations and Zone Classifications"): Single-Family (SF)

Current Use of the Property (Describe the buildings/businesses and other improvements on the site):

**Vacant**

**SERVICES:**

Please provide the following information regarding the availability of services.

The site is currently served by sewer \_\_\_; septic X. (check one)

Sewer Provider:

The site is currently served by a public water system X; well \_\_\_. (check one)

Water Purveyor: **City of Gig Harbor**

The site is located on a public road \_\_\_; private road X. (check one)

Name of road: **Private drive off of Crescent Valley Drive NW**

Fire District #: 5 Name: **Gig Harbor Fire & Medic One**

School District #: 401 Name: **Peninsula School District**

**PARCEL INFORMATION**

This page must be completed for each parcel included in the Urban Growth Area Amendment proposal.  
Taxpayer or Legal Owner: **Reich Land Inc.**

Address: **29409 39<sup>th</sup> Avenue South**

City/State/Zip: **Roy, WA 98580-8683**

Phone: **Unknown**

Tax Parcel Number: **0222324051**

Lot Size:Acreage/Sq. Ft.: **8.38 Acres** (From County Assessor Records or Tax Statement)

Current Use Code: **1101** (4 Digit Land Use Code From County Assessor Records or Tax Statement)

Site Address: **9609 Crescent Valley Drive NW**

Location: Range: **02** Township: **22** Section: **32** Quarter: **43**

Current Land Use Designation (see enclosed handout: "Pierce County Comprehensive Plan Land Use Designations and Zone Classifications"): **Rural 10 (R10)**

Desired Land Use Designation (see enclosed handout: "Pierce County Comprehensive Plan Land Use Designations and Zone Classifications"): **Moderate Density Single Family (MSF)**

Desired Zone Classification to implement the Land Use Designation (see enclosed handout: "Pierce County Comprehensive Plan Land Use Designations and Zone Classifications"): **Single-Family (SF)**

Current Use of the Property (Describe the buildings/businesses and other improvements on the site):

**Single Family Dwelling**

**SERVICES:**

Please provide the following information regarding the availability of services.

The site is currently served by sewer ; septic . (check one)

Sewer Provider:

The site is currently served by a public water system ; well . (check one)

Water Purveyor: **City of Gig Harbor**

The site is located on a public road ; private road . (check one)

Name of road: **Crescent Valley Drive NW & 96<sup>th</sup> Street NW**

Fire District #: **5** Name: **Gig Harbor Fire & Medic One**

School District #: **401** Name: **Peninsula School District**

**PARCEL INFORMATION**

This page must be completed for each parcel included in the Urban Growth Area Amendment proposal.

Taxpayer or Legal Owner: **City of Gig Harbor**

Address: **3510 Grandview Street**

City/State/Zip: **Gig Harbor, WA 98335**

Phone: **(253) 851-6170**

Tax Parcel Number: **0222324050**

Lot Size/Acreage/Sq. Ft.: **0.17 Acres** (From County Assessor Records or Tax Statement)

Current Use Code: **9100** (4 Digit Land Use Code From County Assessor Records or Tax Statement)

Site Address: **2200XXX 96<sup>th</sup> Street NW**

Location: Range: **02** Township: **22** Section: **32** Quarter: **43**

Current Land Use Designation (see enclosed handout: "Pierce County Comprehensive Plan Land Use Designations and Zone Classifications"): **Rural 10 (R10)**

Desired Land Use Designation (see enclosed handout: "Pierce County Comprehensive Plan Land Use Designations and Zone Classifications"): **Moderate Density Single Family (MSF)**

Desired Zone Classification to implement the Land Use Designation (see enclosed handout: "Pierce County Comprehensive Plan Land Use Designations and Zone Classifications"): **Single-Family (SF)**

Current Use of the Property (Describe the buildings/businesses and other improvements on the site):

**Water Storage Tank**

**SERVICES:**

Please provide the following information regarding the availability of services.

The site is currently served by sewer \_\_\_; septic **X**. (check one)

Sewer Provider:

The site is currently served by a public water system **X**; well \_\_\_. (check one)

Water Purveyor: **City of Gig Harbor**

The site is located on a public road **X**; private road \_\_\_. (check one)

Name of road: **96<sup>th</sup> Street NW**

Fire District #: **5** Name: **Gig Harbor Fire & Medic One**

School District #: **401** Name: **Peninsula School District**

**PARCEL INFORMATION**

This page must be completed for each parcel included in the Urban Growth Area Amendment proposal.  
Taxpayer or Legal Owner: **City of Gig Harbor**

Address: **3510 Grandview Street**

City/State/Zip: **Gig Harbor, WA 98335**

Phone: **(253) 851-6170**

Tax Parcel Number: **0222324046**

Lot Size: Acreage/Sq. Ft.: 0.41 Acres (From County Assessor Records or Tax Statement)

Current Use Code: 9100 (4 Digit Land Use Code From County Assessor Records or Tax Statement)

Site Address: **2200XXX 96<sup>th</sup> Street NW**

Location: Range: 02 Township: 22 Section: 32 Quarter: 43

Current Land Use Designation (see enclosed handout: "Pierce County Comprehensive Plan Land Use Designations and Zone Classifications"): **Rural 10 (R10)**

Desired Land Use Designation (see enclosed handout: "Pierce County Comprehensive Plan Land Use Designations and Zone Classifications"): **Moderate Density Single Family (MSF)**

Desired Zone Classification to implement the Land Use Designation (see enclosed handout: "Pierce County Comprehensive Plan Land Use Designations and Zone Classifications"): **Single-Family (SF)**

Current Use of the Property (Describe the buildings/businesses and other improvements on the site):

**Water Storage Tank**

**SERVICES:**

Please provide the following information regarding the availability of services.

The site is currently served by sewer \_\_\_; septic X. (check one)

Sewer Provider:

The site is currently served by a public water system X; well \_\_\_. (check one)

Water Purveyor: **City of Gig Harbor**

The site is located on a public road X; private road \_\_\_. (check one)

Name of road: **96<sup>th</sup> Street NW**

Fire District #: 5 Name: **Gig Harbor Fire & Medic One**

School District #: 401 Name: **Peninsula School District**

**PARCEL INFORMATION**

This page must be completed for **each** parcel included in the Urban Growth Area Amendment proposal.  
Taxpayer or Legal Owner: **Mc Graw, Rodney S.**

Address: **13212 Muir Drive NW**

City/State/Zip: **Gig Harbor, WA 98332-8863**

Phone: **(253) 851-5865**

Tax Parcel Number: **0221051054**

Lot Size:Acreage/Sq. Ft.: **6.53 Acres** (From County Assessor Records or Tax Statement)

Current Use Code: **1101** (4 Digit Land Use Code From County Assessor Records or Tax Statement)

Site Address: **2802 96<sup>th</sup> Street NW**

Location: Range: **02** Township: **21** Section: **05** Quarter: **12**

Current Land Use Designation (see enclosed handout: "Pierce County Comprehensive Plan Land Use Designations and Zone Classifications"): **Reserve 5 (RSV5)**

Desired Land Use Designation (see enclosed handout: "Pierce County Comprehensive Plan Land Use Designations and Zone Classifications"): **Moderate Density Single Family (MSF)**

Desired Zone Classification to implement the Land Use Designation (see enclosed handout: "Pierce County Comprehensive Plan Land Use Designations and Zone Classifications"): **Single-Family (SF)**

Current Use of the Property (Describe the buildings/businesses and other improvements on the site):

**Single Family Dwelling**

**SERVICES:**

Please provide the following information regarding the availability of services.

The site is currently served by sewer \_\_\_; septic **X**. (check one)

Sewer Provider:

The site is currently served by a public water system **X**; well \_\_\_. (check one)

Water Purveyor: **City of Gig Harbor**

The site is located on a public road **X**; private road \_\_\_. (check one)

Name of road: **96<sup>th</sup> Street NW**

Fire District #: **5** Name: **Gig Harbor Fire & Medic One**

School District #: **401** Name: **Peninsula School District**

**PARCEL INFORMATION**

This page must be completed for **each** parcel included in the Urban Growth Area Amendment proposal.  
Taxpayer or Legal Owner: **Lovrovich, Thomas A. & Rahna M.**

Address: **2910 96<sup>th</sup> Street NW**

City/State/Zip: **Gig Harbor, WA 98332-9551**

Phone: **(253) 851-1959**

Tax Parcel Number: **0221051053**

Lot Size:Acreage/Sq. Ft.: **0.99 Acres** (From County Assessor Records or Tax Statement)

Current Use Code: **1101** (4 Digit Land Use Code From County Assessor Records or Tax Statement)

Site Address: **2910 96<sup>th</sup> Street NW**

Location: Range: **02** Township: **21** Section: **05** Quarter: **12**

Current Land Use Designation (see enclosed handout: "Pierce County Comprehensive Plan Land Use Designations and Zone Classifications"): **Reserve 5 (RSV5)**

Desired Land Use Designation (see enclosed handout: "Pierce County Comprehensive Plan Land Use Designations and Zone Classifications"): **Moderate Density Single Family (MSF)**

Desired Zone Classification to implement the Land Use Designation (see enclosed handout: "Pierce County Comprehensive Plan Land Use Designations and Zone Classifications"): **Single-Family (SF)**

Current Use of the Property (Describe the buildings/businesses and other improvements on the site):

**Single Family Dwelling**

**SERVICES:**

Please provide the following information regarding the availability of services.

The site is currently served by sewer \_\_\_; septic X. (check one)

Sewer Provider:

The site is currently served by a public water system X; well \_\_\_. (check one)

Water Purveyor: **City of Gig Harbor**

The site is located on a public road X; private road \_\_\_. (check one)

Name of road: **96<sup>th</sup> Street NW**

Fire District #: 5 Name: **Gig Harbor Fire & Medic One**

School District #: 401 Name: **Peninsula School District**



**PARCEL INFORMATION**

This page must be completed for each parcel included in the Urban Growth Area Amendment proposal.  
Taxpayer or Legal Owner: **Paulson, Fred M. & Jane G. Ttee**

Address: **8188 86<sup>th</sup> Avenue NW**

City/State/Zip: **Gig Harbor, WA 98332-6778**

Phone: **(253) 851-1116**

Tax Parcel Number: **0221051052**

Lot Size:Acreage/Sq. Ft.: **2.48 Acres** (From County Assessor Records or Tax Statement)

Current Use Code: **9100** (4 Digit Land Use Code From County Assessor Records or Tax Statement)

Site Address: **2822XXX 96<sup>th</sup> Street NW**

Location: Range: **02** Township: **21** Section: **05** Quarter: **12**

Current Land Use Designation (see enclosed handout: "Pierce County Comprehensive Plan Land Use Designations and Zone Classifications"): **Reserve 5 (RSV5)**

Desired Land Use Designation (see enclosed handout: "Pierce County Comprehensive Plan Land Use Designations and Zone Classifications"): **Moderate Density Single Family (MSF)**

Desired Zone Classification to implement the Land Use Designation (see enclosed handout: "Pierce County Comprehensive Plan Land Use Designations and Zone Classifications"): **Single-Family (SF)**

Current Use of the Property (Describe the buildings/businesses and other improvements on the site):

**Vavant**

**SERVICES:**

Please provide the following information regarding the availability of services.

The site is currently served by sewer \_\_\_; septic **X**. (check one)

Sewer Provider:

The site is currently served by a public water system **X**; well \_\_\_. (check one)

Water Purveyor: **City of Gig Harbor**

The site is located on a public road **X**; private road \_\_\_. (check one)

Name of road: **Crescent Valley Drive NW & 96<sup>th</sup> Street NW**

Fire District #: **5** Name: **Gig Harbor Fire & Medic One**

School District #: **401** Name: **Peninsula School District**

**PARCEL INFORMATION**

This page must be completed for each parcel included in the Urban Growth Area Amendment proposal.

Taxpayer or Legal Owner: **Lockwood, Brian**

Address: **621 Myrtle Street**

City/State/Zip: **Glendale, CA 91203-1611**

Phone: **(818) 548-7252**

Tax Parcel Number: **0221051032**

Lot Size:Acreage/Sq. Ft.: 1.67 Acres (From County Assessor Records or Tax Statement)

Current Use Code: 1152 (4 Digit Land Use Code From County Assessor Records or Tax Statement)

Site Address: **9423 Crescent Valley Drive NW**

Location: Range: 02 Township: 21 Section: 05 Quarter: 12

Current Land Use Designation (see enclosed handout: "Pierce County Comprehensive Plan Land Use

Designations and Zone Classifications"): Reserve 5 (RSV5)

Desired Land Use Designation (see enclosed handout: "Pierce County Comprehensive Plan Land Use

Designations and Zone Classifications"): Moderate Density Single Family (MSF)

Desired Zone Classification to implement the Land Use Designation (see enclosed handout: "Pierce County

Comprehensive Plan Land Use Designations and Zone Classifications"): Single-Family (SF)

Current Use of the Property (Describe the buildings/businesses and other improvements on the site):

**Mobile/Manufactured Home**

**SERVICES:**

Please provide the following information regarding the availability of services.

The site is currently served by sewer ; septic . (check one)

Sewer Provider:

The site is currently served by a public water system ; well . (check one)

Water Purveyor: **City of Gig Harbor**

The site is located on a public road ; private road . (check one)

Name of road: **Crescent Valley Drive NW**

Fire District #: 5 Name: **Gig Harbor Fire & Medic One**

School District #: 401 Name: **Peninsula School District**

**PARCEL INFORMATION**

This page must be completed for each parcel included in the Urban Growth Area Amendment proposal.  
Taxpayer or Legal Owner: **Baumgartner, Tracy S. & Rebecca N.**

Address: **9421 Crescent Valley Drive NW**

City/State/Zip: **Gig Harbor, WA 98332-9536**

Phone: **(253) 851-1963**

Tax Parcel Number: **0221051034**

Lot Size: Acreage/Sq. Ft.: 1.35 Acres (From County Assessor Records or Tax Statement)

Current Use Code: 1101 (4 Digit Land Use Code From County Assessor Records or Tax Statement)

Site Address: **9421 Crescent Valley Drive NW**

Location: Range: 02 Township: 21 Section: 05 Quarter: 12

Current Land Use Designation (see enclosed handout: "Pierce County Comprehensive Plan Land Use Designations and Zone Classifications"): Reserve 5 (RSV5)

Desired Land Use Designation (see enclosed handout: "Pierce County Comprehensive Plan Land Use Designations and Zone Classifications"): Moderate Density Single Family (MSF)

Desired Zone Classification to implement the Land Use Designation (see enclosed handout: "Pierce County Comprehensive Plan Land Use Designations and Zone Classifications"): Single-Family (SF)

Current Use of the Property (Describe the buildings/businesses and other improvements on the site):

**Single Family Dwelling**

**SERVICES:**

Please provide the following information regarding the availability of services.

The site is currently served by sewer \_\_\_; septic X. (check one)

Sewer Provider:

The site is currently served by a public water system X; well \_\_\_. (check one)

Water Purveyor: **City of Gig Harbor**

The site is located on a public road X; private road \_\_\_. (check one)

Name of road: **Crescent Valley Drive NW**

Fire District #: 5 Name: **Gig Harbor Fire & Medic One**

School District #: 401 Name: **Peninsula School District**

**PARCEL INFORMATION**

This page must be completed for each parcel included in the Urban Growth Area Amendment proposal.  
Taxpayer or Legal Owner: **Cohen, Robert B.**

Address: **170 Brandywine Place**

City/State/Zip: **Clayton, CA 94517-2220**

Phone: **(925) 673-1492 Home (415) 291-7225 extension 237 Work**

Tax Parcel Number: **0221051034**

Lot Size:Acreage/Sq. Ft.: **1.98 Acres** (From County Assessor Records or Tax Statement)

Current Use Code: **9100** (4 Digit Land Use Code From County Assessor Records or Tax Statement)

Site Address: **2200XXX 96<sup>th</sup> Street NW**

Location: Range: **02** Township: **21** Section: **05** Quarter: **12**

Current Land Use Designation (see enclosed handout: "Pierce County Comprehensive Plan Land Use Designations and Zone Classifications"): **Reserve 5 (RSV5)**

Desired Land Use Designation (see enclosed handout: "Pierce County Comprehensive Plan Land Use Designations and Zone Classifications"): **Moderate Density Single Family (MSF)**

Desired Zone Classification to implement the Land Use Designation (see enclosed handout: "Pierce County Comprehensive Plan Land Use Designations and Zone Classifications"): **Single-Family (SF)**

Current Use of the Property (Describe the buildings/businesses and other improvements on the site):

**Vacant**

**SERVICES:**

Please provide the following information regarding the availability of services.

The site is currently served by sewer ; septic . (check one)

Sewer Provider:

The site is currently served by a public water system ; well . (check one)

Water Purveyor: **City of Gig Harbor**

The site is located on a public road ; private road . (check one)

Name of road: **Crescent Valley Drive NW & 96<sup>th</sup> Street NW**

Fire District #: **5** Name: **Gig Harbor Fire & Medic One**

School District #: **401** Name: **Peninsula School District**

**PARCEL INFORMATION**

This page must be completed for each parcel included in the Urban Growth Area Amendment proposal.

Taxpayer or Legal Owner: **Cohen, Robert B.**

Address: **170 Brandywine Place**

City/State/Zip: **Clayton, CA 94517-2220**

Phone: **(925) 673-1492 Home (415) 291-7225 extension 237 Work**

Tax Parcel Number: **0221051030**

Lot Size: Acreage/Sq. Ft.: 5 Acres (From County Assessor Records or Tax Statement)

Current Use Code: 9100 (4 Digit Land Use Code From County Assessor Records or Tax Statement)

Site Address: **2200XXX 96<sup>th</sup> Street NW**

Location: Range: 02 Township: 21 Section: 05 Quarter: 12

Current Land Use Designation (see enclosed handout: "Pierce County Comprehensive Plan Land Use Designations and Zone Classifications"): Reserve 5 (RSV5)

Desired Land Use Designation (see enclosed handout: "Pierce County Comprehensive Plan Land Use Designations and Zone Classifications"): Moderate Density Single Family (MSF)

Desired Zone Classification to implement the Land Use Designation (see enclosed handout: "Pierce County Comprehensive Plan Land Use Designations and Zone Classifications"): Single-Family (SF)

Current Use of the Property (Describe the buildings/businesses and other improvements on the site):

**Vacant**

**SERVICES:**

Please provide the following information regarding the availability of services.

The site is currently served by sewer \_\_\_; septic X. (check one)

Sewer Provider:

The site is currently served by a public water system X; well \_\_\_. (check one)

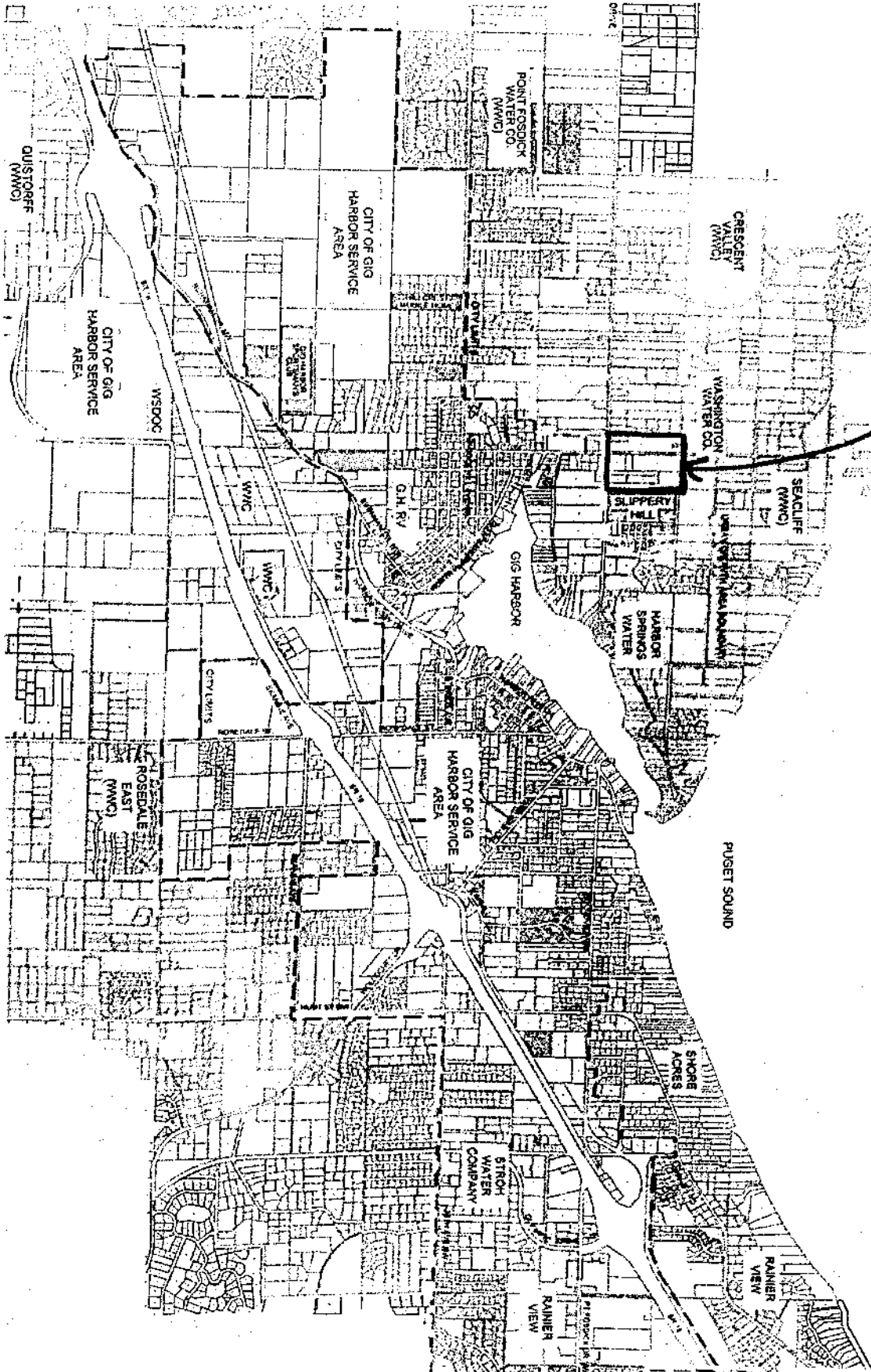
Water Purveyor: **City of Gig Harbor**

The site is located on a public road X; private road \_\_\_. (check one)

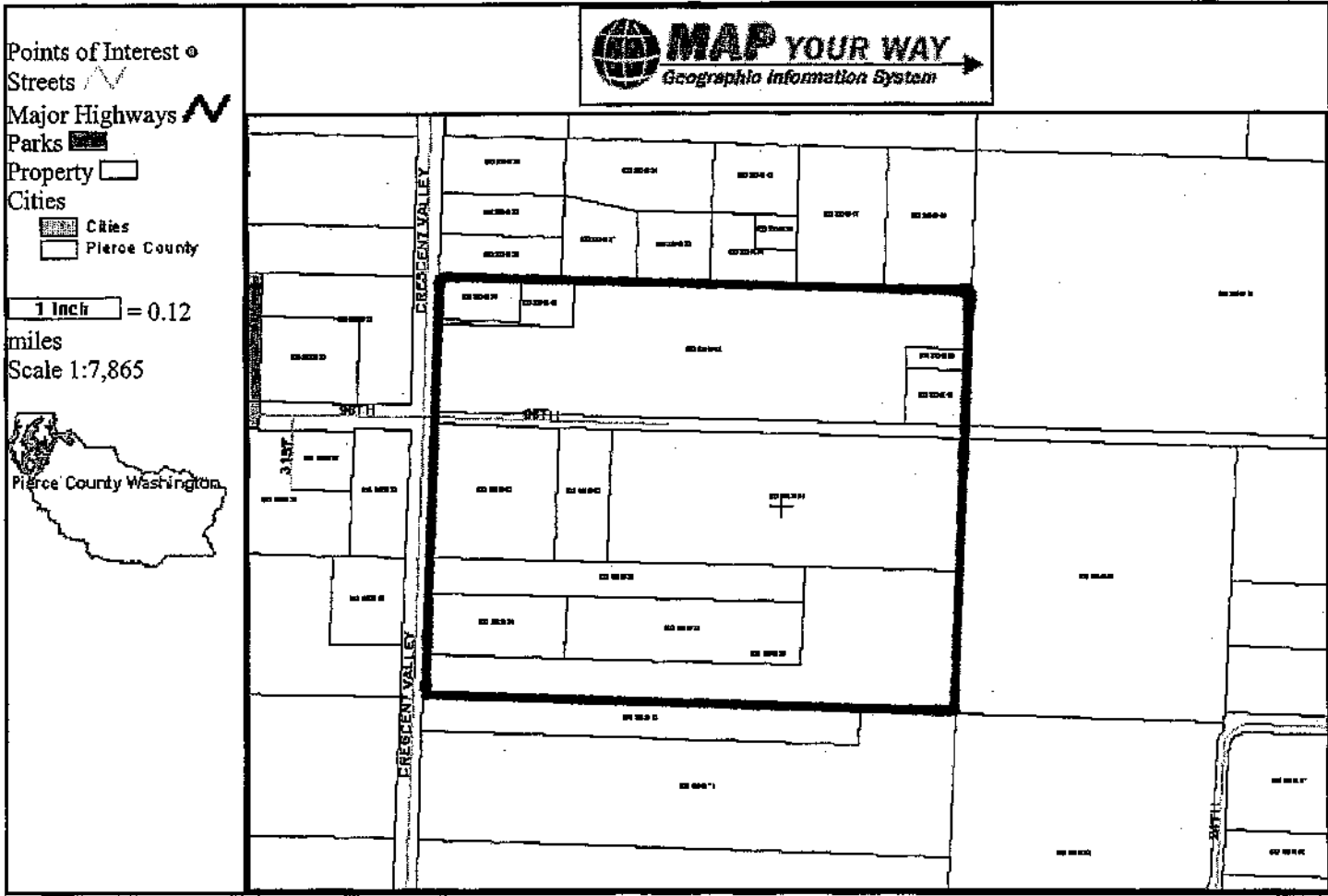
Name of road: **Crescent Valley Drive NW & 96<sup>th</sup> Street NW**

Fire District #: 5 Name: **Gig Harbor Fire & Medic One**

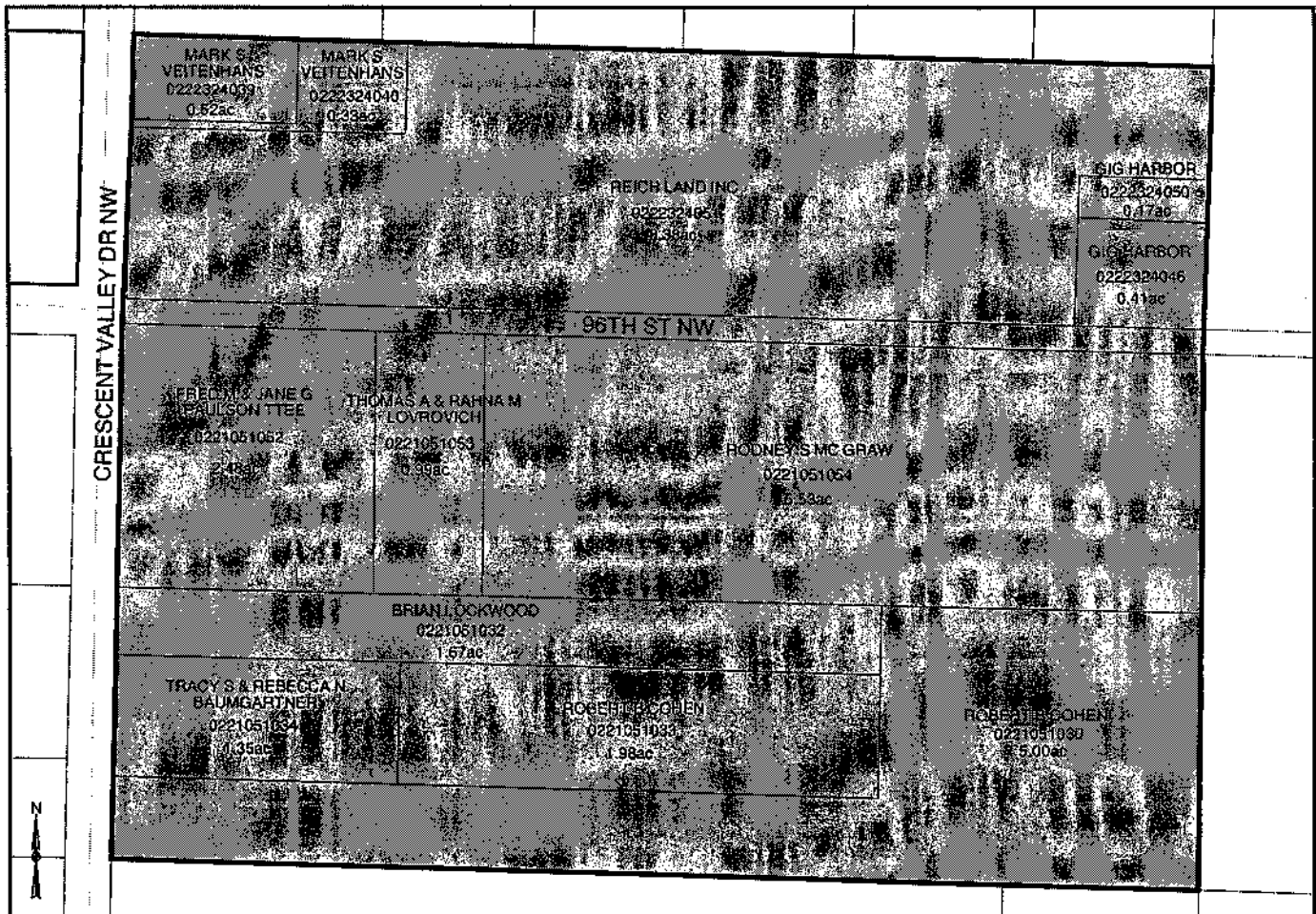
School District #: 401 Name: **Peninsula School District**



Proposed  
UGA  
expansion



Proposed UGA Expansion – City of Gig Harbor



Proposed UGA Expansion - City of Gig Harbor





**TO: MAYOR WILBERT AND CITY COUNCIL**  
**FROM: DAVID RODENBACH, FINANCE DIRECTOR** *DR*  
**SUBJECT: FIRST READING - 2005 BUDGET ORDINANCE**  
**DATE: NOVEMBER 8, 2004**

### **BACKGROUND**

The total budget is \$24,396,640. Total budgeted revenues for 2005 are \$15.6 million while budgeted beginning fund balances total \$8.8 million. Total budgeted expenditures for 2005 are \$19.4 million and budgeted ending fund balances total \$5.0 million.

The General Fund accounts for 36 percent of total expenditures, while Special Revenue (Street, Drug Investigation, Hotel - Motel, Public Art Capital Projects, Park Development, Civic Center Debt Reserve, Property Acquisition, General Government Capital Improvement, Impact Fee Trust and Lighthouse Maintenance) and Enterprise Funds are 31 percent and 28 percent of total expenditures. General government debt service funds are 5 percent of 2005 budgeted expenditures.

Two additional full time positions; Assistant Planner and Laborer and a temporary part-time Administrative Assistant and temporary Data Entry Clerk are included in the 2005 budget.

There are two significant changes resulting from the November 1 and 2 budget study sessions incorporated into this budget:

- Several capital purchases were cut resulting in savings of \$73,000. This amount will be transferred into the Park Development Fund.
- The budget objective in the Street Operating Fund that replaced 1,000 feet of existing sidewalk on the south side of Harborview Dr. between Stinson Ave. and Rosedale St. was deleted. This resulted in a savings of \$140,000 which is to be applied to a City-wide traffic capacity and intersection Level of Service analysis. This objective is expected to cost \$150,000.

### **RECOMMENDATION**

I recommend adoption of the 2005 budget ordinance upon second reading.

**CITY OF GIG HARBOR  
ORDINANCE NO.**

**AN ORDINANCE ADOPTING THE BUDGET FOR THE CITY OF GIG  
HARBOR, WASHINGTON, FOR THE 2005 FISCAL YEAR.**

---

**WHEREAS**, the Mayor of the City of Gig Harbor, Washington completed and placed on file with the city clerk a proposed budget and estimate of the amount of the moneys required to meet the public expenses, bond retirement and interest, reserve funds and expenses of government of said city for the 2005 fiscal year, and a notice was published that the Gig Harbor City Council would meet on November 8 and November 22, 2004 at 7:00 p.m., in the Council Chambers in the Civic Center for the purpose of making and adopting a budget for 2005 and giving taxpayers an opportunity to be heard on the budget; and

**WHEREAS**, the said city council did meet at the established time and place and did consider the matter of the 2005 proposed budget; and

**WHEREAS**, the 2005 proposed budget does not exceed the lawful limit of taxation allowed by law to be levied on the property within the City of Gig Harbor for the purposes set forth in the budget, and the estimated expenditures set forth in the budget being all necessary to carry on the government of Gig Harbor for 2005 and being sufficient to meet the various needs of Gig Harbor during 2005.

**NOW, THEREFORE**, the City Council of the City of Gig Harbor **DO ORDAIN** as follows:

Section 1. The budget for the City of Gig Harbor, Washington, for the year 2005 is hereby adopted in its final form and content.

Section 2. Estimated resources, including beginning fund balances, for each separate fund of the City of Gig Harbor, and aggregate total for all funds combined, for the year 2005 are set forth in summary form below, and are hereby appropriated for expenditure during the year 2005 as set forth below:

**2005 BUDGET APPROPRIATIONS**

<u>FUND / DEPARTMENT</u>	<u>AMOUNT</u>
001 GENERAL GOVERNMENT	
01 NON-DEPARTMENTAL	\$2,298,600
02 LEGISLATIVE	31,600
03 MUNICIPAL COURT	466,300
04 ADMINISTRATIVE/FINANCIAL	742,500
06 POLICE	2,006,950
14 COMMUNITY DEVELOPMENT	1,218,450
15 PARKS AND RECREATION	936,490
16 BUILDING	321,900
19 ENDING FUND BALANCE	1,011,155
001 TOTAL GENERAL FUND	9,033,945
101 STREET FUND	3,278,974
105 DRUG INVESTIGATION FUND	9,251
107 HOTEL-MOTEL FUND	496,665
108 PUBLIC ART CAPITAL PROJECTS	40,250
109 PARK DEVELOPMENT FUND	13,277
110 CIVIC CENTER DEBT RESERVE	2,046,453
208 LTGO BOND REDEMPTION	923,220
209 2000 NOTE REDEMPTION	111,072
210 LID 99-1 GUARANTY	83,052
301 PROPERTY ACQUISITION FUND	554,291
305 GENERAL GOVT. CAPITAL IMPROVEMENT	670,177
309 IMPACT FEE TRUST	350,593
401 WATER OPERATING	1,234,091
402 SEWER OPERATING	1,942,334
407 UTILITY RESERVE	132,937
408 UTILITY BOND REDEMPTION FUND	351,625
410 SEWER CAPITAL CONSTRUCTION	1,853,715
411 STORM SEWER OPERATING	717,322
420 WATER CAPITAL ASSETS	551,594
605 LIGHTHOUSE MAINTENANCE TRUST	1,802
TOTAL ALL FUNDS	<u>\$ 24,396,640</u>

Section 3. Attachment "A" is adopted as the 2005 personnel salary schedule.

Section 4. The city clerk is directed to transmit a certified copy of the 2005 budget hereby adopted to the Division of Municipal Corporations in the Office of the State Auditor and to the Association of Washington Cities.

Section 5. This ordinance shall be in force and take effect five (5) days after its publication according to law.

**PASSED** by the City Council of the City of Gig Harbor, Washington, and approved by its Mayor at a regular meeting of the council held on this 22nd day of November, 2004.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Molly Towslee, City Clerk

Filed with city clerk:  
Passed by the city council:  
Date published:  
Date effective:

## ATTACHMENT "A"

### 2005 Salary Schedule

<b>POSITION</b>	<b>Minimum</b>	<b>Maximum</b>
City Administrator	\$7,380	\$9,225
Chief of Police	6,029	7,536
Community Development Director	5,871	7,339
Finance Director	5,810	7,263
Police Lieutenant	5,426	6,783
City Engineer	5,108	6,385
Director of Operations	5,108	6,385
Information Systems Manager	5,108	6,385
Planning Manager	5,108	6,385
Fire Marshal/Building Official	5,108	6,385
Police Sergeant	4,791	5,989
Senior Planner	4,499	5,624
City Clerk	4,493	5,616
Treatment Plant Supervisor	4,474	5,593
Accountant	4,384	5,480
Court Administrator	4,377	5,471
Associate Engineer	4,294	5,368
Assistant Building Official	4,178	5,223
Field Supervisor	4,083	5,104
Marketing Director	4,043	5,054
Associate Planner	3,802	4,753
Payroll/Benefits Administrator	3,796	4,745
Police Officer	3,760	4,700
Planning/Building Inspector	3,625	4,531
Construction Inspector	3,625	4,531
Mechanic	3,583	4,479
Treatment Plant Operator	3,526	4,408
Engineering Technician	3,524	4,405
Maintenance Worker	3,426	4,283
Assistant City Clerk	3,369	4,211
Assistant Planner	3,317	4,146
Finance Technician	3,209	4,011
Information Systems Assistant	3,196	3,995
Community Development Assistant	3,097	3,871
Community Services Officer	3,028	3,785
Court Clerk	2,762	3,453
Custodian	2,751	3,439
Laborer	2,751	3,439
Mechanic Assistant	2,751	3,439
Administrative Assistant	2,658	3,323
Police Services Specialist	2,633	3,291
Community Development Clerk	2,409	3,011
Administrative Receptionist	\$2,409	\$3,011



COMMUNITY DEVELOPMENT DEPARTMENT

**TO: MAYOR WILBERT AND CITY COUNCIL**  
**FROM: JOHN P. VODOPICH, AICP**  
**COMMUNITY DEVELOPMENT DIRECTOR**  
**SUBJECT: FIRST READING OF ORDINANCE**  
**AMENDMENT TO THE PLANNED COMMUNITY DEVELOPMENT –**  
**MEDIUM DENSITY RESIDENTIAL (PCD-RMD) ZONE PERFORMANCE**  
**STANDARDS**  
**DATE: NOVEMBER 8, 2004**

**INFORMATION/BACKGROUND**

Attached for your consideration and for first reading is an ordinance amending the performance standards of the Planned Community Development – Medium Density Residential (PCD-RMD) zone.

The applicant, Carl Halsan, has submitted an application requesting a text amendment to Gig Harbor Municipal Code (GHMC) Section 17.21.040 to make specific changes to the PCD-RMD zone performance standards that would better accommodate “small-lot single family” style development.

According to the materials submitted by the applicant, new housing styles such as “small lot single family” are not feasible under the requirements of the current performance standards for the PCD-RMD zone. In order to integrate the “small lot single family” style housing, the applicant has proposed to make a number of changes to the performance standards of this zone. Specifically, the applicant proposes to lower the minimum density, decrease interior lot setbacks, allow averaging of maximum lot area coverage, reduce buffer dimensions, and define street width standards.

On August 19, 2004, the Planning Commission held a work study session to discuss the proposed amendments to the PCD-RMD zone. During the meeting it was generally agreed that the applicant’s proposed density range and maximum lot area coverage would be acceptable. Although there was some concern about the impacts to the City’s buildable lands inventory, it was determined that the proposed density range would not negatively affect the inventory, since it would still allow eight units/acre with up to 10.4/acre allowed through density bonuses.

Regarding the proposed changes to circulation/roads/streets, it was generally agreed that the appropriate location within the Gig Harbor Municipal Code is in Title 12, (Streets and Sidewalks), not the PCD-RMD zone.

On September 2, 2004 the Planning Commission held a public hearing on the proposed amendments. After discussion following public testimony, the Planning Commission voted to recommend approval of the proposed amendments, except that any specific street standards would remain in Title 12 of the Gig Harbor Municipal Code. A copy of the September 2, 2004 Planning Commission Minutes is attached.

#### **POLICY CONSIDERATIONS**

The intent statement of the PCD-RMD zone describes the anticipated housing style as dense, high quality, and able to provide housing for a range of lifestyles and income levels. It also states that the zone should provide for the efficient delivery of public services and to increase residents' accessibility to employment, transportation and shopping, and that it should also serve as a buffer between intensively developed areas and lower density residential areas. The proposed changes are consistent with the intent of the PCD-RMD zone.

#### **ENVIRONMENTAL ANALYSIS**

A SEPA threshold determination of non-significance (DNS) was issued for the proposed amendments on July 30, 2004. Notice of the SEPA threshold determination was sent to agencies with jurisdiction and was published in the Peninsula Gateway on June 2, 2004. The deadline to file an appeal was August 15, 2004.

#### **FISCAL IMPACTS**

None.

#### **RECOMMENDATION**

I recommend that the City Council approve the ordinance as presented following the second reading.

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GIG HARBOR, WASHINGTON, RELATING TO LAND USE AND ZONING, AMENDING THE PERFORMANCE STANDARDS OF THE PLANNED COMMUNITY DEVELOPMENT – MEDIUM DENSITY RESIDENTIAL (PCD-RMD) ZONE IN GIG HARBOR MUNICIPAL CODE SECTION 17.21.040.

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WHEREAS, the intent of the Planned Community Development – Medium Density Residential (PCD-RMD) zone is to (a) provide for greater population densities to facilitate high quality affordable housing, a greater range of lifestyles and income levels, (b) provide for the efficient delivery of public services and to increase residents' accessibility to employment, transportation and shopping, and (c) serve as a buffer and transition area between more intensively developed areas and lower density residential areas; and

WHEREAS, the proposed changes to the performance standards are consistent with the intent of the PCD-RMD zone; and

WHEREAS, the City's SEPA Responsible Official has made a Determination of Non-Significance (DNS) for this Ordinance on July 30, 2004; and

WHEREAS, no appeals of the DNS were filed with the City; and

WHEREAS, the City sent a copy of this Ordinance to the Washington State Office of Community, Trade and Development on June 2, 2004; and

WHEREAS, the City Planning Commission held a public hearing on this Ordinance on September 2, 2004; and recommended approval to the City Council; and



WHEREAS, on November 8, 2004, the City Council considered this Ordinance during a regular meeting; Now, Therefore,  
THE CITY COUNCIL OF THE CITY OF GIG HARBOR ORDAINS AS FOLLOWS:

Section 1. Section 17.21.040(A) of the Gig Harbor Municipal Code is hereby amended to read as follows:

A. Density. The minimum base density is five and the maximum is eight dwelling units per acre. Additional density may be allowed using either of the following options:

Section 2. Section 17.21.040(B)(2) of the Gig Harbor Municipal Code is hereby amended to read as follows:

B. General.

2. Minimum yards (from property line):
  - a. Front, 15 feet (21 feet for garages)
  - b. Side, 5 feet
  - c. Rear, 10 feet
  - d. Alley, 0 feet

Section 3. Section 17.21.040(B)(4) of the Gig Harbor Municipal Code is hereby amended to read as follows:

B. General.

4. Maximum lot area coverage: Sixty-five percent, excluding driveways, private walkways and similar impervious surfaces. Impervious surface coverage of individual parcels may exceed the sixty-five percent maximum when included within a subdivision; provided, that the overall impervious surface coverage of the subdivision does not exceed sixty-five percent.

Section 4. Section 17.21.040(B)(5) of the Gig Harbor Municipal Code is hereby amended to read as follows:

B. General.

5. Landscaping. Landscaping shall comply with the requirements of Chapter 17.78 GHMC, except that buffer dimensions shall be reduced to 10 feet when the proposed use is adjacent to a similar use or zone.

Section 5. Severability. If any section, sentence, clause or phrase of this Ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, clause or phrase of this Ordinance.

Section 6. Effective Date. This Ordinance shall take effect and be in full force five (5) days after passage and publication of an approved summary consisting of the title.

PASSED by the City Council and approved by the Mayor of the City of Gig Harbor this \_\_\_ day of \_\_\_\_\_, 2004.

CITY OF GIG HARBOR

\_\_\_\_\_  
GRETCHEN WILBERT, MAYOR

ATTEST/AUTHENTICATED:

By: \_\_\_\_\_  
MOLLY TOWSLEE, City Clerk

APPROVED AS TO FORM:  
OFFICE OF THE CITY ATTORNEY

By: \_\_\_\_\_  
CAROL A. MORRIS

FILED WITH THE CITY CLERK: \_\_\_\_\_  
PASSED BY THE CITY COUNCIL: \_\_\_\_\_  
PUBLISHED: \_\_\_\_\_  
EFFECTIVE DATE: \_\_\_\_\_  
ORDINANCE NO: \_\_\_\_\_

**City of Gig Harbor Planning Commission  
Minutes of Public Hearing and Work-Study Session  
Thursday, September 2, 2004  
Gig Harbor Civic Center**

**PRESENT:** Commissioners Carol Johnson, Dick Allen, Theresa Malich and Acting Chairperson Bruce Gair. Commissioners Kathy Franklin, Paul Kadzik, and Scott Wagner were absent. Staff present: Rob White and Diane Gagnon.

**CALL TO ORDER:** 7:00 p.m.

**APPROVAL OF MINUTES:**

**MOTION:** Move to approve the minutes of August 19, 2004 Johnson/Malich – unanimously approved.

**OLD BUSINESS**

1. **Don Huber, P.O. Box 64160, Tacoma WA 98464 – Proposed amendments to 17.21.040 PCD-RMD zone** – Proposed amendments to Gig Harbor Municipal Code Section 17.21.040 PCD-RMD zone to set a specific density range for the zone, reduce setback dimensions, and to modify the application of the impervious surface standards.

Senior Planner Rob White went over his staff report outlining the proposed text amendment to the PCD-RMD zone. Mr. White summarized by saying that this proposal was to amend the performance standards of the zone. Those performance standards are density, minimum yards, maximum lot area coverage, landscaping, and circulation/roads/streets. He further explained that the applicant was hoping to achieve a small lot single family development in Gig Harbor North.

Mr. White stated that on the density issue staff was recommending approval and advised the planning commission that this proposal would not have an affect on our buildable lands inventory as discussed at the work session. He further stated that the staff was recommending approval on the proposal of reduced setbacks but did advise the planning commission that they would have to propose that the design manual be updated to reflect his change. On the issue of maximum lot area coverage Mr. White stated that the staff was also recommending approval as this zone seemed to be set up as a PRD-type zone. On the reduction of the buffers, he stated that staff was recommending approval provided that the same quantity of trees be retained elsewhere on the site. Finally on the circulation of roads and streets Mr. White stated that those items should be addressed in the public works standards.

Vice Chairman Bruce Gair opened the Public Hearing at 7:05 p.m.

**Carl Halsan, P.O. Box 1447, Gig Harbor** – Mr. Halsan stated that he was the agent for the applicant on this proposal and briefed the Planning Commission on the problems

associated with trying to develop a small lot single family development under the PCD-RMD standards. Mr. Halsan highlighted the elements that prevented this type of development and made comparisons to lower density zones. He further explained that it is impossible to meet the density requirements of the zone while still complying with the other development standards. Mr. Halsan clarified that he was not expecting a recommendation of approval on the road standards and explained that he is working on those changes with Operations and Engineering.

Commissioner Allen asked about the setbacks from alleys. Mr. Halsan answered that the alleys would be approximately 18' with garages along the alley with backyards next to garages. He further emphasized that small lot single family must have some private space, so it is crucial that they have some backyard.

Commissioner Malich asked about covenants and restrictions and the density of other existing developments. Mr. Halsan replied that Poulsbo Place was 12 units per acre and that what is being proposed for Gig Harbor North is approximately 6 dwelling units per acre.

It was asked by Commissioner Gair how big these houses would be. Mr. Halsan showed the Planning commission the proposed site plan and further explained that they would not be building the houses, just developing the land. Mr. Gair then asked for clarification of which parcels this would apply to and their exact locations.

Don Huber, 8310 Warren Dr., Gig Harbor WA 98335 – Mr. Huber spoke as the developer of the property. He stated that he had hired a very renowned architectural firm who has done a lot of these small lot single family developments and they are unable to make it work here in Gig Harbor without modifications to the zoning code. He expressed that they could only meet the density requirements by building an apartment complex and that he didn't think that was what Gig Harbor would choose to have in this area. He asked for the Planning Commissions support of this proposal.

Scott Inveen, 8617 96<sup>th</sup> St NW, Gig Harbor – Mr. Inveen stated that he is an architect from the company who developed Poulsbo Place. He also stated that he owns the property adjoining the property owned by Mr. Huber and would like to do a similar project. He pointed out that this is the densest zone in the city and that the yards and buffers are contradictory to the goal of the zone. Mr. Inveen explained to the Planning Commission the difficulty in developing condominiums due to rising insurance costs, therefore, the only alternative would be to build apartment buildings in this zone if changes can't be made to the zone to accommodate small lot single family development. He went on to state that these communities are built as walking communities, therefore, Gig Harbor North was an ideal area for this type of development.

Commissioner Malich asked what the price of these homes is. Mr. Inveen stated that they are in the \$250,000 - \$340,000 range with lots of attention to detail on all four sides of the home. He went on to explain that the typical homeowner is older and without

children.

Commissioner Johnson asked about the size of his property and how many units were they proposing. Mr. Inveen stated that they have 29 acres and are proposing approximately 190 units. He went on to explain that he lives in this community and feels that this is the right thing for Gig Harbor.

Commissioner Gair asked Senior Planner Rob White what percentage of the residential zones in Gig Harbor North were these three parcels of PCD\_RMS. Mr. Gair then asked to see a map of the area with the different zones. Community Development Assistant Diane Gagnon passed out zoning maps to the Planning Commission and the audience.

It was expressed by Commissioner Malich that Spinnaker Ridge is a similar type of development and it really works and their value has definitely increased. She further stated that her biggest worry was a development that wouldn't have its covenants enforced. Ms. Malich explained that Gig Harbor North was intended to be used for higher density proposal and that the Planning Commission had discussed this in the early '90s and realized the need for the type of development.

Bill Montgomery, 5218 64<sup>th</sup> Ave NW, Gig Harbor – Mr. Montgomery was speaking as the realtor involved in this project and explained to the Planning Commission that if this property was developed to its highest and best use it would be apartment complexes. He went on to say that this type of project was exactly what medium density residential was intended for. Mr. Montgomery stated that there is a real need for housing of this type and in this price range.

Theo Gideon, Master Builders Association, P.O. Box 1913, Tacoma WA 98401 – Mr. Gideon spoke as a representative of the master Builders Association and expressed support for the proposed changes. Mr. Gideon commended the Planning Commission for considering these changes in order to comply with GMA and stated that these types of developments are really successful as people like to have their own piece of property even if it's small. He stated that he agreed with Mr. Inveen that there is definitely a problem obtaining insurance for condominium developments and therefore they are not being built. Mr. Gideon expressed his feeling that this is the right thing to do to meet Gig Harbor's GMA goals.

There being no further public input Vice-Chairman Bruce Gair closed the public hearing at 8:00 p.m.

Vice Chairman Gair asked if the Planning Commission wished to discuss this proposal now or at a later meeting. Commissioner Johnson voiced a concern that three other members of the Planning Commission were not present. Senior Planner Rob White pointed out that if this item were not acted on tonight it would be postponed until January due to the Comprehensive Plan updates.

The Planning Commission then asked Mr. White to go over his recommendations again.

Mr. White pointed out that he had changed his recommendation to approval on item #2 due to the fact that the City Council had not reviewed that section of the Design manual as of yet, therefore, any changes the Planning Commission wished to recommend could still be considered. He further clarified that the only item staff was recommending denial on was item #5 which should be addressed in the public works standards.

Vice Chairman Bruce Gair voiced his concern for delaying this proposal and asked why we have to do these Comprehensive Plan updates at this time. Senior Planner Rob White stated that these updates must be done by the end of the year. Commissioner Gair further stated that perhaps we needed to have extra sessions. Commissioner Malich asked if he was uncomfortable making a recommendation on this item tonight and Mr. Gair replied that he was not and felt that the Planning Commission could act tonight. Commissioner Johnson reminded everyone that this will still be heard at the City Council level and expressed her desire that there would be citizen input at the stage.

**Motion:** Move to forward the staff recommendations to the City Council.  
Malich/Johnson –

Discussion was held on the motion.

Commissioner Allen voiced his concern for the reduced setbacks. He further stated that these proposed setbacks did not provide for any privacy for the residents. Commissioner Malich clarified that these setbacks would not change the setbacks in the R-1 zone.

Senior Planner Rob White explained the PRD standards and the requirements for 30% open space. He went on to say that this zone basically has PRD standards built into it and that if the applicant chose to do a PRD they could have smaller setbacks than what was being proposed.

Commissioner Allen stated that he would like to see the side, front and rear setbacks for the PCD-RMD be the same as R-1. Commissioner Malich stated that this zone was intended to be more dense than R-1 and that this proposal was preferable to apartment houses. Commissioner Allen said that he felt that the people who live in the RMD area have the same right to privacy as someone living in R-1. Commissioner Johnson pointed out that if they wanted that much more space and privacy they would buy a house in an R-1 zone and that some people don't want to care for a larger yard.

**Re-Stated Motion:** Move to forward the staff recommendations to the City Council.  
Malich/Johnson – Motion carried with Johnson and Malich voting in favor and Allen voting against.

**OTHER BUSINESS**

Vice Chairman Gair asked that the Planning Commission be included in the distribution of the project updates which get distributed to the City Council. Senior Planner Rob White distributed this list to the Planning Commission. Mr. Gair then asked that the Planning Commission be updated on a regular basis as to the activities of the Design Review Board and the actions taken by the City Council in response to the Planning Commission's recommendations.

**NEXT REGULAR MEETING:**

September 16, 2004 at 6pm – Work-Study Session

**ADJOURN:**

**MOTION:** Move to adjourn at 8:35 p.m.  
Johnson/Malich – unanimously approved

CD

recorder utilized:

Disc #1 Track 1  
Disc #2 Track 1





COMMUNITY DEVELOPMENT DEPARTMENT

**TO: MAYOR WILBERT AND CITY COUNCIL**  
**FROM: STEVE OSGUTHORPE, AICP** *SO.*  
**PLANNING & BUILDING MANAGER**  
**SUBJECT: FIRST READING OF REVISED ORDINANCE ON BUILDING SIZE**  
**MORATORIUM CLARIFYING MAXIMUM HOUSE SIZE**  
**DATE: NOVEMBER 8, 2004**

**INFORMATION/BACKGROUND**

An ordinance adopting a building size moratorium was adopted by the Council on September 13, 2004. The ordinance as adopted includes in the building size calculation anything that falls under the City's definition of "building", which includes covered decks and carports. An individual recently approached the City with plans to expand her house, but an existing carport and proposed covered decks resulted in the house size exceeding that allowed under the moratorium. This was discussed at the October 25<sup>th</sup> Council meeting, at which time the Council discussed whether or not the moratorium ordinance was intended to include in the building size calculation only fully enclosed structures including garages and heated living space. The staff suggested to the Council that the ordinance could be amended to clearly exclude non-enclosed portions of buildings. The attached draft ordinance would amend the existing moratorium to specifically state what is included in the calculation and what is not. Specifically, it would limit buildings to those which "do not exceed 3,500 square feet in size, including each story of a building (finished or unfinished) as defined in GHMC Section 17.04.750, including all habitable space with a finished ceiling height 5 feet or greater, including garages, shops and similar work or storage rooms, and excluding eave overhangs, open carports, decks, and porches."

**POLICY CONSIDERATIONS**

The City's code defines "building" as ". . . any structure built for the support or enclosure of persons, animals, chattels or property of any kind." (GHMC Section 17.04.130).

The City's code defines "structure" as ". . . a combination of materials that is constructed or erected, either on or under the ground, or that is attached to something having a permanent location on the ground, excluding residential fences, retaining walls, rockeries and similar improvements of a minor character the construction of which is not regulated by the building code of the city." (GHMC Section 17.04.770).

The City's Code defines "story" as ". . . that portion of a building between any floor and the next floor above, except that the topmost story shall be that portion of a building between the topmost floor and the ceiling or roof above it. If the finished floor level directly above a basement, cellar or unused floor space is more than six feet above the grade for more than 50 percent of the total perimeter of the building or is more than 12 feet above the grade at any one point, then such basement, cellar or unused floor space shall be considered a story. A story as used here shall not exceed 15 feet in height." (GHMC Section 17.04.750).

#### **RECOMMENDATION**

The existing moratorium language is sufficient if the Council wishes to include all covered areas of a building in the building size calculation. However, if the Council finds that the revised language better meets the intent of stated size limits in the moratorium ordinance, the staff recommends that the Council insert findings for making the revision in the blank area of Section 1 of the draft revised ordinance, and that the revised ordinance be scheduled for a second reading and public hearing on the next regularly scheduled Council meeting of November 22, 2004.

ORDINANCE NO. \_\_\_\_

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GIG HARBOR, WASHINGTON, RELATING TO THE EMERGENCY MORATORIUM ON THE ACCEPTANCE OF APPLICATIONS FOR NEW DEVELOPMENT OR CERTAIN TYPES OF RE-DEVELOPMENT IN THE CITY'S HEIGHT RESTRICTION AREA, AMENDING ORDINANCE NO. 965 IMPOSING THE MORATORIUM AND ORDINANCE NO. 969 ADOPTING FINDINGS AND CONCLUSIONS SUPPORTING THE CONTINUATION OF THE MORATORIUM BY AMENDING THE DEFINITION OF "EXEMPT DEVELOPMENT PERMITS," TO SPECIFY THE AREAS TO BE INCLUDED IN THE CALCULATION OF THE 3,500 SQUARE FOOT LIMITATION.**

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WHEREAS, on July 12, 2004, the Gig Harbor City Council passed Ordinance No. 965, imposing an immediate moratorium on the acceptance of applications for new development or certain types of re-development within the height restriction area as shown on the official height restriction map; and

WHEREAS, Ordinance No. 965 defined the permit applications that were exempt from the moratorium; and

WHEREAS, on September 13, 2004, the City Council passed Ordinance No. 968, which adopted findings and conclusions supporting the continued maintenance of the moratorium; and

WHEREAS, Ordinance 968 included definitions of the permit applications that were exempt from the moratorium; and

WHEREAS, on \_\_\_\_\_, 2004, after a public hearing, the City Council heard testimony on the definition of "exempt permit applications" and deliberated on the issue; Now, therefore,

THE CITY COUNCIL OF THE CITY OF GIG HARBOR, WASHINGTON,  
ORDAINS AS FOLLOWS:

Section 1. The City Council finds that the definition of "exempt development permit" in Ordinances No. 965 and 968 is too restrictive for the reason that \_\_\_\_\_.

Section 2. The City Council hereby amends Section 1 in Ordinance 965 and Section 1 in Ordinance 968 as follows:

**Definitions.** For the purpose of this Ordinance, the following definitions shall apply:

A. 'Exempt Development Permits' shall include all of the following permit applications for 'development' or 'development activity' defined in GHMC Section 19.14.020(24) and 19.14.010(26), as copy of which is attached to this Ordinance as Exhibit B, which:

1. are not subject to any other moratorium in the City;
2. were determined complete by City staff and submitted to the City on or before the effective date of this Ordinance;
3. propose development or a development activity on property located outside the City Height Restriction Area (*see*, Subsection B below); and
4. are project(s) located on publicly-owned property and which building(s) do not exceed on thousand (1,000) square feet in size;
5. include demolition permits, sign permits, and marinas without upland buildings;
6. are building permits associated with development applications which were determined complete by City staff before the effective date of this Ordinance; and
7. are projects in which building(s) do not exceed 3,500 square feet in size, including each story of a building (finished or unfinished) as defined in GHMC Section 17.04.750, and including all habitable space with a finished ceiling height 5 feet or greater, including garages, shops and similar work or storage rooms and excluding eave overhangs open carports, decks, and porches.

'Exempt development permits' shall also include any permits meeting all of the above criteria and which involve interior

remodeling of existing structures anywhere in the City, as long as the remodeling will not increase the size of the existing structure in footprint, height, bulk or scale.

\* \* \*

Section 3. Amendment Does Not Affect Other Provisions of Ordinances

965 and 968. All other provisions of Ordinances 965 and 968 shall remain the same, and this Ordinance does not affect any other provision of those Ordinances, except as specifically amended above.

Section 4. Moratorium Maintained. This Ordinance shall not affect the moratorium imposed by Ordinances 965 and 968.

Section 5. Severability. If any section, sentence, clause or phrase of this Ordinance is held to be unconstitutional or invalid by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or unconstitutionality of any other section, sentence, clause or phrase of this Ordinance.

Section 6. Effective Date. This Ordinance shall take effect and be in full force five (5) days after passage and publication of an approved summary consisting of the title.

PASSED by the City Council and approved by the Mayor of the City of Gig Harbor this \_\_\_ day of \_\_\_\_\_, 2004.

CITY OF GIG HARBOR

\_\_\_\_\_  
GRETCHEN WILBERT, MAYOR

ATTEST/AUTHENTICATED:

By: \_\_\_\_\_  
MOLLY TOWSLEE, City Clerk

APPROVED AS TO FORM:  
OFFICE OF THE CITY ATTORNEY

By: \_\_\_\_\_  
CAROL A. MORRIS

FILED WITH THE CITY CLERK: 10/20/04  
PASSED BY THE CITY COUNCIL:  
PUBLISHED:  
EFFECTIVE DATE:  
ORDINANCE NO:



COMMUNITY DEVELOPMENT DEPARTMENT

**TO: MAYOR WILBERT AND CITY COUNCIL**  
**FROM: STEVE OSGUTHORPE, AICP** *S.O.*  
**PLANNING & BUILDING MANAGER**  
**SUBJECT: APPOINTMENT OF A DESIGN PROCEDURES COMMITTEE**  
**DATE: NOVEMBER 8, 2004**

At the October 25, 2004 Council meeting, the staff recommended that a Design Review Procedures Committee (DRPC) be formed to include the following individuals.

Two representatives from the Design Review Board as appointed by the Council.

Two members of the City Council.

The City Attorney – Carol Morris

Planning & Building Manager – Steve Osguthorpe

The Council agreed to form the committee and two members of the Council volunteered to serve, including Jim Franich and Paul Conan. Mayor Wilbert then directed Chuck Hunter, as chair of the Design Review Board, to appoint two members of the DRB to serve on the committee, and to then notify the Council of the appointments at the next Council meeting. Mr. Hunter has verbally indicated to staff that he has appointed himself and Lita Dawn Stanton. Accordingly there are enough individuals to form the committee as outlined in the staff's original recommendation. However, if there are other Council members who are also interested in this topic, Council representation could be increased to three members. That would result in an odd number on the committee, which is appropriate.

The staff suggests that the Council make a final determination on the committee membership. The committee will then meet as follows:

- 1<sup>st</sup> Meeting - November 15<sup>th</sup>
- 2<sup>nd</sup> Meeting - November 29<sup>th</sup>
- 3<sup>rd</sup> Meeting - December 6<sup>th</sup>

The committee will formulate a recommendation to the Planning Commission at their December 6<sup>th</sup> meeting, with an anticipated review by the Commission on December 16<sup>th</sup> and a public hearing on January 6, 2005. The DRPC's and Planning Commission's recommendations would then be presented to the Council on January 24, 2005.



**POLICE**

**TO: MAYOR WILBERT AND CITY COUNCIL**  
**FROM: CHIEF OF POLICE MIKE DAVIS**  
**SUBJECT: GHPD MONTHLY REPORT FOR OCTOBER 2004**  
**DATE: NOVEMBER 8, 2004**

**DEPARTMENTAL ACTIVITIES**

Activity statistics for the month of October 2004, when compared to September 2004 show decreases in calls for service from 445 in September, to 337 in October. Interestingly, even with the decrease in calls for service, the number of case reports completed by officers stayed the same for September and October. Forty-three fewer tickets were written in October than September. Other activity measures are within normal deviations. Overall we are seeing a pattern of decreasing levels of activity as the days become shorter and the weather becomes cooler.

The Marine Services Unit (MSU) is currently inactive and the boat is out of the water until December.

The Bike Patrol Unit was used to assist with the Halloween celebration downtown on Sunday the 31<sup>st</sup>.

The Reserve Unit supplied 106.5 hours of volunteer time assisting our officers in October. Our current staffing is at three, with plans for an increase the first of next year.

Some of the more interesting calls during the month of October included:

- West Sound Narcotics Enforcement Team assisted GHPD on serving a search warrant on a Gig Harbor residence for two deliveries of cocaine at a local cocktail lounge in Gig Harbor. The warrant produced marijuana, mushrooms, paraphernalia, etc.
- On 10/9/04 we had two vehicle prowls in different areas of the city. The method of entry was different on the prowls and they appear to be unrelated.
- We had an armed robbery of a retail store on the 10<sup>th</sup> of October. A white male, 30 – 40 years old, wearing a hooded sweatshirt and a bandana on his face confronted two employees with a small dark colored handgun. Several other outlets for this same franchise in Western Washington have been robbed the last several months.



- We had a shoplift of pseudoephedrine that turned into a strong-arm robbery at a local retail business. With the help of Sgt. Rusty Wilder from the Pierce County Sheriff's Department (PCSD), the two suspects were stopped as they were fleeing the scene and arrested by Gig Harbor Officer Gary Dahm. The strong-arm robbery suspect also had felony warrants for possession of stolen property (PSP) in the first-degree.
- A fast-food restaurant was burglarized on 10/17/04 at 0336 hours. It is believed that the suspect(s) knew the layout of the shop.
- Between the dates of 10/14/04 and 10/17/04, two counterfeit bills were passed within the city limits at two different locations.
- Between the dates of 10/16/04 & 10/19/04, five motor vehicle collisions were reported. The higher number of accidents is likely due to the rainy conditions.
- Burglary to an office building on Borgen Boulevard. Two computer monitors were taken and a rock was thrown through the front door to gain access to the business. Two service businesses on Burnham Drive were also burglarized.
- On 10/24/2004, Officer Fred Douglas was working radar in the 6900 block of Skansie when a vehicle approached his stationary radar at 104 miles per hour in a 35 mile per hour zone. Fred cited the 17-year-old driver for reckless driving and had his parents respond to the scene and retrieve the vehicle and driver. The driver stated he was "running late."
- GHPD officers responded to a domestic violence incident at a restaurant on Pt. Fosdick, but were unable to locate the male suspect. Later, PCSD contacted the suspect at his county residence after he had doused himself with gas and threatened to light himself on fire. Pierce County deputies committed him for an involuntary mental health evaluation.

## **TRAVEL/TRAINING**

Several officers were trained and qualified on Glock semi-automatic duty weapons this month with the remainder to follow in the near future. Our department has transitioned to the Glock semi-auto as the standard handgun.

Emergency Vehicle Operators Training was completed this last month. Feedback from our officers on the quality of training was very positive and we are looking at continuing to find ways we can coordinate training with other regional agencies.

Both CSO Lynn Mock and Officer Garrett Chapman are getting settled into their new positions. Both are receiving high marks from their supervisors on their high levels of enthusiasm and initiative.

Officer Mike Cabacungan completed the two week Washington State Lateral Academy at the Washington State Criminal Justice Training Commission (WCJTC). Officer Cabacungan scored a 94% on the final equivalency examination.

Chief Davis and Lt. Colberg attended "change-oriented" leadership training at Puyallup on October 19<sup>th</sup>.

All officers attended a four-hour legal update class presented by Assistant Attorney General John Wasberg. GHPD sponsored the class with officers from throughout the region in attendance.

### **SPECIAL PROJECTS**

A departmental meeting (all hands) is scheduled for December 14<sup>th</sup> at 1600 hours.

Officer Fred Douglas had been selected to participate on a Pierce County small cities multi-jurisdictional honor guard.

We are looking at securing a contract with Pierce County for specialized services for SWAT and major investigations. This would be in place until we assign a member of GHPD to one or both of the special units. There is talk about creating a multi-agency officer-involved investigative team. We will be looking at the possibility of assigning an officer to this unit as well.

GHPD and the Gig Harbor Sportsman's Club are going to work together to determine whether arrangements can be made to have our officers resume completing their firearm qualifications at their facility in Gig Harbor. There is also talk about our range-masters providing input into the design of the new facility that the Sportsman Club will be building in Kitsap County.

### **PUBLIC CONCERNS**

We have seen an increase in the number of boats abusing the 48-hour rule at the city dock. Our new Community Service Officer, Lynn Mock will be assuming the task of monitoring of the dock each morning and evening to insure a consistent level of accountability and compliance with the ordinance covering the moorage use.

We received reports that two transients were living in the tree line at Harborview Drive and Soundview Drive. Lt. Colberg obtained authorization from the owners of the property to enforce our trespass ordinance. Officers removed the transients and their personal property.

A female employee working at a Gig Harbor office has received threats from a former boyfriend. We met with the Pierce County Prosecutor's Office and the employer and subsequently developed a safety plan. Suspect is currently in jail with bail set at \$30,000.

## **FIELD CONTACTS**

- Peninsula Schools Education Foundation Meeting on the 11<sup>th</sup> of October.
- Chief Davis and Lt. Colberg met with the new Captain of District 1, Tim Braniff from the Washington State Patrol (WSP). We discussed the possibility of increasing the patrol coverage on the Westside of the Narrows and explored new opportunities to coordinate services.
- On 10/18/04 Chief Davis provided a presentation on traffic laws to the American Association of Retired Persons (AARP) over 55 traffic safety program. This was the Washington State meeting of the executive board held in Gig Harbor each fall.
- Attended the Tacoma Pierce County DUI task Force Meeting. Chief Davis has agreed to take over as chair of the task force next year
- Met with Sgt. Jim Heishman (PCSD SWAT commander) and discussed the inclusion of a Gig Harbor officer on the Pierce County SWAT team. We plan on announcing the position in February of next year.
- Regional Law Enforcement Summit in Kitsap County on Friday October 22<sup>nd</sup>.
- Attended the year-end update on "Recognizing and Responding to Domestic Violence" sponsored by the Tacoma News Tribune.
- Chief Davis and CSO Lynn Mock presented a Bank Robbery prevention talk to the Pioneer way Kitsap Bank on the 26<sup>th</sup> of October.
- Detective Kevin Entze presented a traffic/radar presentation to the survival science class at the Gig Harbor High School.
- Chief Davis toured the Women's Correctional Facility at Purdy. The Washington State Department of Corrections has offered the services of their drug K-9 "Bodi" and his handler- Officer Henry Keller whenever needed.
- Several officers and reserves worked the Halloween Celebration sponsored by downtown businesses. There was a large crowd and it appeared everybody enjoyed themselves. A special thanks to Reserve Officers Lori Myers, Chris Langhelm and Ryan Menday for their assistance!

- Chief Davis provided a crime prevention talk to the Gig Harbor Kiwanis Club on November 3<sup>rd</sup>.
- CSO Lynn Mock met with Pierce County Sheriff's Office Crime Prevention Officer Judi Holley. Judi provided Lynn with resource material and contact numbers useful in getting started with several community outreach programs.
- Officers Dan Welch and Garrett Chapman participated in the monthly Tacoma/Pierce County DUI emphasis sponsored by Fife Police Department.

**OTHER COMMENTS**

We are currently fully staffed in all positions within the police department.

# Memo



**To:** Mike Davis, Chief of Police  
**From:** Officer Dan Welch  
**Date:** 10/31/2004  
**Re:** Reserve time sheets

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The Reserves volunteered a total of 106.5 hours for the month of October. The breakdown is as follows:

Officer Menday	34.5hours
Officer Langhelm	37hours
Officer Myers	35 hours

All Reserves participated in the downtown Halloween festival. Officer Myers completed the Drugs that Impair Driving course.

Reserves had the following stats:

Dispatched calls	05
Reports	03
Traffic Reports	01
NOI	02
VW	04
Felony Arrests	01
Misd Arrests	04
Warrant Arrests	00
Criminal Cites	00
Assists	00

Time sheets/stats are turned in to the LT.

DOR's are as per the individual Officer's FTO.

  
Dan Welch  
Reserve Advisor

**Gig Harbor Police Department  
Monthly Activity Stats 2004**

Category	Jan-04				February 2004				March 2004				April 2004				May 2004				June 2004			
	Jan 2004	YTD 2004	YTD 2003	% Change	Feb 2004	YTD 2004	YTD 2003	% Change	Mar 2004	YTD 2004	YTD 2003	% Change	Apr 2004	YTD 2004	YTD 2003	% Change	May 2004	YTD 2004	YTD 2003	% Change	Jun 2004	YTD 2004	YTD 2003	% Change
Calls for Service	401	401	458	-12%	419	820	892	-8%	428	1,248	1,404	-11%	431	1,679	1,838	-9%	502	2,181	2,346	-7%	472	2,653	2,924	-9%
Criminal Traffic	7	7	5	40%	10	17	20	-15%	9	26	29	-10%	9	35	39	-10%	15	50	48	4%	2	52	58	-10%
Traffic Infractions	63	63	55	15%	76	139	129	8%	76	215	209	3%	63	278	283	-2%	197	475	391	21%	72	547	477	15%
DUI Arrests	4	4	5	-20%	5	9	7	29%	4	13	12	8%	5	18	16	13%	3	21	22	-5%	2	23	25	-8%
Felony Arrests	22	22	7	214%	12	34	13	162%	19	53	16	231%	7	60	20	200%	15	75	27	178%	10	85	35	143%
Misdemeanor Arrests	34	34	18	89%	24	58	33	76%	23	81	51	59%	23	104	71	46%	28	132	108	22%	12	144	128	13%
Warrant Arrests	2	2	5	-60%	6	8	7	14%	7	15	10	50%	14	29	16	81%	13	42	24	75%	6	48	37	30%
Case Reports	116	116	97	20%	128	244	210	16%	126	370	312	19%	91	461	397	16%	106	567	523	8%	84	651	655	-1%
Reportable Vehicle Accidents	20	20	16	25%	24	44	27	63%	24	68	40	70%	23	91	56	63%	12	103	74	39%	18	121	89	36%
Second Officer Assist	44	44	64	-31%	51	95	135	-30%	48	143	210	-32%	45	188	259	-27%	76	264	326	-19%	60	324	409	-21%

Category	July 2004				August 2004				September 2004				October 2004				November 2004				December 2004				
	Jul 2004	YTD 2004	YTD 2003	% Change	Aug 2004	YTD 2004	YTD 2003	% Change	Sep 2004	YTD 2004	YTD 2003	% Change	Oct 2004	YTD 2004	YTD 2003	% Change	Nov 2004	YTD 2004	YTD 2003	% Change	Dec 2004	YTD 2004	YTD 2003	% Change	
Calls for Service	550	3,203	3,427	-7%	511	3,714	3,965	-6%	445	4,159	4,450	-7%	337	4,496	4,922	-9%									
Criminal Traffic	5	57	68	-16%	2	59	79	-25%	4	63	84	-25%	6	69	88	-22%									
Traffic Infractions	77	624	552	13%	72	696	635	10%	106	802	698	15%	73	875	753	16%									
DUI Arrests	2	25	30	-17%	1	26	38	-32%	4	30	39	-23%	3	33	40	-18%									
Felony Arrests	10	95	40	138%	4	99	46	115%	9	108	54	100%	6	114	61	87%									
Misdemeanor Arrests	13	157	153	3%	17	174	166	5%	18	192	194	-1%	11	203	215	-6%									
Warrant Arrests	6	54	40	35%	8	62	48	29%	11	73	54	35%	4	77	62	24%									
Case Reports	129	780	770	1%	115	895	896	0%	98	993	1,023	-3%	97	1,090	1,125	-3%									
Reportable Vehicle Accidents	16	137	101	36%	13	150	112	34%	14	164	132	24%	11	175	156	12%									
Second Officer Assist	75	399	468	-15%	74	473	575	-18%	55	528	621	-15%	58	586	638	-8%									

## GIG HARBOR POLICE DEPARTMENT

### MONTHLY ACTIVITY REPORT

#### Oct 2004

	<u>Oct 2004</u>	<u>YTD 2004</u>	<u>YTD 2003</u>	<u>% chg</u>
CALLS FOR SERVICE	337	4496	4922	-09%
CRIMINAL TRAFFIC	6	69	88	-22%
TRAFFIC INFRACTIONS	73	875	753	16%
DUI ARRESTS	3	33	40	-18%
FELONY ARRESTS	6	114	61	87%
MISDEMEANOR ARRESTS	11	203	215	-06%
WARRANT ARRESTS	4	77	62	24%
CASE REPORTS	97	1090	1125	-03%
REPORTABLE VEHICLE ACCIDENTS	11	175	156	12%
SECONDARY OFFICER ASSIST	58	586	638	-08%

## ACKNOWLEDGEMENTS

Mayor Gretchen A. Wilbert

### City Council Members

Steven Ekberg

John Picinich

Frank Ruffo

Derek Young

Bob Dick

Jim Franich

Paul Conan

### Planning Commission

Paul Kadzik, Chairman

Theresa Malich

Bruce Gair

Dick Eulen

Carol Ann Johnson

Kelley Franklin

Scott Wagner

### Design Review Board

Chuck Hunter, Chairman

Paul Kadzik

Lita Dawn Stanton

Linda Gair

Jim Pasin

### Community Development

### City Administrator

Mark Hoppen

### City Attorney

Carol Morris

Thanks to the members of the Design Review Board and Technical Committee, past and present, who provided countless hours of volunteer service. Graphics by Steve Osguthorpe, AICP, maps by Jennifer Sitts, graphic design & layout by Lita Dawn 2004. Some illustrations provided by Makers Architecture.





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- Overview
- How to Use This Manual
- Industrial Building Exemption
- Application Requirements

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- 1.1 Activity Centers
- 1.2 Parkways
- 1.3 Enhancement Corridor
- 1.4 Zone Transition
- 1.5 Prominent Parcels
- 1.6 Transit Stops

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- 2.3 Primary Walkways
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**GLOSSARY**

Definitions
-------------

**APPENDIX A**

Visually Sensitive Areas Map
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## OVERVIEW

The design standards of this chapter shall be reviewed, applied and processed under the provisions of Chapter 17.98, GHMC. The definitions applicable to this chapter are in this glossary at the end of this chapter and additional definitions appear in Chapter 17.04 GHMC.

The design standards of this chapter are intended to:

- a) **Encourage building design and site planning to:**
  - compliment the existing character of specific neighborhoods or geographic areas of the City in which the proposed building or site improvements are located.
  - relate visually and physically to surrounding development.
  - promote pedestrian usage.
- b) **Provide options that allow for diversity and creativity in project design.**
- c) **Facilitate a dialogue between project proponents, and the City's Design Review Board in a public meeting setting.**
- d) **Increase public awareness of design issues and design options.**
- e) **Provide an objective basis for decisions which affect both individual projects and the City of Gig Harbor as a whole.**
- f) **Ensure that the intent of the goals and objectives contained within the City of Gig Harbor's Comprehensive Plan are met.**

*The Comprehensive Plan dictates that design consideration go beyond the appearance of individual buildings and address the civic fabric of the city.*

*The standards contained in this manual are intended to identify and respect important visual patterns in Gig Harbor's built environment and relate those to the natural backdrop of trees, hills and water.*

## OVERVIEW (cont.)

This Design Manual chapter will consider design within three broad sections:

### Section 1 - NEIGHBORHOOD CONTEXT

This section addresses how projects relate to and connect with surrounding development. It requires that development design take consideration of, and be integrated with, both the existing streetscape and nearby parcels. It defines prominent parcels, and transitions between zones, and places more rigorous requirements on projects located in these visually sensitive areas. Similarly, it identifies certain streets within the city as being visually distinct and places more rigorous standards on development along those streets.

### Section 2 - SITE DESIGN

This section addresses how projects relate to their own site. It requires that design consideration be given to topography, building location, walkways, parking, landscaping, open space and common areas. It encourages pedestrian access, outdoor activities, and preservation of significant vegetation and existing views.

### Section 3 - ARCHITECTURE

This section addresses the more traditional aspects of design review such as selection of colors and materials, roofs, windows, lighting, and other architectural details. It also discusses the perceived mass and scale of a building, and footprint modulation. Separate standards are set for residential and non-residential projects, and for development within the city's historic district.

*Design Review can:*

- *be a mechanism to facilitate flexibility in the application of design regulations.*
- *allow for early discussion of a project's design.*
- *provide examples that demonstrate how projects can better fit the environment of Gig Harbor.*

*The result of this increased flexibility and dialogue is the opportunity for projects to enhance the character of Gig Harbor more effectively than would be possible if standard zoning regulations alone were strictly applied.*

## DESIGN REVIEW OPTIONS

The design standards of this Chapter shall be observed for building and site design within the City of Gig Harbor. Design standards include both GENERAL REQUIREMENTS and SPECIFIC REQUIREMENTS.

"General Requirements" include all **BOLD UNDERLINED** text in this chapter. "Specific Requirements" include the more detailed text which immediately follows general requirements. This differentiation allows proponents to select from two Design Review options, including:

### 1. ADMINISTRATIVE APPROVAL

Design review for projects or portions of projects which conform to the SPECIFIC REQUIREMENTS may be approved administratively by the City of Gig Harbor Community Development Department planning staff as described in Section 17.98.050 (A) GHMC. This method provides for a reasonable degree of flexibility while minimizing review time.

### 2. DESIGN REVIEW BOARD RECOMMENDATION

The Design Review Board (DRB) option as described in 17.98.050 (B) GHMC encourages a creative approach to design by providing a more flexible review standard than that which is allowed in the administrative approach. The DRB can recommend alternative design solutions to SPECIFIC REQUIREMENTS if it finds that:

- a) an alternative design represents an equivalent or superior design solution to what would otherwise be achieved by rigidly applying Specific Requirements, and
- b) the alternative design meets the intent of each General Requirement.

To determine the general requirement's intent, the DRB shall consider the specific requirements as appropriate examples of compliance. The staff or the DRB may request that the proposed structures be demarcated with rods, netting and/or balloons to better review mass, scale and/or location.

The DRB shall not consider or recommend approval of any deviation from dimensional or numeric standards stated within the text of any general requirements, or from minimum setback standards, maximum height standards or zone transition building size standards stated in specific requirements. Approval to deviate from these standards must be obtained through the variance process defined in Chapter 17.66 GHMC and not through the Design Review Board process.

### *The Design Review*

#### *Checklist (Appendix "B")*

*should be used to determine what regulations are applicable to a specific project.*

### *The Design Review*

#### *Board (DRB) may*

*recommend approval of proposed alternatives to SPECIFIC*

#### *REQUIREMENTS*

*if the DRB finds that alternative design solutions meet the intent of the GENERAL REQUIREMENTS in any section of this Chapter.*

### *The Design Review*

*Board cannot waive or recommend approval of designs that do not comply with the underlying zone requirements.*

### General Requirements

Bold underlined text represents the general requirements of each section and is used by the Design Review Board to determine the intent of specific requirements.

### Specific Requirements

Strict conformance to this section allows for Administrative Approval.

### Descriptions & Graphics

Examples, explanations and/or images that may be presented within this shaded box provide guidance to interpret general or specific requirements.

## 2.1.01 NATURAL SITE CONDITIONS

### 2.1.01 Natural Site Conditions

1. **Limit clearing of vacant parcels to no more than 50% of significant vegetation and retain vegetation in all required buffers and setbacks.**

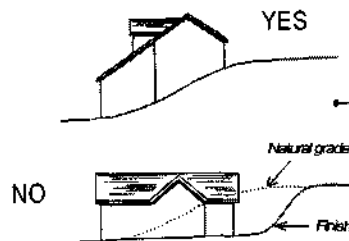
Clearing limitations apply to all vacant parcels with no approved site plan or building permit for development.

2. **Retain natural vegetation on underdeveloped portions of sites with approved site plan.**

Clearing of underdeveloped portions of approved site plans is not permitted until building permits for development of those areas have been issued.

ALL DEVELOPMENT

*Natural vegetation together with existing views of the water and territorial views is an integral part of the harbor setting and should be preserved on both developed and vacant parcels.*



## INDUSTRIAL BUILDING EXEMPTION (IBE)

- a)** There are numerous standards throughout this chapter that are not practical for industrial development within defined areas of the City. Accordingly, any building, structure or site that is principally used for the uses set forth in Subsection (b) below, is eligible for the industrial building exemptions described in Subsection (c) as long as it:
- 1) is located outside the City's Historic District;
  - 2) is not visible within 800 feet of any public right-of-way outside the City's Employment District; and
  - 3) is not visible within 800 feet of any defined parkway or enhancement corridor as described in Sections 1.2 and 1.3 respectively.
- b)** The industrial building exemption described in Subsection (a) applies only to buildings principally used for any of the following uses:
- Research and development facilities
  - Light assembly and warehousing
  - Light manufacturing
  - Distribution facilities
  - Contractor's yards and related on-site offices
  - Mini-storage facilities
  - Service and retail uses which support on-site and are ancillary to any of the above stated uses
  - Auto body / Detail shops
- c)** Industrial Building Exemptions are identified by the acronym IBE. The IBE acronym will be shown at the end of any general requirement that qualifies for an industrial building exemption.

**INDUSTRIAL BUILDING EXEMPTION (IBE)**  
**(cont.)**

Industrial buildings and structures are exempt from the following standards of this chapter:

- Primary walkway requirements (2.3.01)
- Secondary walkway requirements (2.4.01)
- Location of structure near the front setback line (2.7.01 (2))
- Minimize parking in front of buildings (2.10.01 (8))
- Fencing material & height limitations (2.11.01 (1) & (3))
- Wall & roof modulations requirements (3.2.01 (1), & (2))
- Sawtooth roof form restrictions (3.2.01 (5))
- All primary structure requirements (3.3.01)
- Application standards to all prominent facades (3.4.01 (2))
- Solid/void ratio requirements (3.5.01 (2))
- Service & delivery orientation restrictions (3.8.01 (4))
- Bright lighting limitations on buildings (3.10.01 (3))
- Light fixture utilitarian design restrictions (3.10.01 (5))
- Siding & trim standards (3.6.01)



## **APPLICATION REQUIREMENTS**

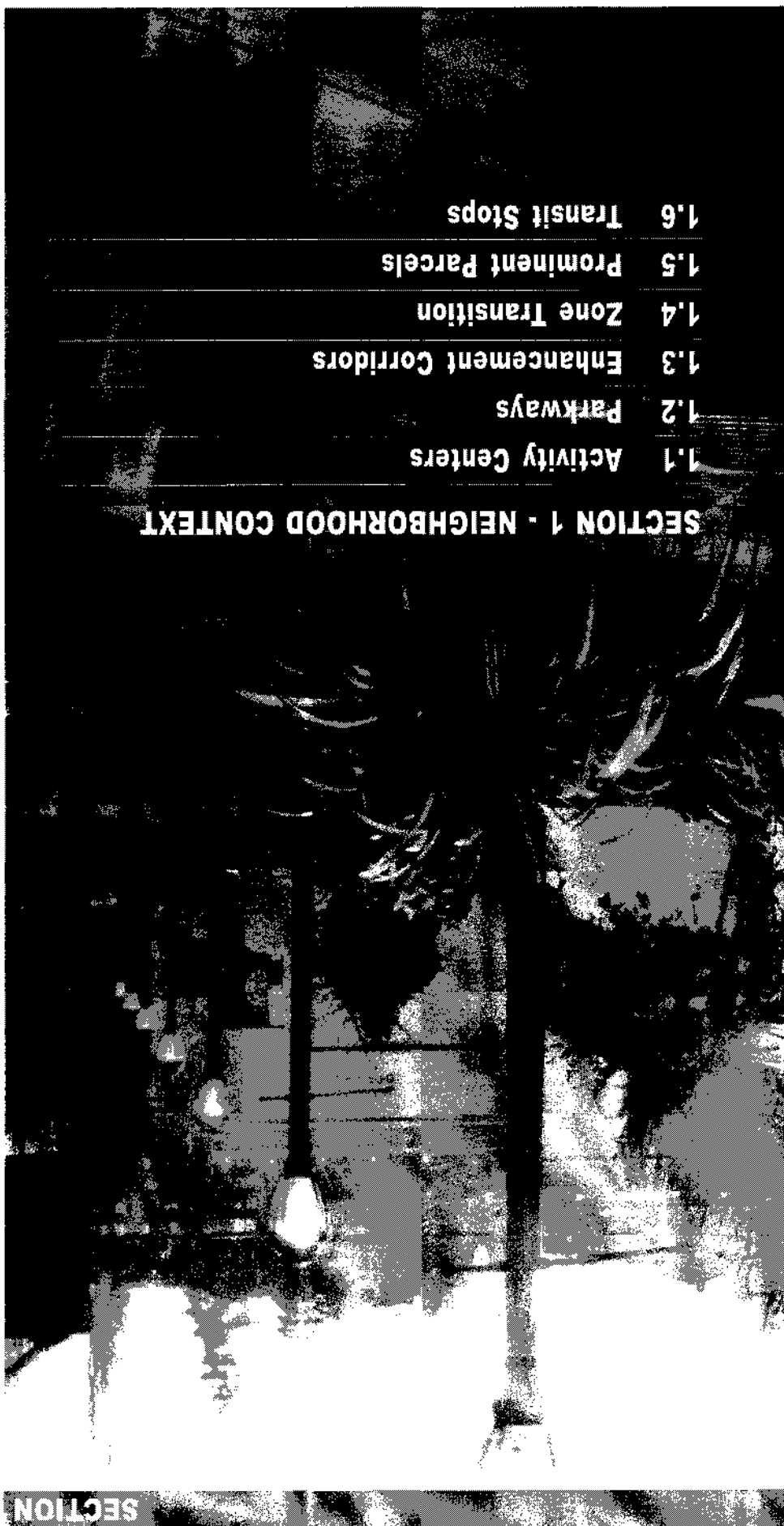
Applications for either option of Design Review shall be accepted for only those proposals which conform to current City codes. There are five categories of Design Review:

- Site Plan Review
- Landscaping and Paving Review
- Architectural Review
- Color and Materials Review
- Outdoor Lighting and Accessories Review

Application requirements for each category of design review are defined in section 17.98.040 (GHMC).

## **DESIGN REVIEW APPLICABILITY**

See Section 17.98.030 GHMC.



**SECTION 1 - NEIGHBORHOOD CONTEXT**

1.1 Activity Centers

1.2 Parkways

1.3 Enhancement Corridors

1.4 Zone Transition

1.5 Prominent Parcels

1.6 Transit Stops

**SECTION**

## 1.1 ACTIVITY CENTERS

### 1.1.01 Activity Centers

Activity centers are areas of concentrated activity where multiple uses are clustered in such a manner as to facilitate pedestrian movement and be mutually supportive of one another. Activity centers are visually distinct in terms of their individual design characteristics. Some activity centers are included in, but should not be confused with, the visual interchange nodes identified on the City's Visually Sensitive Areas Map (Appendix "A").

### 1.1.02 Existing Activity Centers

The following districts are defined as Activity Centers in the City of Gig Harbor and its defined Urban Growth Area (UGA):

GIG HARBOR NORTH - Includes all non-residential zones abutting Borgen Boulevard.

FINHOLM MARKETPLACE - Includes all B-2 and WC zoning districts on North Harborview Drive between Burnham Drive and Peacock Hill Avenue.

BORGEN'S CORNER - Includes all B-2 and C-1 zoning districts in the vicinity of the Harborview Drive/North Harborview Drive Intersection.

DOWNTOWN - Includes entire DB zoning district and the WC zoning district adjacent to the DB district.

WOLLOCHET/PIONEER INTERCHANGE - Includes all B-2 and C-1 zoning districts between or abutting Hunt Street and Grandview Avenue in the vicinity of the Wollochet/Pioneer Interchange.

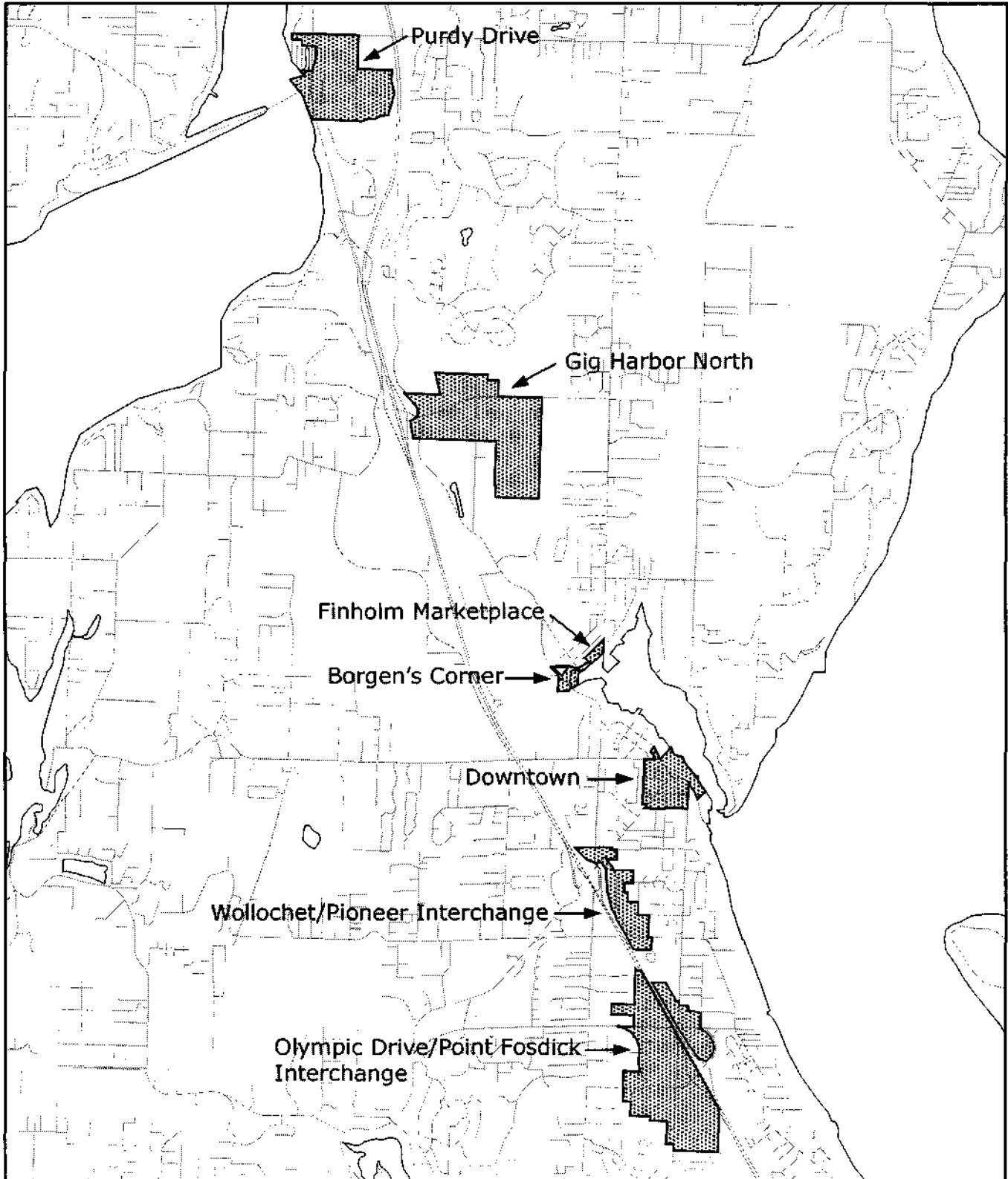
OLYMPIC DRIVE/POINT FOSDICK INTERCHANGE - Includes all the Business and Commercial zones in the vicinity of the Olympic Village/Point Fosdick interchange.

PURDY DRIVE - All non-residential zones abutting Purdy Drive between the north intersection of Goodnough Drive and 144th Avenue in the city's urban growth area (UGA).

*Activity Center Standards are intended to:*

- *Extend design considerations beyond individual parcels.*
- *Coordinate the design elements of public and private projects.*
- *Emphasize visual links and function among parcels.*
- *Emphasize right-of-way and common area improvements which will create a cohesive community image.*

### 1.1.03 Existing Activity Centers Map



### **1.1.04 Activity Center Standards**

Development within Activity Centers shall be as follows:

**1. Provide continuous pedestrian links between buildings, sites and common areas within activity center.**

Pedestrian path layouts shall be designed to provide the shortest distance between common areas, public greens, public buildings and anchor tenant structures within Activity Centers. This may require pedestrian paths between or through parcels in addition to typical street-side walkways.

**2. Identify locations for common parking lots and/or garages.**

To facilitate clustering of nonresidential structures, provide common parking in all new binding site plans.

**3. Unify public directional signs.**

All off-premise directional signs shall be of a unified carved or sandblasted design and shall be limited to generic names (e.g., "SHOPS", "RESTAURANTS", "PARKING", "CIVIC CENTER"), or district names (e.g., "DOWNTOWN", "WATERFRONT"). Individual business names are not allowed.



### 1.1.04 Activity Center Standards (cont.)

#### **4. Coordinate all outdoor lighting fixtures and right-of-way paving materials.**

All pole light fixtures and paving materials in Activity Centers shall be of a common and substantially similar design and shall be consistent with outdoor lighting standards in outdoor lighting standards in Section 2.12 and outdoor furnishing standards in Section 2.13 of this chapter.



*Coordinate outdoor light fixtures and right-of-way paving materials.*

#### **5. Where practical, incorporate mixed use buildings, which accommodate residential units.**

1.2 PARKWAYS

1.2.01 Parkways

Parkways provide functional and visual links between districts and can create a cohesive community image through application of consistent design standards.

1.2.02 Defined Parkways

The following roads are defined as parkways within the City of Gig Harbor and its urban growth area (UGA):

OLYMPIC / SOUNDVIEW DRIVE

Includes all of Olympic and Soundview Drives, and also 56th Street NW between Olympic Drive & 38th Ave NW

POINT FOSDICK DRIVE

From Olympic Drive to Harbor Country Drive

WOLLOCHET DRIVE

From SR 16 to Hunt Street

PIONEER WAY

From SR-16 to Harborview Drive

STINSON AVENUE

From SR 16 to Harborview Drive

ROSEDALE STREET

From Skansie Avenue to Harborview Drive

HARBORVIEW DRIVE

From Soundview Drive to North Harborview Drive

NORTH HARBORVIEW DRIVE

From Harborview Drive to Peacock Hill Avenue

PEACOCK HILL AVENUE

From Borgen Boulevard to North Harborview Drive

BORGEN BOULEVARD

From Burnham Drive to Peacock Hill Avenue

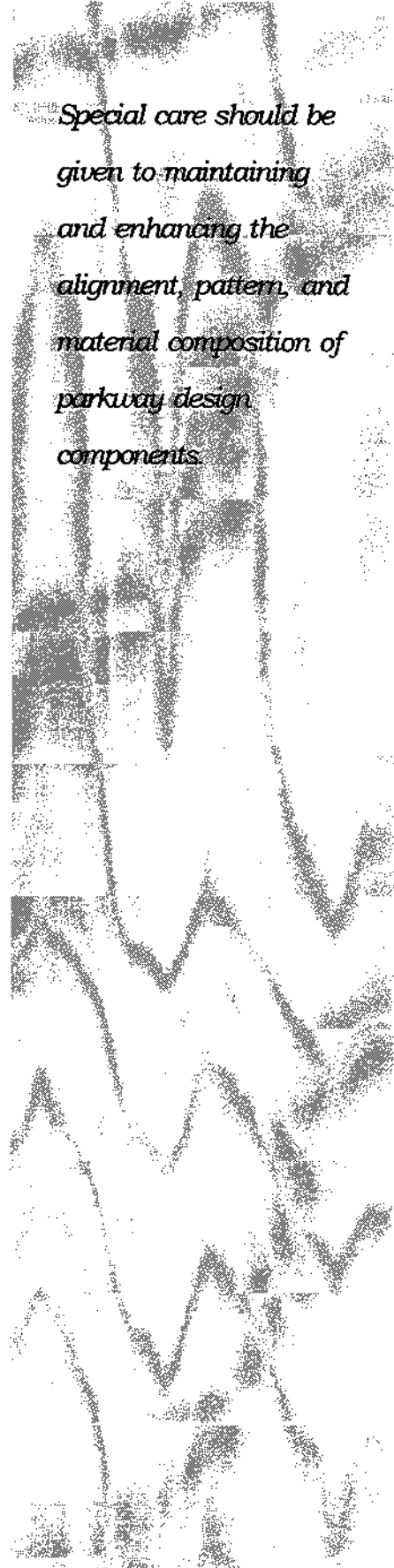
PURDY DRIVE

From SR 16 north to 144th Street NW

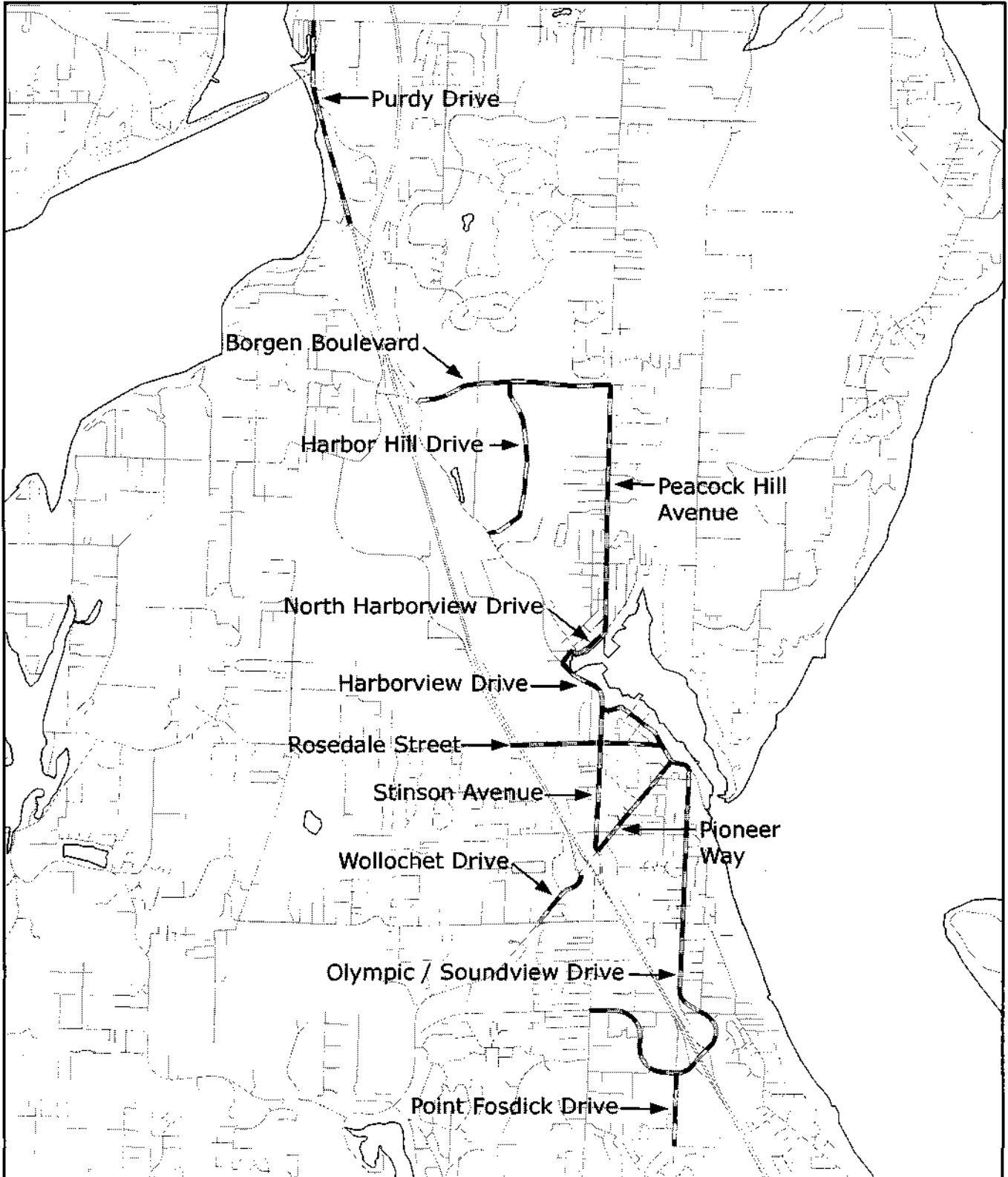
HARBOR HILL DRIVE

Extending from Burnham Drive to Borgen Boulevard

*Special care should be given to maintaining and enhancing the alignment, pattern, and material composition of parkway design components.*



### 1.2.03 Defined Parkways Map



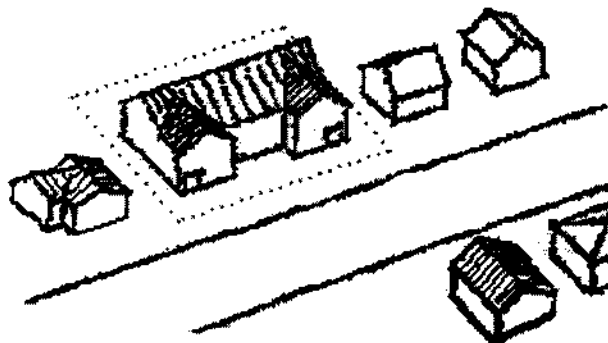


### 1.2.04 Parkway Standards For On-Site Development

The following standards apply to all parcels having frontage on Defined Parkways.

#### 1. Reflect mass, scale and height of adjacent structures.

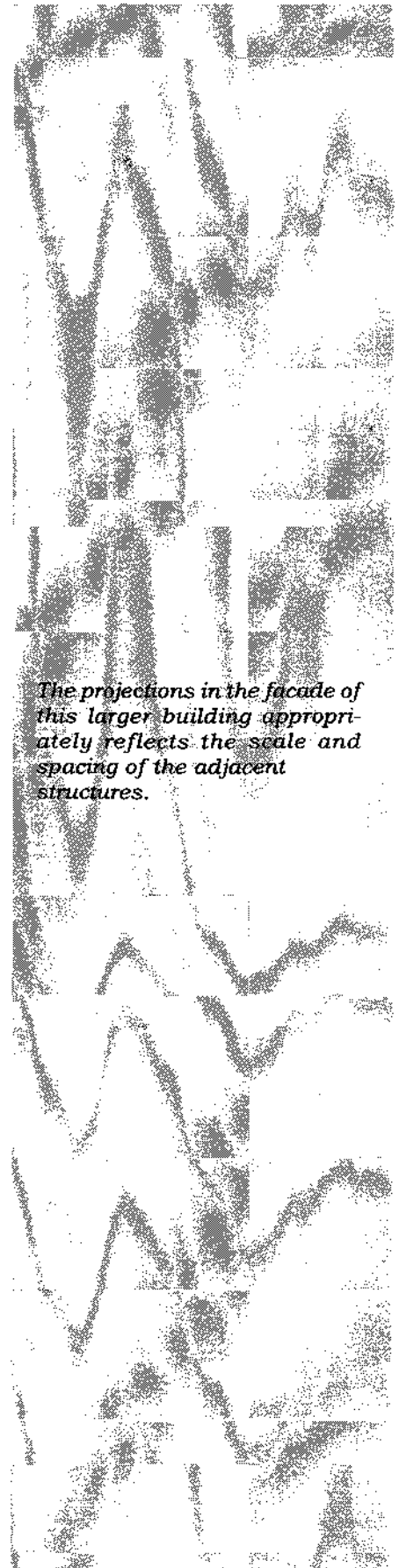
Larger structures built next to smaller structures shall include projections in the facade which reflect and approximate the smaller structures' massing and height. Heights of existing structures shall be measured from the average finished grade along the streetside facade to the highest point of the roof.



*The projections in the facade of this larger building appropriately reflects the scale and spacing of the adjacent structures.*

#### 2. Avoid chain link fencing.

Fences along parkway frontages shall be consistent with fencing standards in Section 2.11 except that chain link fencing of any design shall not be allowed forward of the front setback line.



### 1.3.01 Enhancement Corridors

Enhancement Corridors are identified on the City's Visually Sensitive Areas Map (Appendix "A"). They include:

#### CANTERWOOD BLVD / BURNHAM DRIVE / HARBORVIEW DRIVE CORRIDOR

This corridor includes all property within or partially within 100 feet of the right-of-way extending from Canterwood Boulevard at 125th Street Court NW to the Intersection of Harborview Drive and North Harborview Drive (Borgens Corner).

#### SR 16 CORRIDOR

This corridor includes all property within or partially within 300 feet of the right-of-way of State Route 16 within the UGA, except those properties within designated visual interchange nodes.

*Enhancement Corridors are designed to:*

- *Maintain the scenic beauty which characterizes travel across the Gig Harbor Peninsula.*
- *Maintain a more distinct city "edge."*
- *Assure a stronger sense of arrival at visual interchange and activity nodes.*
- *Provide visual separation between districts.*

**1.3 ENHANCEMENT CORRIDORS****1.3.02 Enhancement Corridors Standards**

All development within Enhancement Corridors must conform to the following design criteria:

**1. Retain significant vegetation.**

Significant vegetation within 30 feet of the property line abutting the street or utility rights-of-way within the Enhancement Corridor shall be retained.

**2. Provide full screening or partial screening with glimpse-through areas.**

Parking lots and structures in any area of the defined enhancement corridor must be fully screened from SR-16, except they may be viewed through a semi-transparent screen of on-site trees as follows:

- a) Neither full or semi-transparent screening is required on parcels designated as Prominent Parcels on the City's Visually Sensitive Areas Map, except that significant vegetation within 30 feet of the property line abutting the street or utility rights-of-way within the Enhancement Corridor shall be retained.

### 1.3.02 Enhancement Corridor Standards (cont.)

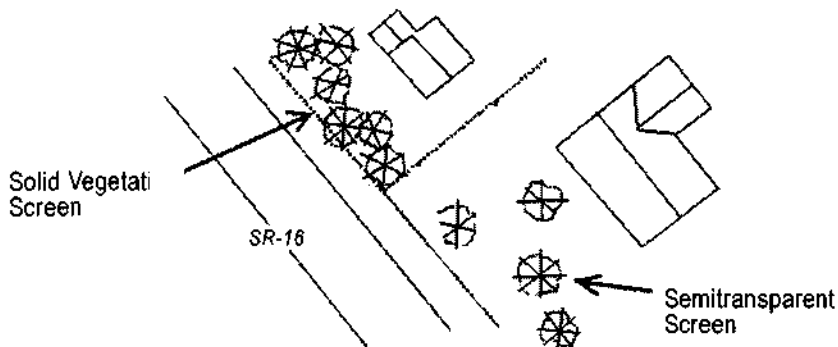
b) Semi-transparent screens must provide at least 70% year round foliage coverage distributed evenly across the view along the SR 16 and Tacoma-Cushman Utility Corridors and 50% coverage along the Canterwood Blvd/Burnham Drive/Harborview Drive Corridor. Semi-transparent screens may consist of new vegetation only if healthy existing vegetation is not adequate to fulfill this requirement.

c) A semi-transparent screen shall not be a rigid line of trees along the property's edge. Rows of trees existing along property edges shall be retained. Additional trees are required so that a staggered, natural growth pattern is retained or achieved.



1.3 ENHANCEMENT CORRIDORS

1.3.02 Enhancement Corridor Standards (cont.)

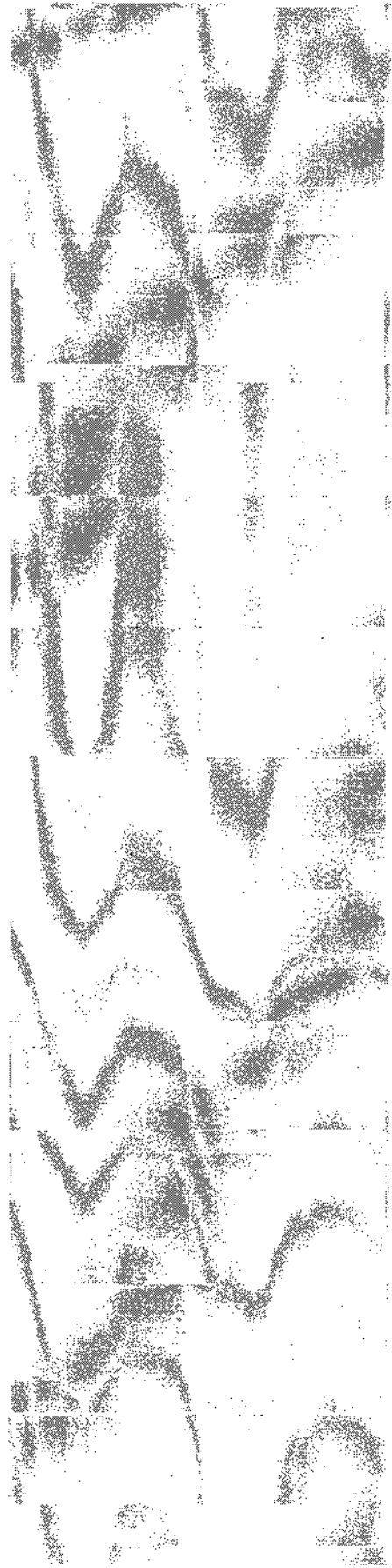


**3. Maintain 30 foot setbacks from the right-of-ways that define Enhancement Corridors.**

Parcels abutting defined Enhancement Corridor right-of-ways must maintain a 30 foot setback within which no structures or parking lots shall be allowed. Existing significant vegetation within the setback shall be retained.

**4. Orient service and delivery areas away from Enhancement Corridors.**

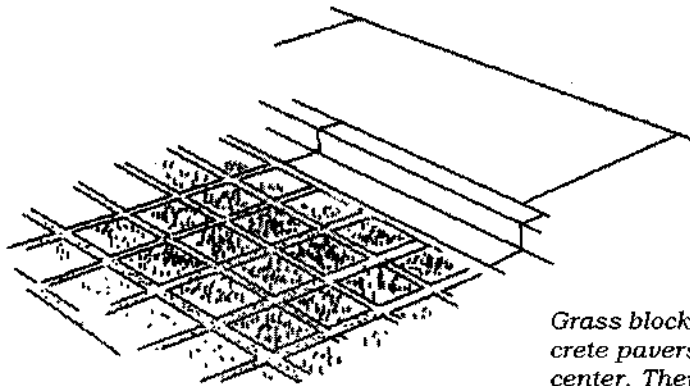
Service and delivery bays, warehouses and mini-storage units may not be visible from Enhancement Corridors.



### 1.3.02 Enhancement Corridor Standards (cont.)

#### **5. Screen or enhance parking lots visible from the SR 16 Enhancement Corridor.**

Parking lots designed for more than 16 cars shall be either fully or partially screened under the provisions of Item 1 above, and shall conform to all other applicable landscape requirements for parking lots. On-site parking spaces more than 200 feet from the building to which they apply shall be surfaced with textured and colored paving material if not fully screened.



*Grass block pavers (sometimes known as grasscrete) are concrete pavers designed to allow grass to grow up through the center. They are useful for limited-use parking areas where an asphalt or concrete appearance is not appropriate.*

#### **6. Screen or enhance building design.**

Buildings visible from or partially visible from Enhancement Corridors shall meet all design criteria for prominent facades. Semi-transparent screens are not sufficient to negate this requirement.

**1.4 ZONE TRANSITION**

**1.4.01 Zone Transition Standards**

Zone Transitions occur wherever opposing zones meet. All parcels in a specific zone that abut, or are across the street from, parcels in a different zone (regardless of uses in that zone or as otherwise stated below) are subject to either ZONE TRANSITION BUFFERING STANDARDS or ZONE TRANSITION DEVELOPMENT STANDARDS. Zone transition standards do not apply to development that is permitted under the development standards of the opposing zone or between zones that collectively fall under any one of the following zoning district categories.

The DRB shall not consider or recommend approval of any deviation or proposed modification of any standard in Sections 1.4.02 or 1.4.03, except as provided in Section 1.4.04.

<b>ZONE TRANSITION CATEGORIES</b>	<b>ZONING DISTRICTS</b>
LOW DENSITY RESIDENTIAL	R-1, R-2, PCD-RLD, WM, WR
LOW TO MEDIUM DENSITY RESIDENTIAL	R-2, R-3
MODERATE DENSITY RES. & MIXED USES	R-3, PCD-RMD, RB-1, RB-2, PCD-NB,
NON-RESIDENTIAL*	B-1, B-2, C-1, PCD-C, ED, PI, DB, WC, RB-1*, RB-2*, PCD-NB*

\* Parcels with an RB-1, RB-2 or PCD-NB zoning designation are not included in the Non-Residential category if there are any residential structures on the site.

## 1.4.02 Zone Transition Buffering Standards

### **1. Substantially separate and shield opposing zones located outside the height restriction area with a minimum 40-foot dense vegetative buffer.**

Buffering between zones in parcels outside the height restriction area defined in Chapter 17.62 GHMC shall include a dense vegetative buffer of 40 feet or more unless the zone transition development standards of Section 1.4.03 are complied with.

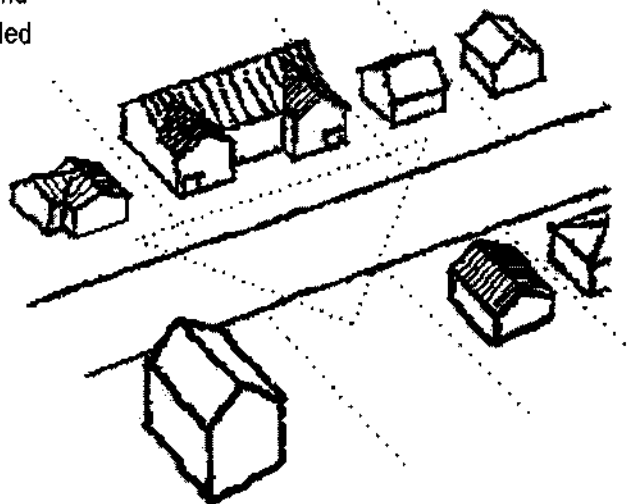
In situations where the subject site is located in the height restriction area, the development standards of Section 1.4.03 shall apply:

## 1.4.03 Zone Transition Development Standards

In situations where Zone Transition Buffering Standards cannot be achieved or where zone transitions occur within the height restriction area, the following development standards shall apply:

### **1. Limit building footprint to the average size of building footprints in the opposing zones\*\*.**

Building footprints shall be no larger than the average footprint size on all buildings in opposing zones located within 200 feet of the subject site and that are on parcels that are contiguous to the transition zone boundary. (Accessory structures, e.g. sheds and garages, may be excluded from this calculation.)



\*\* The Design Review Board may recommend alternative measures of complying with this standard under the provisions of the Alternate Zone Transition Standards in Section 1.4.04 of this Chapter.

*Zoning designations serve to contain similar and compatible uses within specified areas of the City. Incompatible development may occur where two or more zoning designations meet.*

*The three closest parcels in the opposing zone should be identified to determine average height and average footprint size.*

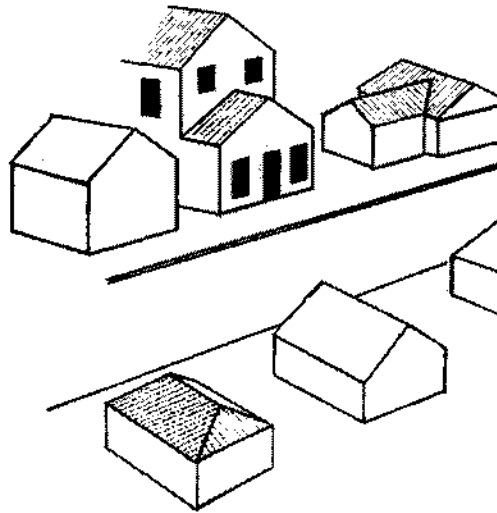


**1.4 ZONE TRANSITION**

**1.4.03 Zone Transition Development Standards (cont.)**

**2. Limit building height to the average height of buildings in opposing zones\*\*.**

Building height shall be no taller than the average building height on all parcels in opposing zones (including code allowed height on vacant parcels) that are located within 200 feet of subject site and that are contiguous to the Transition Zone boundary. Structures may step up to a greater height (not to exceed maximum height limits) if the taller portions are stepped back at least 1.25 feet for every increased foot of height. In this context, structures shall be measured from the average finished grade along the side of the building facing the opposing zone to the highest point on the roof.



*Taller portions of buildings must be stepped back at least 1.25 feet for every increased foot of height.*

\*\* The Design Review Board may recommend alternative measures of complying with this standard under the provisions of the Alternate Zone Transition Standards in Section 1.4.04 of this Chapter.

### 1.4.03 Zone Transition Development Standards (cont.)

#### **3. Avoid facing dissimilar structure along streets.**

Structures facing a street which divides or abuts two or more zones shall be compatible with structures in the less intense zone as follows:

a) **INCORPORATE RESIDENTIAL DETAILING.**

All buildings abutting a residential zone shall be limited to residential-type doors, windows, trim, and massing. Large storefront windows, kick plates below windows, flat roofs, parapets, sign bands, etc., do not appropriately reflect residential architecture.

b) **CONFORM TO DESIGN STANDARDS OF MORE RESTRICTIVE ZONES.**

Structures abutting a dissimilar zone shall be subject to design standards for both zones. The more restrictive requirements shall apply.

c) **IF DESIRED, RELAX DESIGN STANDARDS ON PARCEL INTERIOR.**

Buildings may be designed to reflect the more intense uses allowed in a zone if they are located behind structures that conform to the standards of the abutting zone.

*Landscape buffers and screens typically separate and shield dissimilar uses. Where landscaping alone cannot provide visual relief between districts, transition may be better achieved by combining screening methods with a "step-down" approach to development.*

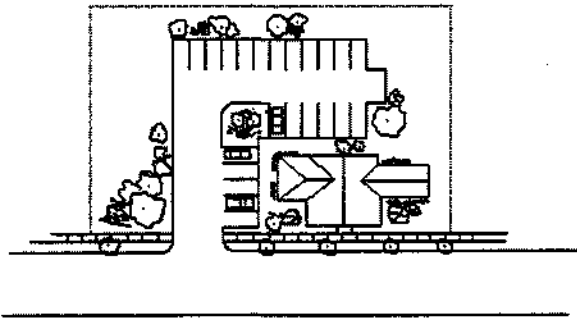
**1.4 ZONE TRANSITION**

**1.4.03 Zone Transition Development Standards (cont.)**

**4. Avoid the appearance of parking lots along residential streets.**

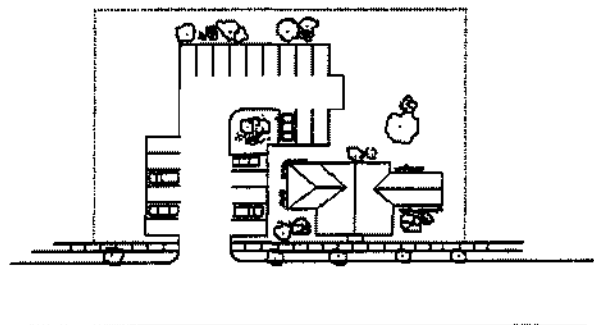
Parking lots are not allowed along streets which divide commercial and residential districts or on parcels that abut residential zones. In these situations, parking lots must be largely contained behind non-residential buildings. Driveways with parking on one side of the driveway may connect rear parking lots to the street.

ACCEPTABLE



*Driveways with parking stalls on one side only may face residential districts.*

UNACCEPTABLE



*Large parking lots may not be located in front yards where they face residential districts.*

### 1.4.04 Alternative Zone Transition Standards

As an alternative to the zone transition standards in Section 1.4.02 and 1.4.03, the Design Review Board may recommend approval of development in a zone transition area if it finds that the proposed development integrates, and is sensitive to, the pattern of development in the abutting zone. To determine if a proposed development is sensitive to the pattern of development in the abutting zone, the DRB shall consider the following elements of design<sup>1</sup>.

#### **1. Separation of structures.**

Is there sufficient separation between structures on the site and structures in the opposing zone to mitigate the impacts of taller or larger structures?

#### **2. Architectural modulation of building.**

Is there sufficient modulation in the design of the building to reflect the scale and massing of adjacent buildings in the opposing zone?

#### **3. Rooflines.**

Do the rooflines of the proposed building(s) reflect the type, style and form of the rooflines on the adjacent buildings in the opposing zone?

#### **4. Location of service areas.**

Is there sufficient separation of service areas (e.g., loading docks, delivery areas, dumpster enclosures) to minimize impacts to development in the opposing zone?

#### **5. Window and balcony orientation.**

Are windows and balconies located in a manner that preserves the privacy of residents in the opposing zone?



*The bulk of this project's upper story was reduced and significant landscaping was retained to better fit with the neighboring single family zone.*

<sup>1</sup> The alternative zone transition standards allow the DRB to consider these elements but do not authorize the DRB to waive design standards otherwise required by this Chapter or to vary from the minimum setback standards, maximum height standards, or maximum building size standards applicable to the underlying zoning district in which the subject site is located.

**1.4.04 Alternative Zone Transition Standards (cont.)****6. Lighting.**

Is the location and intensity of outdoor lighting low enough to avoid negative impacts on abutting residential development?7. Vegetative buffering. Does existing on-site vegetation provide screening opportunities or otherwise ensure the privacy of residents in opposing zones?

**8. Existing non-conformities.**

Are there existing patterns of development in the opposing zone, that do not conform with current development standards and should therefore not be perpetuated in new development?

**9. Entry-way orientation.**

Is the building entrance in a location that minimizes impacts to the privacy of abutting residential development?

**10. Location of parking and driveway entrances.**

Are parking lots and driveways in locations that minimize traffic noise on, or invasion of privacy of, abutting residential development?

**11. Open space and common areas.**

Does the project utilize common areas to provide separation between site development and development in the opposing zone?

**12. Existing natural characteristics of the site.**

Does the development utilize existing site conditions such as topography or clusters of trees to provide buffering, or to enhance view opportunities?

**13. Siding materials and details.**

Do the siding materials and other architectural details reflect the type of materials and details that typify development on abutting parcels in the opposing zone?

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## DESIGN REVIEW OPTIONS

The design standards of this Chapter shall be observed for building and site design within the City of Gig Harbor. Design standards include both GENERAL REQUIREMENTS and SPECIFIC REQUIREMENTS.

"General Requirements" include all **BOLD UNDERLINED** text in this chapter. "Specific Requirements" include the more detailed text which immediately follows general requirements. This differentiation allows proponents to select from two Design Review options, including:

### 1. ADMINISTRATIVE APPROVAL

Design review for projects or portions of projects which conform to the SPECIFIC REQUIREMENTS may be approved administratively by the City of Gig Harbor Community Development Department planning staff as described in Section 17.98.050 (A) GHMC. This method provides for a reasonable degree of flexibility while minimizing review time.

### 2. DESIGN REVIEW BOARD RECOMMENDATION

The Design Review Board (DRB) option as described in 17.98.050 (B) GHMC encourages a creative approach to design by providing a more flexible review standard than that which is allowed in the administrative approach. The DRB can recommend alternative design solutions to SPECIFIC REQUIREMENTS if it finds that:

- a) an alternative design represents an equivalent or superior design solution to what would otherwise be achieved by rigidly applying Specific Requirements, and
- b) the alternative design meets the intent of each General Requirement.

To determine the general requirement's intent, the DRB shall consider the specific requirements as appropriate examples of compliance. The staff or the DRB may request that the proposed structures be demarcated with rods, netting and/or balloons to better review mass, scale and/or location.

The DRB shall not consider or recommend approval of any deviation from dimensional or numeric standards stated within the text of any general requirements, or from minimum setback standards, maximum height standards or zone transition building size standards stated in specific requirements. Approval to deviate from these standards must be obtained through the variance process defined in Chapter 17.66 GHMC and not through the Design Review Board process.

*Deleted language  
pertaining to  
checklist in Appendix.*

*The Design Review*

*Board (DRB) may*

*recommend approval of*

*proposed alternatives to*

*SPECIFIC*

*REQUIREMENTS*

*if the DRB finds that*

*alternative design*

*solutions meet the intent*

*of the GENERAL*

*REQUIREMENTS in any*

*section of this Chapter.*

*The Design Review*

*Board cannot waive or*

*recommend approval of*

*designs that do not*

*comply with the under-*

*lying zone requirements.*



## 1.5.02 Prominent Parcel Standards (cont.)

### **4. Keep structures in the foreground.**

To provide further emphasis to design, buildings shall be located at the front setback line unless significant vegetation warrants placing the building further back.

### **5. Minimize visibility of parking lots and service areas.**

All parking, loading and service areas must be located or screened in such a manner so as not to be visible from 200 feet or more from the property from any public right-of-way.

### **6. Use landscaping to "frame" buildings and to screen parking and appurtenances.**

Landscaping may be used to screen parking and mechanical appurtenances and frame buildings. Generally, however, the front side of buildings on Prominent Parcels should not be screened by landscaping exceeding 3 feet in height. Instead, emphasis should be given to architectural prominence. An occasional tree is allowed.

### **7. Coordinate development at intersections abutting prominent parcels.**

Development within 200 feet of Prominent Parcel intersections shall be coordinated as follows:

- a) Use of similar landscaping materials
- b) Shared tree clusters
- c) Similar massing, scale and setbacks of buildings
- d) Coordinated pedestrian amenities including benches, light standards, trash receptacles, paving materials, etc.

NOTE: New development shall be required to coordinate with existing development only if existing development was previously developed under the terms of this Chapter. However, the general massing and scale of development shall be considered in all cases.

*Eliminated language in sidebar because it was duplicative of "Note" to the left.*

## 2.4.01 Secondary Walkways Standards (IBE)

Secondary Walkways are those that provide for pedestrian movement between buildings without depending upon parking lots or landscape areas for such movement. Secondary walkways are required for all non-residential and multi-family development.

*added "not to residential"*

### **1. Link each building with walkways.**

All buildings designed for non-residential use or business access shall be linked to each other by a Secondary Walkway system. Walkway layouts should promote the shortest distance between building entrances. Long circuitous routes shall be avoided. Public sidewalks may be considered part of the walkway system if they provide convenient movement between structures

### **2. Assure adequate walkway width.**

Secondary walkways must be at least 3 ft. in width.

### **3. Differentiate walkway surfaces.**

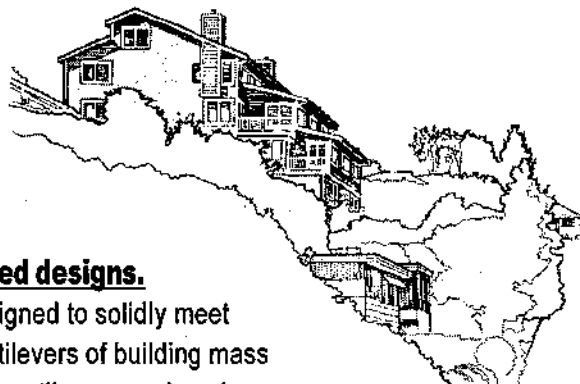
Secondary walkways must be visually distinct from parking lot and driveway surfaces and shall be characterized by concrete or masonry materials. Walkways flush with asphalt or vehicular travel-ways shall have a distinct pattern and texture (e.g., brick pavers or stamped concrete.) Paint or appliques' will not suffice to meet this requirement. Walkways must be functionally separate from parking lots and driveways except where they cross driveways.

*Secondary walkways serve as a pedestrian system that facilitates safe and efficient movement between buildings, plazas, common areas, green spaces and other site plan amenities. They should be designed to provide the shortest distances between building entrances. Long circuitous routes are not appropriate.*

### 3.1.01 Site-sensitive Building Design (cont.)

#### **2. Incorporate building design elements into landscaping areas.**

Secondary design elements such as low walls, planter boxes, stairs or plaza surfaces that incorporate materials used on the building's exterior shall be incorporated into the landscape design around the building's perimeter to visually anchor and transition the building to the site.



*Building designed to solidly meet the ground. Minor cantilevers are acceptable.*

#### **3. Avoid cantilevered designs.**

Buildings must be designed to solidly meet the ground. Large cantilevers of building mass are prohibited. Minor cantilevers such as bay windows, and balconies are acceptable. Upper floors may not cantilever more than 3 feet beyond lower floor walls.

#### **4. Determine allowable building height from any point within setback area.**

Allowable building height may be measured from any point within defined buildable areas, provided that the point of measurement is within 50 feet of the building footprint, as follows:

- a) In the height restriction area, each lot is allowed a building height of up to 16 feet, provided that no portion of the structure exceeds 27 feet above natural and finished grade.
- b) In the Historic District, height limits vary. Refer to Historic District in section 3.14.02(1)(b) of this chapter for residential and section 3.14.02 (2) of this chapter for non-residential.

*corrected reference*  
c) All other areas, no portion of the structure shall exceed the maximum height of the underlying zone.

### 3.4.01 Prominent Facades

The following standards are applicable to all non-residential and multi-family development.

#### **1. Provide consistent architectural interest to all prominent facades.**

All building facades prominently visible from public waterways, rights-of-way or streets providing primary access to the site or from any customer or client parking or pedestrian area within a defined activity center, shall meet the following facade requirement:

- a) Prominent facades shall not be blank walls.
- b) Prominent facades shall reflect the same design and detailing which typify the building's front including roof design, window proportion, facade variation and building materials.

#### **2. Apply all design criteria to prominent facades. (IBE)**

Prominent facades, whether the front, side or rear of the building, are subject to full design review and shall comply with all design criteria stated herein.

*Prominent facades include all building facades visible from waterways, public rights of way, or from any customer or client parking or pedestrian area within a defined activity center.*

*Prominent facades also include facades which face the road(s) providing primary access to the building's site.*

*Prominent facades may not be sterile wall planes void of architectural interest. They shall be detailed with added relief, shadow lines, and visual depth.*



### **3.9.01 Color**

The following color regulations apply to non-residential and multi-family residential development outside the historic district. The planning staff and/or the Design Review Board can provide guidance on selecting colors that will conform to the following criteria:

#### **1. Keep field colors subdued.**

Field or base colors (the main color of exterior walls) are limited to the more subtle earthtone colors. White, soft sands, grays, sage greens, pale yellows and deep rich clay colors are appropriate field colors.

#### **2. Avoid bold or bright trim colors.**

Trim colors (fascia, cornice, window and door trim, kick panels etc.) may contrast to complement the field color but shall not be bright or bold. A lighter or darker shade of the field color is always an appropriate trim color, as is white. Bright or primary colors are not permitted.

#### **3. Limit bright colors to finer architectural details.**

Accent colors can generally be brighter than field or trim colors. Accent colors shall be used with restraint. Appropriate areas for accent colors are those details that might otherwise go unnoticed such as moldings or molding indentations, medallions, and shadow lines of windows and door frames. Doors are also an appropriate location for accent colors.

#### **4. Avoid painting factory colors of stone and brick.**

Stone and brick have naturally durable colors and finishes that would be lost or damaged if painted. Painting or staining of stone and brick is prohibited.

*Color is an important and dominant aspect of building design.*

*When selecting colors, consider carefully the different materials and levels of detail that color can emphasize. The field or base color is one of the most dominating features of the building; trim colors are used on the building's secondary features, while accent colors can emphasize the finer, more characteristic elements of the building's design.*

*Typically, no more than three colors should be used in one building, but additional colors may be considered if they are a close shade of one of the other three colors.*

### 3.14.02 Building Massing & Height - Historic District (cont.)

#### 1. Incorporate characteristic roof lines and massing into residential structures.

Historic structures in Gig Harbor are characterized by similar roof lines and massing. All residential structures within the historic district must meet the following criteria:

a) MINIMUM ROOF PITCH

Roof pitches shall be minimum 6/12 and maximum 12/12 on all portions of the roof except for (a) shed dormers, (b) porches, (c) the lower pitched roof portion on a saltbox-style structure, and (d) steeples, bell towers, and similar accentuated structures.

b) MAXIMUM HEIGHT

Each residential lot is allowed a building height of up to 18 feet from any point within the buildable area and within 50 feet of the building's footprint, provided that no portion of the structure exceeds 27 feet above natural grade. Additionally, one BASIC STRUCTURE measuring 25 feet wide X 40 feet deep X 27 feet high may be incorporated into the building design based upon the following criteria:

aa. The height of the basic structure shall be measured from the lowest elevation point at the setback lines. Height shall be measured from natural grade.

bb. The ridge of the basic structure shall be perpendicular to the shoreline or "point" to a significant view.

*Relocated graphics on pg. 100 to this page.*

*The intersecting dormers and porch gable provide visual interest to this otherwise unbroken roof plane.*



*The dominating end-gable and intersecting dormer on the side typify many historic homes in the Gig Harbor basin.*

### 3.14.02 Building Massing & Height - Historic District (cont.)

#### **2. Conform to height standards for non-residential structures.**

Historic commercial structures were typically flat-roofed buildings with projecting cornices, sometimes with an extended parapet on the front. Pitched roof commercial buildings were also common. To allow similarly designed buildings, all non-residential structures within the historic district shall conform to the following height and roof pitch standards:

a) **MAXIMUM UPHILL HEIGHT.**

No portion of a building shall exceed 16 feet for a flat-roofed building, or 18 feet for a pitched roof building, as measured from the highest point within the setback area and within 50 feet of the building footprint.

b) **MAXIMUM DOWNHILL HEIGHT.**

No building shall exceed a height of 24 feet as measured from finished grade at the lowest point of the building footprint, except that additional height is allowed for roof planes, gables and dormer windows, not to exceed the uphill height limits.

c) **MAXIMUM HEIGHT ABOVE GRADE.**

Buildings may not exceed a height of 27 feet above natural and finished grade at any given point within the building footprint.

d) **PITCHED ROOFS.**

Pitched roofs shall have a minimum roof pitch of 6/12 and a maximum pitch of 12/12 on all portions of the roof except for (a) shed dormers, (b) porches, (c) the lower pitched roof portions on a saltbox-style structure, which may all have lesser pitched roofs, and steeples and bell towers which may have greater pitched roofs. The ridge of a pitched roof shall run perpendicular to (pointing toward) the view of the bay as seen from the street nearest the front setback line of the subject site, unless the ridge is within the flat roof height limits.

*Graphics  
relocated  
to pg. 98*



### **3.14.08 Colors - Historic District**

The following color regulations apply to all structures in the Historic Districts. The planning staff and/or the Design Review Board can provide guidance on selecting colors that will conform to the following criteria:

#### **1. Keep field colors subdued.**

Field or base colors (the main color of exterior walls) are limited to the more subtle earth-tone colors. White, soft sands, grays, light pastels and deep rich clay colors are appropriate field colors.

#### **2. Avoid bold or bright trim colors.**

Trim colors (fascia, cornice, window and door trim, kick panels etc.) may contrast to complement the field color but shall not be bright or bold. A lighter or darker shade of the field color is always an appropriate trim color, as is white. When using a contrasting trim color, bright or primary colors are prohibited.

#### **3. Limit bright colors to finer architectural details.**

Accent colors can generally be brighter than field or trim colors. Accent colors should be used with restraint. Appropriate areas for accent colors are those details that might otherwise go unnoticed such as moldings or molding indentations, medallions, and shadow lines of windows and door frames. Doors are also an appropriate location for accent colors.

#### **4. Avoid painting factory colors of stone and brick.**

Stone and brick provide naturally durable colors and finishes that would be lost or damaged if painted. Painting or staining of stone and brick is prohibited.

*The historic district is the only area of the City where color is regulated on single family housing.*



### 1.5.01 Prominent Parcels

Prominent parcels are parcels that are prominently visible either because of their corner location or because, when viewed from a distance on the road providing access to the parcel, they serve as a view terminus. Prominent parcels are identified on the Visually Sensitive Areas Map (Appendix "A").

### 1.5.02 Prominent Parcel Standards

All development of prominent parcels shall conform to all applicable development standards of this Title, and to the following additional standards:

#### **1. Incorporate significant trees and clusters of trees into the site design.**

Every effort should be made to preserve significant attractive trees and clusters of vegetation (see landscaping in section 2.2 of this chapter).

#### **2. Avoid site designs which emphasize pavement, canopies or mechanical equipment.**

Prominent Parcels are not appropriate for designs which emphasize vehicular pavements, service station canopies, drive-up canopies or mechanical appurtenances such as gas pumps.



#### **3. Provide a stately appearance to structures.**

In order to provide visual distinction to the city, structures on Prominent Parcels shall be of a stately appearance. Landmark-type structures which exceed the height limit may be considered on these parcels if they serve to enhance the streetscapes without blocking significant views or vistas. (See definition of *Stately* and *Landmark Structures*).

*Provide emphasis to structures and landscaping on parcels identified as Prominent Parcels on the city's Visually Sensitive Areas Map.*

**1.5 PROMINENT PARCELS****1.5.02 Prominent Parcel Standards (cont.)****4. Keep structures in the foreground.**

To provide further emphasis to design, buildings shall be located at the front setback line unless significant vegetation warrants placing the building further back.

**5. Minimize visibility of parking lots and service areas.**

All parking, loading and service areas must be located or screened in such a manner so as not to be visible from 200 feet or more from the property from any public right-of-way.

**6. Use landscaping to "frame" buildings and to screen parking and appurtenances.**

Landscaping may be used to screen parking and mechanical appurtenances and frame buildings. Generally, however, the front side of buildings on Prominent Parcels should not be screened by landscaping exceeding 3 feet in height. Instead, emphasis should be given to architectural prominence. An occasional tree is allowed.

**7. Coordinate development at intersections abutting prominent parcels.**

Development within 200 feet of Prominent Parcel intersections shall be coordinated as follows:

- a) Use of similar landscaping materials
- b) Shared tree clusters
- c) Similar massing, scale and setbacks of buildings
- d) Coordinated pedestrian amenities including benches, light standards, trash receptacles, paving materials, etc.

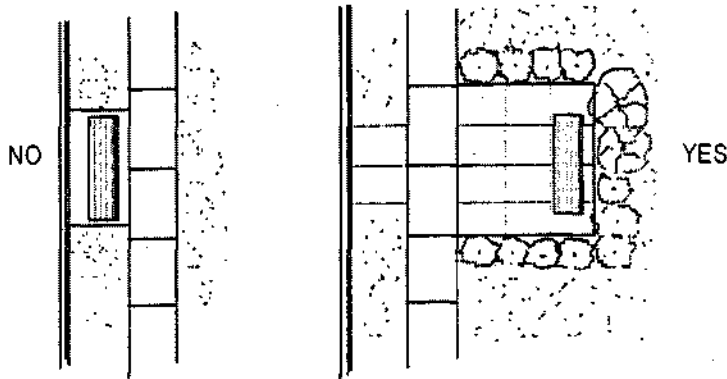
NOTE: New development shall be required to coordinate with existing development only if existing development was previously developed under the terms of this Chapter. However, the general massing and scale of development shall be considered in all cases.

*New development shall coordinate with existing development only if the existing development was previously developed under the terms of this chapter. However, the general massing and scale of existing development shall be considered in all cases.*

## 1.6.01 Transit Stops Standards

### 1. Locate transit stops behind the sidewalk.

Transit stops shall be incorporated into a small paved area large enough for a shelter, if desired, according to Pierce Transit standards. Alternatively, transit stops may be near a building entrance under a colonnade or canopy. Do not place waiting areas at the street curb.



*Placing transit stop bench into a landscaped area away from the curb helps to integrate the bench into the setting while providing a more pleasant waiting area.*

### 2. Landscape transit stops or incorporate them into landscaped areas.

Landscaping around the perimeter of the transit stop is required. Landscaping shall provide a sense of enclosure without obscuring visibility.

### 3. Illuminate transit stops.

For safety and convenience, transit stop waiting areas may be fully illuminated according to the City of Gig Harbor lighting standards in section 2.12 of this chapter.



*Mass transit stops may be incorporated into mixed-use buildings or be designed as stand-alone buildings like this one.*

*Transit Stops as required by Pierce Transit shall be designed as an amenity to the site. On-site transit stops may be counted toward meeting Common Area requirements if they conform to all common area requirements.*

**SECTION 2 : SITE DESIGN**

- 2.1 Natural Site Conditions
- 2.2 Landscaping & Screening
- 2.3 Primary Walkways
- 2.4 Secondary Walkways
- 2.5 Outdoor Common Areas
- 2.6 Residential Setbacks
- 2.7 Non-Residential Setbacks
- 2.8 Historic District Non-Res Setbacks
- 2.9 Historic District Res Setbacks
- 2.10 Parking Lots
- 2.11 Fences
- 2.12 Outdoor Lighting
- 2.13 Outdoor Furnishings



## 2.1 NATURAL SITE CONDITIONS

### 2.1.01 Natural Site Conditions

Site development should be designed to reflect the natural conditions of the site, including topography and existing vegetation. The following standards will help to achieve this, and are applicable to all development.

**1. Limit clearing of vacant parcels to no more than 50% of significant vegetation and retain vegetation in all required buffers and setbacks.**

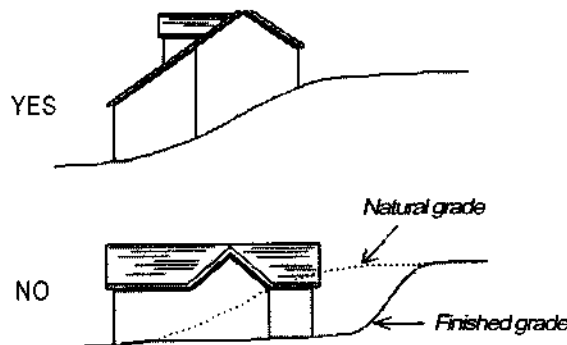
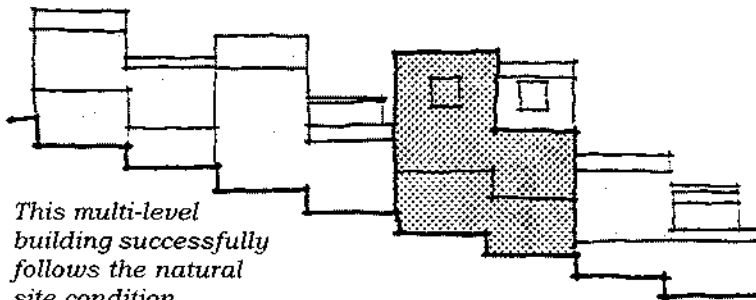
Clearing limitations apply to all vacant parcels with no approved site plan or building permit for development.

**2. Retain natural vegetation on under-developed portions of sites with approved site plan.**

Clearing of underdeveloped portions of approved site plans is not permitted until building permits for development of those areas have been issued.

**3. Maintain natural topography.**

Buildings and parking lots shall be designed to fit natural slopes rather than regrading the slope to fit a particular building or parking lot design. Cuts and fills on a site shall be balanced and finished grades shall not include any retaining walls that exceed 6 feet. Instead, designs shall compliment and take advantage of natural topography. Sloped lots may require multi-leveled buildings, terraced parking lots and/or lower level parking garages.



*Natural vegetation, together with existing views of the water and territorial views is an integral part of the harbor setting and should be preserved on both developed and vacant parcels.*

*Views through or framed by natural vegetation may be achieved while retaining the existing vegetation which characterizes the harbor setting.*

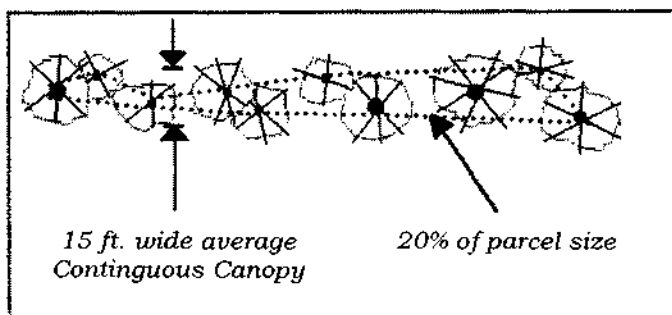
### 2.1.01 Natural Site Conditions (cont.)

#### **4. Incorporate approximately 20 percent of significant vegetation into site plan.**

On non-residential and multi-family sites, at least 20 percent of natural significant vegetation shall be incorporated into required landscaping and retained indefinitely. The 20% calculation shall be based upon significant vegetation currently on the site and which has been cleared from the site within the past 5 years. In conjunction with the 20% retention requirement, the following options may be applied to other landscaping requirements of this chapter.

##### a) REDUCED LANDSCAPING REQUIREMENTS

Clusters of natural vegetation which form a continuous canopy at least 15 feet deep (average) and at least 20% of the parcel size (measured from the outer edges of the trunks) will meet the requirements for on-site trees, provided that screening and buffering requirements otherwise required are met. All other landscaping requirements must be adhered to.



*Natural vegetation may meet on-site tree requirements.*

2.1.01 Natural Site Conditions (cont.)

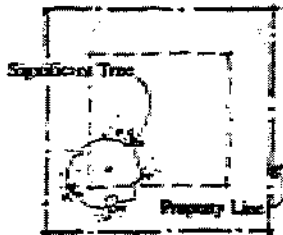
b) REDUCED PARKING STALL DIMENSIONS

Parking stalls adjacent to protected trees may be reduced to 8 x 16 feet to avoid encroachment into tree root zones.

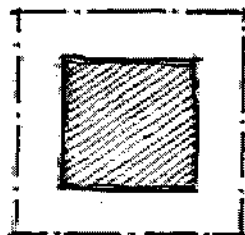


c) ENCROACHMENT INTO SETBACKS

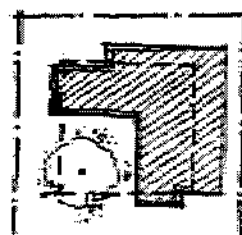
Structures and parking areas may encroach into required setbacks if it can be shown that such encroachment allows significant trees or tree clusters to be retained. Encroachment shall be the minimum encroachment necessary to protect specified trees. In no case shall the yard be reduced to less than 5 feet. (Not applicable to single-family development or to development subject to zone transition standards.)



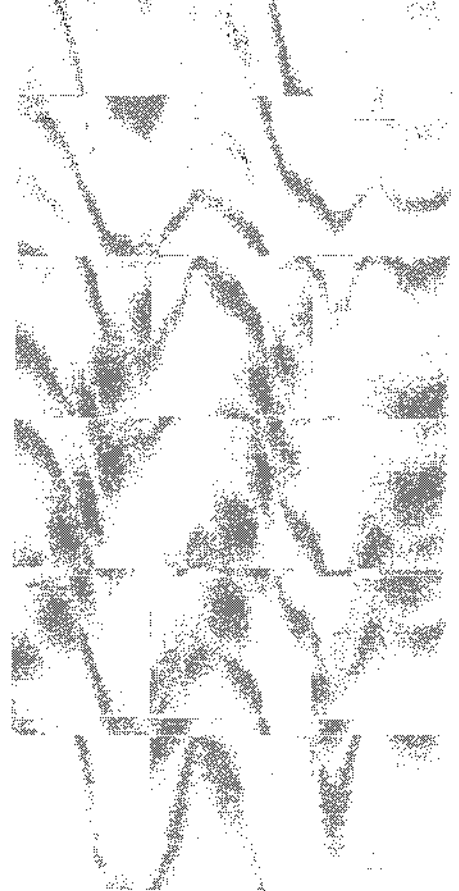
Site Conditions



Natural Site Development



Alternate Site Development to Save Tree



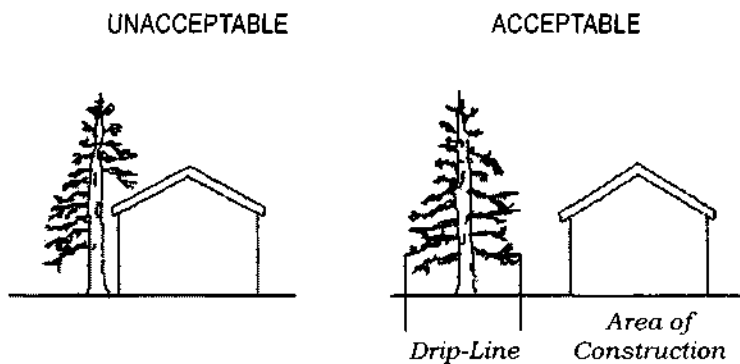
### 2.1.01 Natural Site Conditions (cont.)

#### **5. Provide adequate protection for retained vegetation.**

Identify how retained trees will be protected both during and after construction.

##### a) LOCATION OF STRUCTURES

Buildings, retaining walls, utilities and paved surfaces must be far enough away from retained trees to allow room for construction activities (including grading and excavation) and to assure a proper growth environment after construction.



*Neither the building footprint or the area of construction should encroach into the drip line of trees to be protected.*

##### b) AREA OF CONSTRUCTION

In no case shall construction activities take place within the drip line of the tree without extra precautions as recommended by a certified arborist. A tree's "drip line" is the most extreme reach of its branches beyond its trunk, or one foot of space from the trunk for every inch of trunk diameter as measured 4.5 feet above grade, whichever is greater.



### 2.1.01 Natural Site Conditions (cont.)

#### c) TREE WELL

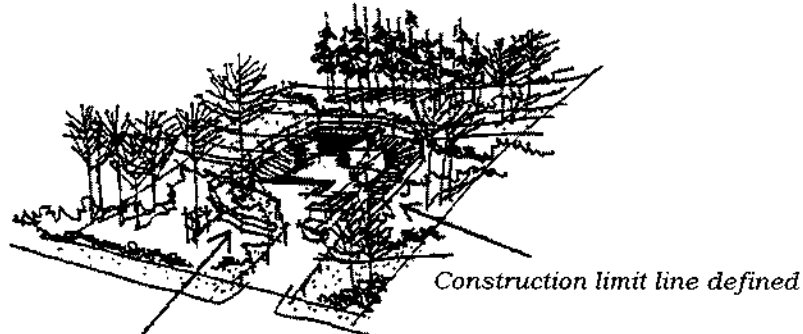
Provide a tree well or other form of protection where the surrounding grade must be raised.

### **6. Protect existing trees during construction.**

Significant vegetation to be retained must be protected during construction by installation of a protective barricade. This will require preliminary identification of the proposed area of disturbance for staff inspection and approval, then installation of a protective barricade BEFORE major excavation with heavy equipment begins.

#### a) BARRICADE REQUIREMENTS

The barricade must be made of 4"x4" post with chain link fence attached. Fence posts shall be 8 feet on center connected with 2"x4" top rails or equivalent support system. Fence height must be a minimum of 4 feet high.



*Fencing shall be installed around area of disturbance and remain in place for the entire duration of project construction.*

*Limits of disturbance must be carefully defined and delineated. Areas of non-disturbance must be protected.*

### 2.1.01 Natural Site Conditions (cont.)

#### **7. Replace lost trees which were intended to be retained.**

Any tree proposed or required to be retained and which is subsequently lost or destroyed must be replaced with at least three 6-foot trees or one 18-foot tree or one 12-foot plus one 6-foot tree of the same species.

#### **8. Avoid tree topping.**

Topping or trimming trees in a manner that alters the natural symmetry of a tree is not allowed unless necessary for safety reasons as certified by a ISA certified arborist.



### **2.2.01 Landscaping & Screening**

In addition to the landscape criteria in Chapter 17.78, the following standards shall apply to all non-residential and multi-family development, and to all residential platted buffer or open space areas:

#### **1. Conform to all landscape criteria in the GHMC Section 17.78.**

#### **2. Complete landscaping of phased projects within 3 years.**

All portions of a site must either be landscaped at the time of first-phase development, or in accordance with one of the following options:

- a) Perimeter area landscaping as required under GHMC Section 17.78.070 is installed around the entire first-phase portion of the site, as though the first-phase portion constituted the entire site. In this situation, phasing lines shall be considered property lines for purposes of determining required landscaping; or
- b) The second-phase portion of a site is completed within 3 years of completion of the first phase as per an approved site plan, or as per a non-development landscape plan. The non-development landscape plan shall be submitted to and approved by the City prior to issuance of any certificates of occupancy on the site. The non-development landscape plan will be required in addition to a second-phase site plan, and shall include a performance assurance device as specified under GHMC Section 17.78.110.

#### **3. Choose plantings which are compatible with existing vegetation.**

Plantings must be of a type which will thrive amid existing vegetation without killing or overtaking it. Incompatible plants which require different planting environments or microclimates may not be mixed. Haphazard mixture of textures, colors and plant types are prohibited. Invasive, nuisance plants on the noxious weed list (State and Pierce County) are prohibited.

#### **4. Provide an automatic mechanical irrigation system.**

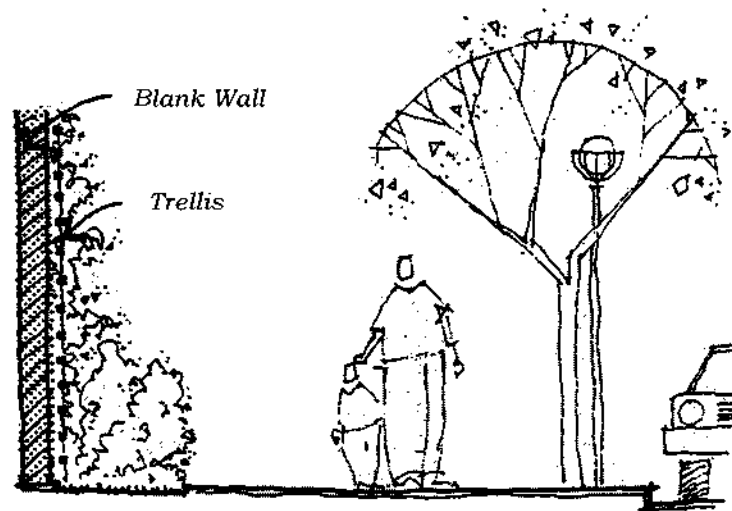
Planting areas with nursery stock or transplanted vegetation shall include a automatic mechanical irrigation system designed for full coverage of the planting area. Exceptions may be granted for xerioscape plans which require little or no supplemental irrigation. Xerioscape plans shall be prepared by a licensed landscape architect and shall be approved by the Community Development Director.

*Natural vegetation, together with existing views of the water and territorial views are an integral part of the harbor setting and should be preserved on both developed and vacant parcels.*

### 2.2.01 Landscaping & Screening (cont.)

#### **5. Encourage use of vines or shrubs along blank walls.**

Blank walls may include a narrow planting area with shrubs or vines (espaliers) giving coverage to the wall.



#### **6. Locate vegetation to preserve significant views.**

Views and vistas from public right-of-ways shall be considered when determining placement of vegetation. While it is not the intent to avoid all trees in the foreground of a view, consideration should be given to the expected height of trees and how they might be located to "frame" the view.

#### **7. Retain the natural symmetry of trees.**

Trimming of trees shall be done in a manner that preserves the tree's natural symmetry. Topping is prohibited unless recommended by a certified arborist for health/safety reasons. Limbing-up may be appropriate if sufficient crown is retained to preserve the tree's fullness and health.

### **2.2.01 Landscaping & Screening (cont.)**

#### **8. Maintain health and fullness of natural vegetation and buffer areas.**

Areas of natural vegetation shall be retained over time. To ensure this, volunteer saplings of coniferous trees should be allowed to grow to replace older, less healthy trees. However, it may be prudent to thin out some saplings to avoid overcrowding if existing trees are healthy and full. A healthy and typical spacing of larger trees in a natural or forested setting is about 12 to 15 feet on center.

Selective thinning and maintenance may be allowed if this spacing is retained, subject to City planning staff approval. The order of preference in trees to be retained under a thinning maintenance program is

- 1) healthy coniferous and madrone trees with a 10-inch or greater trunk diameter,
- 2) healthy coniferous and madrone trees with a 6-inch or greater trunk diameter,
- 3) smaller saplings of coniferous trees, and
- 4) deciduous trees.

No trees shall be removed under a thinning and maintenance program if such removal results in tree spacing greater than 15 feet on center, except to remove dying or dangerous trees as determined by a certified arborist. Full under-story shrubbery shall be retained, except to thin out non-native species (e.g., blackberry, scotch broom).

### 2.3.01 Primary Walkway Standards (IBE)

A Primary Walkway is the main pedestrian walkway which connects a building's entrance to the public right-of-way. Primary walkways are required for all non-residential development.

#### **1. Link commercial buildings to their fronting street with primary walkways.**

All primary structures must be served by primary walkways which directly link the building's main entrance to the street on which the building is located.

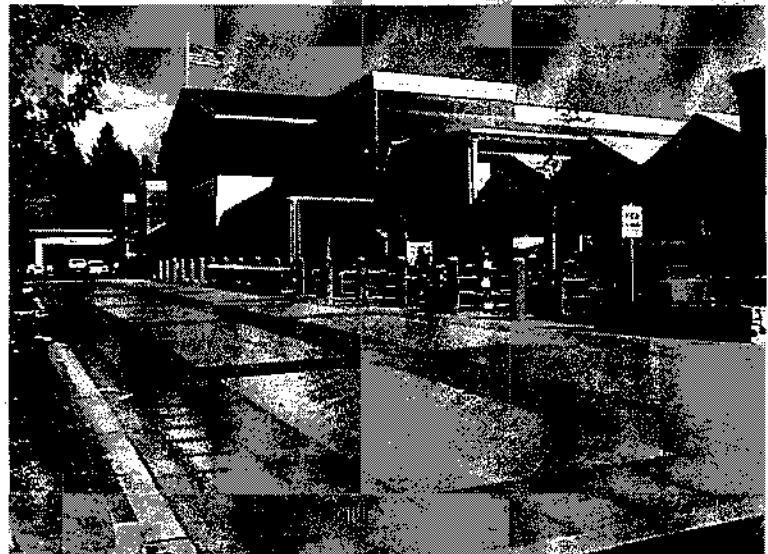
#### **2. Assure that primary walkway width is proportionate to the scale of the project.**

On projects with less than a 20,000 sq. ft. footprint, Primary Walkways must be a minimum of 5 feet in width. Larger projects require 8 ft. or wider Primary Walkways.

#### **3. Differentiate walkway surfaces.**

Primary Walkways must be visually distinct from parking lot and driveway surfaces and shall be characterized by concrete or masonry materials. Walkways flush with asphalt or vehicular travel-ways shall have a distinct pattern and texture (e.g., brick pavers or stamped concrete.) Paint or appliques' will not suffice to meet this requirement. Walkways must be functionally separate from parking lots and driveways except where they cross driveways.

*Primary walkways are not only a building's link to the public right-of-way; they also facilitate and enhance the pedestrian environment.*



### 2.3.01 Primary Walkway Standards (IBE) (cont.)

#### **4. Accent walkways with significant landscaping.**

One side of all Primary Walkways must be landscaped except where they cross driveways. The width of the landscaping shall be a minimum of 5 feet.

#### **5. Accent primary walkways with lighting and seating.**

Primary Walkways must include lighting and seating areas in accordance with the Lighting Standards and Outdoor Furniture in Sections 2.12 and 2.13. One bench is required for every 200 feet of walkway length.

#### **6. Identify significant historic buildings, landscapes, places or events.**

Plaques, signs or art with applicable information about historic events or structures associated with the site are encouraged. These demarcations may be reviewed by staff for historic accuracy.

### 2.4.01 Secondary Walkways Standards (IBE)

Secondary Walkways are those that provide for pedestrian movement between buildings without depending upon parking lots or landscape areas for such movement. Secondary walkways are required for all non-residential and multi-family development.

#### **1. Link each building with walkways.**

All buildings designed for residential use or business access shall be linked to each other by a Secondary Walkway system. Walkway layouts should promote the shortest distance between building entrances. Long circuitous routes shall be avoided. Public sidewalks may be considered part of the walkway system if they provide convenient movement between structures

#### **2. Assure adequate walkway width.**

Secondary walkways must be at least 3 ft. in width.

#### **3. Differentiate walkway surfaces.**

Secondary walkways must be visually distinct from parking lot and driveway surfaces and shall be characterized by concrete or masonry materials. Walkways flush with asphalt or vehicular travel-ways shall have a distinct pattern and texture (e.g., brick pavers or stamped concrete.) Paint or appliques will not suffice to meet this requirement. Walkways must be functionally separate from parking lots and driveways except where they cross driveways.

*Secondary walkways serve as a pedestrian system which facilitates safe and efficient movement between buildings, plazas, common areas, green spaces and other site plan amenities. They should be designed to provide the shortest distances between building entrances. Long circuitous routes are not appropriate.*

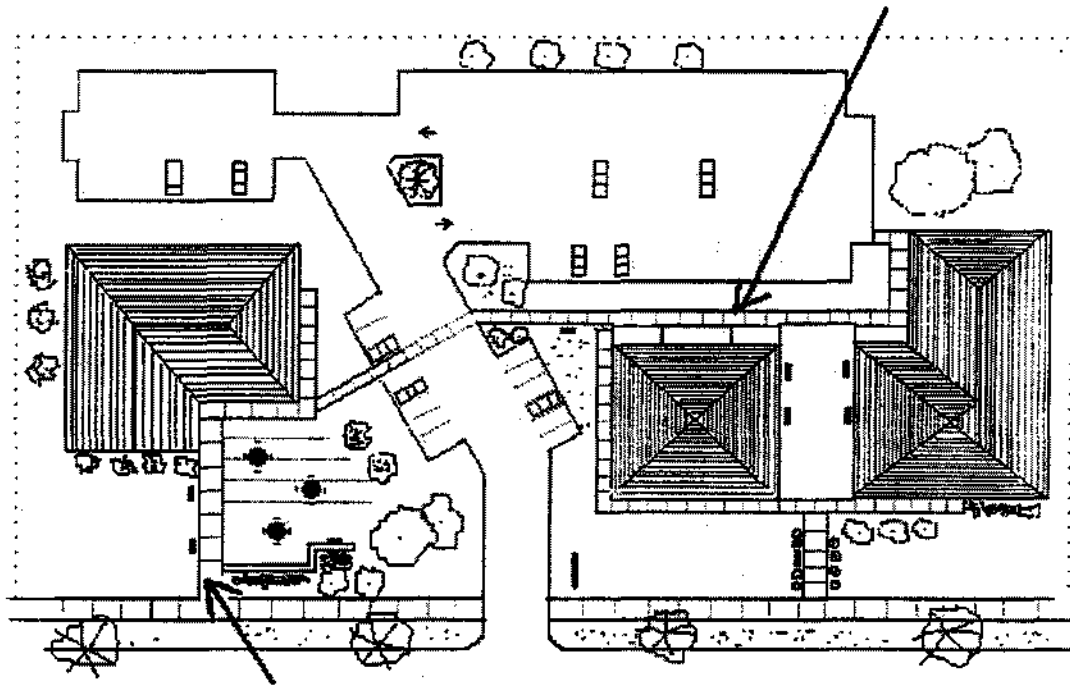


### 2.4.01 Secondary Walkways Standards (IBE) (cont.)

#### 4. Avoid walkways which cross parking stalls.

Secondary Walkways may not be used for parking stalls, nor may parking stalls be used for Secondary Walkways. Ramps or loading areas of handicap stalls may, however, be part of Secondary Walkways, subject to ADA conformance.

*Secondary walkways connect each building and are distinct from parking lot surfaces. Notice the direct route between buildings.*



*Primary walkway connects building's main entrance with the public sidewalk. Notice how the outdoor plaza provides a visual focus to the site while enhancing the pedestrian environment.*

### 2.5.01 Outdoor Common Area Standards

Outdoor common area standards are contained on pages 31 through 34 of the City of Gig Harbor's 1996 Design Manual, on file with the City Clerk.



**2.6.01 Residential Setbacks**

The following standards apply to all single-family residential development outside the historic district and all multi-family development city-wide. In order to deviate from minimum setback standards, approval must be obtained through the variance process defined in Chapter 17.66 GHMC and not through the Design Review process.

**1. Conform to single-family setback requirements. \***

The following minimum setbacks are intended to give greater emphasis to front entrances and porches while keeping the garage a subordinate element in the house design:

FRONT SETBACK .....	House – 20 feet Porch – 12 feet Garage – 26 feet
SIDE SETBACK .....	8 feet **
REAR SETBACK .....	30 feet **

\* In the PCD-RMD District, the following setbacks apply to single-family development:

* FRONT SETBACK .....	House - 15 feet Porch - 12 feet Garage - 15 feet
* SIDE SETBACK .....	5 feet
* REAR SETBACK .....	15 feet, except that garages may be within 3 feet of an alley easement.

\*\* Garages may be located in the defined side and rear yards provided they conform to the criteria in Section 3.13.01, item (1) (a).

**2. Conform to multi-family setback requirements.**

Multi-family development shall comply with the setbacks defined for each zone in Title 17.

### 2.7.01 Non-residential Setbacks

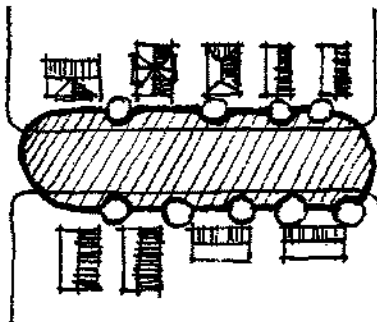
The following standards apply to all non-residential development.

In order to deviate from minimum setback standards, approval must be obtained through the variance process defined in Chapter 17.66 GHMC and not through the Design Review process.

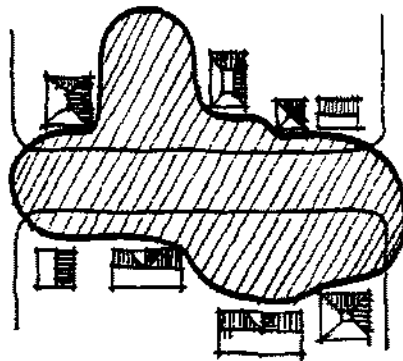
#### **1. Conform to setback requirements.**

Development shall comply with setbacks defined for each zone in Title 17, GHMC.

*Consistent streetfront setback produces organized spacial enclosure.*



*Inconsistent setback and site design produces irregular and often incoherent enclosure.*



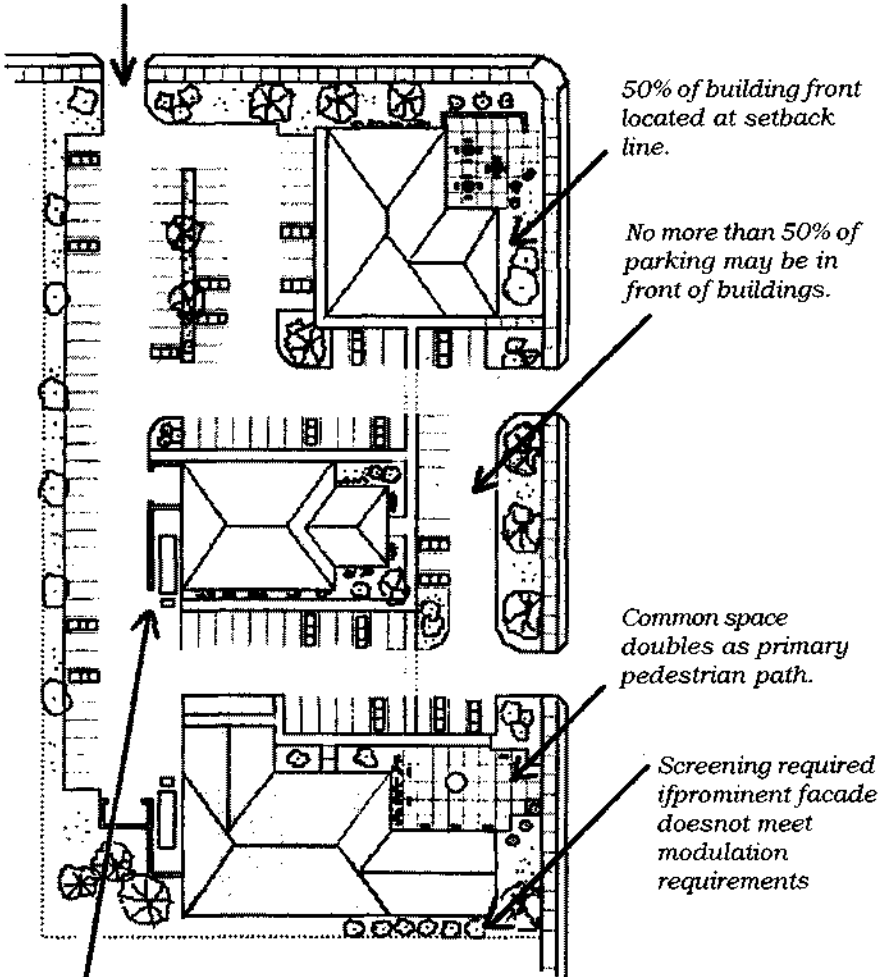
**2.7.01 Non-residential Setbacks**

**2. Locate structures near front setback line. (IBE)**

At least 50 percent of the primary structure's front facade shall be placed on the front setback line (except in the Historic District or unless retention of significant vegetation warrants an increased setback.) Additional structures on the site shall be likewise placed on the front setback line unless they are located behind other structures on the site. The remaining portion of the building may be stepped back to accommodate common areas or parking. However, no more than 50 percent of required parking may be located forward of the front facade of a building (see Parking Standards in section 2.10.01, (8) of this chapter.

*Secondary driveway accessed off  
sidestreet. Width of all curb cuts  
must be minimized*

*Notice secondary pedestrian paths  
connecting each building and  
primary pedestrian paths which link  
buildings with the street.*



*Trash receptacles and delivery areas kept away from public's view.*

*To enhance the visual  
quality and the  
pedestrian environment  
of non-residential streets  
and activity centers, an  
increased emphasis  
should be placed on  
landscaping, pedestrian  
walkways and  
architecture.*

*Parking lots and service  
areas should be visually  
diminished by keeping  
them to the side or rear  
of the buildings.*

### 2.8.01 Historic District Non-residential Setbacks

The Historic District includes the Downtown Business District, all Waterfront Districts, the RB-1, B-2 & C-1 Districts abutting Harborview and North Harborview Drives (excluding the B-2 District at the intersection of Harborview Drive and Burnham Drive NW), the area bordered by Harborview Drive, Rosedale Street and Stinson Avenue, the parcel on the southwest corner of the Rosedale Street/Stinson Avenue intersection, and all parcels having frontage on the following streets: Harborview Drive lying south of North Harborview Drive, Rosedale Street extending from Harborview Drive to Stinson Avenue, and Stinson Avenue extending from Rosedale Street to Harborview Drive. The following setback standards apply to all non-residential development within the Historic District.

In order to deviate from minimum setback standards, approval must be obtained through the variance process defined in Chapter 17.66 GHMC and not through the Design Review process.

#### 1. Conform to Non-Residential setback requirements.

##### FRONT SETBACK:

20 feet (see also Parkway setbacks), except that in the DB district the front setback is zero (0).

##### SIDE SETBACK:

On a 50-foot wide lot, 20 feet of combined side yard setback is required and may be allotted as desired except that a minimum of 5 feet on any one side is required. For every additional foot of lot width beyond 50 feet, .25 feet of side yard setback is required. Side yard setbacks apply to all parcels within the historic district except for parcels in the downtown business district (DB) zone. In the DB zone there are no side yard setbacks except as determined through the site plan review process unless the property abuts a residential district, in which case a 20-foot setback is required along the property line abutting the residential district.

*To create a visual pattern and to enhance retail activity in the non-residential area of the historic district, the street front shall be characterized by a continuous row of storefronts with retail uses on the sidewalk level.*

*Primary structures shall be located near the public sidewalk and be characterized by storefront display windows and entry bays.*

**2.8.01 Historic District Non-residential Setbacks (cont.)****REAR SETBACK:**

As defined for each underlying zone in the historic districts, or 25 feet, whichever is less, except that in the DB district, there is no rear setback except as determined through the site plan review process, unless the property abuts a residential district, in which case a 20-foot setback is required along the property line abutting the residential district.

**PARKWAY SETBACK:**

At least 50 percent of the primary structure's front facade shall be within 10 feet of property frontages abutting defined parkways within the historic district.

**2. Consider side yard setbacks which best preserve views from adjacent parcels.**

In determining side yard setbacks, consideration should be given to how the location of the structure will affect views from adjacent parcels and how vehicular access to rear garages can best be achieved. Total combined side yard setbacks may be allotted as desired except that a minimum of 5 feet on any one side is required.



### 2.9.01 Historic District Residential Setbacks

The following standards apply to all residential uses and development within the Historic District, except that in the DB district, all residential structures shall conform to the non-residential setback standards of Section 2.8 of this chapter.

In order to deviate from minimum setback standards, approval must be obtained through the variance process defined in Chapter 17.66 GHMC and not through the Design Review process.

#### 1. Conform to residential setback requirements.

FRONT SETBACK MINIMUM . . . House - 20 feet  
 Garage - 26 feet  
 Porches - 12 feet

\*\* SIDE SETBACK MINIMUM . . . On a 50-foot wide lot, 20 feet of combined side yard setback is required and may be allotted as desired except that a minimum of 5 feet on any one side is required. For every additional foot of lot width beyond 50 feet, .25 feet of side yard setback is required.

\*\* REAR SETBACK MINIMUM . . . As defined for each underlying zone in the Gig Harbor Municipal Code, or 25 feet, whichever is less.

\*\* See additional setback provisions in section 2.9.0 (3) of this chapter.

#### 2. Consider side yard setbacks which best preserve views from adjacent parcels.

In determining side yard setbacks, consideration should be given to how the location of the structure will affect views from adjacent parcels and how vehicular access to rear garages can best be achieved. Total combined side yard setbacks may be allotted as desired except that a minimum of 5 feet on any one side is required.

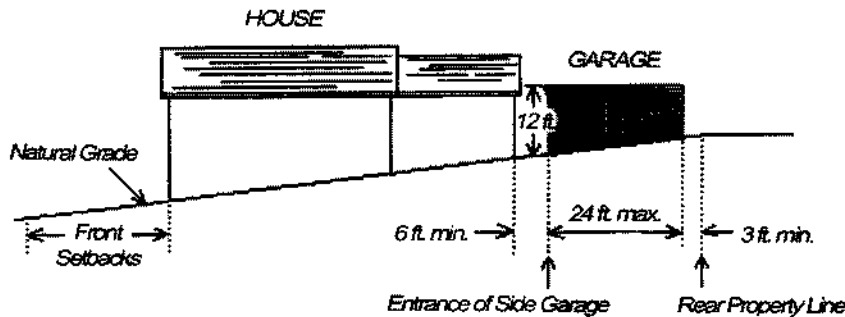


### 2.9.01 Historic District Residential Setbacks (cont)

#### 3. Consider incentives to locate residential garage behind house.

To encourage garages in back yards, garages may be located in the defined side and rear yards provided they meet the following criteria for special exceptions:

- a) The garage is placed at least 6 feet behind the house (a breeze way no wider than 6 feet measured side to side may connect the garage to the house).
- b) The garage is at least 3 feet from the rear property line. The garage may be placed 3 feet from the side property line, provided that the main structure directly in front of the garage is no more than 5 feet from the same side property line. (This ensures that the balance of the required side yard setback is retained from the full depth of the parcel.)
- c) The size of the garage does not exceed 24 x 24 feet.
- d) The height of the garage is limited to 12 feet above the highest point of natural grade along the front (vehicular entrance) wall of the garage.



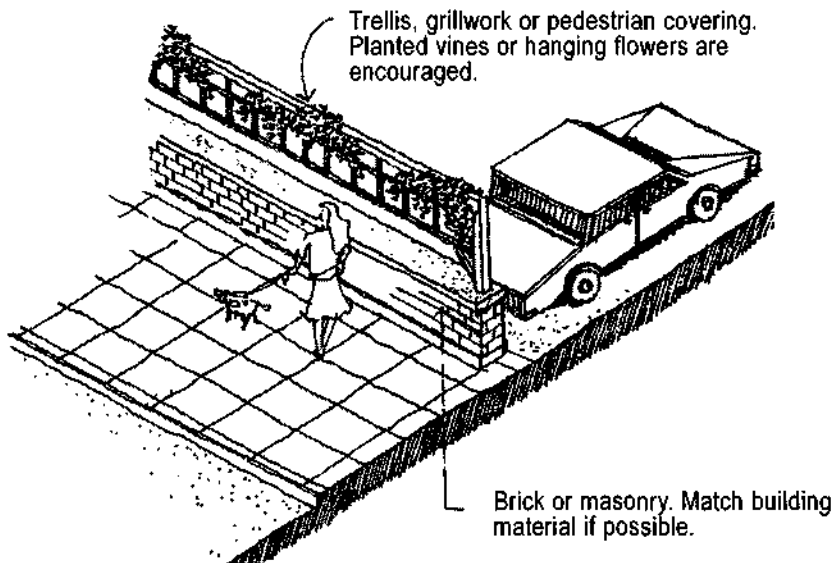
*Rear-yard garages are encouraged with special setback allowances.*

### 2.10.01 Parking Lot Standards

The following standards apply to all non-residential uses and development.

#### 1. Use landscaping to screen parking and service areas.

To soften the visual impact from the street, parking lots and other expansive pavement areas shall include a wall, solid hedge or landscape berm which is at least 3 feet high and parallel to the right-of-way (conforming to clear vision requirements at driveway entrance.)



#### 2. Limit the number of curb cuts.

To maximize landscaping at the street face, curb cuts for driveways shall be limited to one cut per parcel frontage or one cut per 200 feet of parcel frontage, subject to Public Works Standards driveway separation requirements. An additional cut is allowed if the driveway is one-way. Where available, side streets or alleys should be used for additional access needs.

#### 3. Limit driveway widths to maximize landscaping at the streetface.

To further maximize landscaping at the street face, 1-lane driveways may no wider than 15 feet, 2-lane driveways may be no wider than 24 feet and 3-lane driveways may be no wider than 34 feet except that necessary flaring of the driveway may occur between the inner edge of the sidewalk and the gutter.

#### 4. Screen or enhance parking lots visible from SR-16.

Parking lots designed for more than 16 cars shall either be completely screened from SR-16 or be partially screened under the provisions of the Enhancement Corridor in section 1.3.03 of this chapter.

*Parking lots and parking structures should not visually dominate Gig Harbor's urban setting. Parking facilities should be designed with increased emphasis on landscaping, pedestrian ways and human enclosure.*

*The requirements of this section are intended to mitigate the visual impacts of parking by screening parking lots from public right-of-ways and by making parking garages a secondary element in building designs.*

### 2.10.01 Parking Lot Standards (cont.)

#### **5. Provide continuous tree canopy throughout parking lot.**

Parking lots shall include a continuous canopy of trees around their perimeter (20-ft. on-center minimum spacing), and shall also include trees within the parking lot as follows:

- a) A continuous row of trees, spaced 20-ft. on-center, located between each parking row in a minimum 5-ft. wide continuous landscape strip, or
- b) Two trees at each end of parking rows and between every 9 parking stalls (18 if double-loaded) in planted areas of at least 250 sq. ft. each.
- c) For industrial buildings only, a continuous canopy of trees is not required if the number of trees otherwise required under a. or b. above are provided around the perimeter of the parking lot along with any other required perimeter landscaping.

#### **6. Conform to Lighting Standards in Section 2.12 of this chapter.**

#### **7. Incorporate pedestrian ways into parking lot.**

Pedestrian ways, including walkways and crosswalks, shall conform to the on-site walkway requirements in sections 2.3 and 2.4 of this chapter.

#### **8. Minimize parking in front of buildings. (IBE)**

No more than 50% of required parking may be located forward of the front facade of a building. In this context, the front facade of the building shall be any side facing or abutting the street providing primary access to the site. If a site has frontage on more than one street providing primary access, it shall be the longest of its street frontages.

#### **9. Avoid parking in front of buildings entrance.**

Parking spaces in front of the main building entrance interfere with entrance visibility and access, and is prohibited.

### 2.10.01 Parking Lot Standards (cont.)

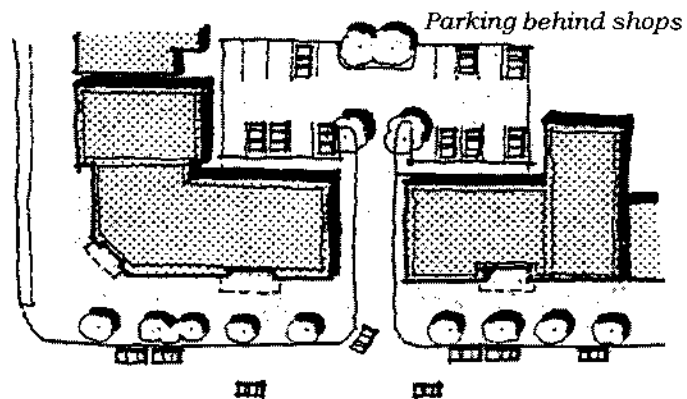
#### 10. Minimize driveway encroachments into setback areas.

Driveways running perpendicular to property lines may cut through perimeter area landscaping in setback areas, but they may not run parallel to property lines through perimeter landscaping in setback areas.

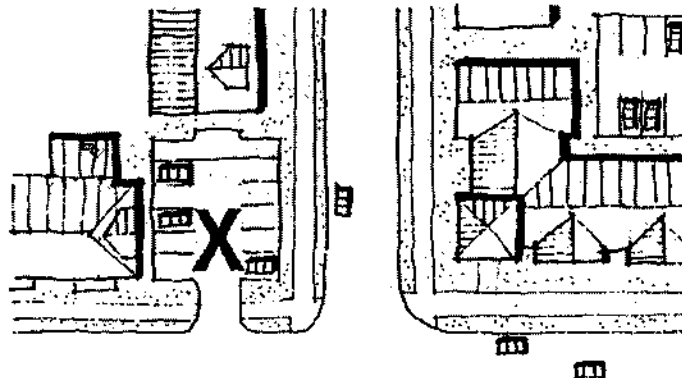
#### 11. Avoid parking near street corners.

Parking lots shall be no closer than 40 feet to any parcel corner where two streets converge.

ACCEPTABLE



UNACCEPTABLE



*Street corners are not appropriate locations for parking lots.*

### 2.11.01 Fences

The following standards are applicable to all uses and development.

#### **1. Choose fence materials carefully. (IBE)**

Fences shall be constructed of wood, wrought iron, brick, stone or concrete block (CMU). Smooth-faced concrete block must have a veneer finish on the side visible to the public's view. In commercial areas or recreation centers in residential areas, black, dark brown or other dark toned vinyl-coated chain link attached to wood posts and rails is permitted. Other materials which have the general appearance and visual quality of approved fence materials may be approved by the Community Development Director. However, the use of plywood or composition sheeting as a fence material is not permitted.

#### **2. Limit chain link to non-visible areas.**

In areas outside of designated activity centers and not visible from any City right-of-way, waterway, or designated public spaces, standard chain link fencing including steel posts and rails is permitted. Black coated, dark brown or dark toned coated chain link fencing with matching posts and rails are nonetheless encouraged.

#### **3. Limit height of fences. (IBE)**

Fences are limited to a height of 3 feet along front yards (4 feet for open rail fences) and 6 feet in rear yards, provided that clear vision is retained for adjacent driveways and intersections (see clear vision provisions in the City's Public Works Standards).

*Fences are useful for defining space, providing security and visually enhancing outdoor settings. The degree that these qualities are considered depends on the intended purpose of the fence and where it will be located. The design of the fence may not be important if the fence is strictly for security reasons, (e.g., a mini-storage yard), but if the fence is visible to the public right-of-way, design takes on added significance.*

### 2.12.01 Outdoor Lighting Standards

The following standards apply to all uses and development.

#### **1. Keep light sources hidden from public view.**

All light sources shall be hidden or conform to light standards specified herein. Light sources (e.g., light bulbs or lenses) shall not be visible except on approved decorator lights. Sources of high intensity light whether behind a lens or not, shall not be visible to the public.

#### **2. Use downward direction lighting.**

Except for intermittent security lighting on motion detectors, all lights more than 7 feet above the ground shall be downward directional lighting. The fixture's housing must be totally opaque. Clear or refractive lenses shall not extend below the housing.

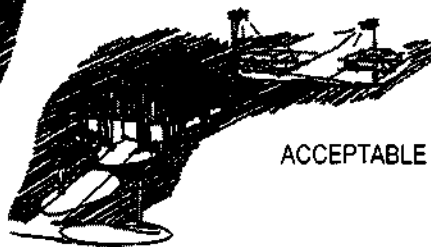
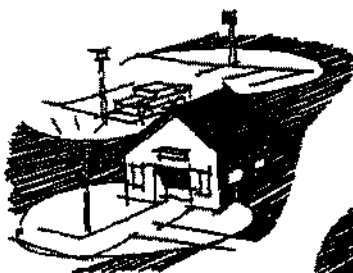
#### **3. Avoid lighting large areas with a single source.**

Large areas may be lit with a number of low intensity sources close to the area requiring illumination. Illumination of a large area with a remote single source of light shall be avoided.

#### **4. Avoid excessive light throw.**

Lighting shall not be cast beyond the premises and shall be limited to illumination of surfaces intended for pedestrians or vehicles. Illumination of landscaped areas shall be avoided unless lighting is part of the landscape area immediately around the building or the area is intended for recreational use.

UNACCEPTABLE



ACCEPTABLE

*The primary purpose of outdoor lighting is to improve visibility and safety within outdoor spaces. However, light can also enhance a setting if the intensity and source of the light corresponds to the visual character of the surroundings.*

*The protection of neighborhoods and the quality of the night sky are important goals of lighting design standards in the City.*

2.12.01 Outdoor Lighting Standards (cont.)

5. Choose approved outdoor light designs.

The following lighting types are approved:

- a) "SHOE BOX" STYLE POLE LAMPS - as per approved color for district (downward directional).
- b) ORNAMENTAL POLE LAMPS - as per approved color and style for district (highly ornate Victorian, colonial or other styles which do not approximate Gig Harbor's historical development shall be avoided).
- c) BOLLARD LIGHTS - as per approved color and style for district.



6. Avoid light fixture designs which have a utilitarian appearance.

Designs that are strictly utilitarian in appearance shall be avoided on all fixtures visible to the public, e.g., mercury vapor lights cobra lights, etc.

YES



NO



NO



NO

Except for the "shoe-box" style light (second from right) which is downward directional, these other lights are too industrial in their appearance.

7. Limit height of pole fixtures.

Pole lights shall be no taller than 20 feet above a 36-inch base in parking lots and traffic areas, and no taller than 12 feet in pedestrian areas.

### 2.13.01 Outdoor Furnishings

The following requirements will assure consistency in outdoor furnishing design in public rights-of-way. They are applicable to all non-residential uses.

#### **1. The use of a commercial grade outdoor furniture designed for heavy public use is encouraged.**

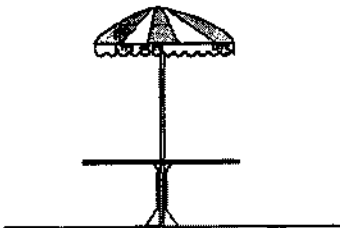
Outdoor furnishing should be a commercial grade designed for heavy public use. Light weight resin, wire or iron furniture as typically sold in discount stores for residential use is discouraged.

#### **2. Choose canvas or mesh fabric umbrellas.**

All umbrellas on public rights-of-way shall be made of fade resistant canvas or mesh fabrics or materials which filter sunlight. Colors shall be coordinated with approved color scheme for development. Umbrellas with product advertising are prohibited.

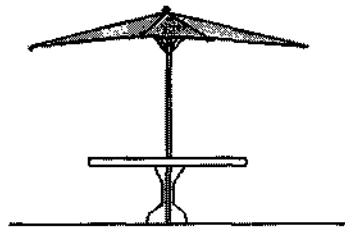
#### **3. Choose market-type umbrellas in public rights-of-way.**

All umbrellas on public rights-of-way shall be market-type umbrellas. These are wider than most domestic or household styles, have richer colors, are better constructed, and provide a festive atmosphere to common areas. The planning staff may approve an equivalent design which displays similar scale, materials and quality of construction.



DISCOURAGED  
*Lightweight household umbrella.*

ENCOURAGED  
*Commercial grade market umbrella.*



*Outdoor furnishings are as important to the visual quality of the City as indoor furnishings are to a room.*

*Outdoor furnishings in public and quasi-public spaces contribute to a community image.*

*The choice of furnishings determine how casual or formal a setting may be and reveal a great deal about the preferences of the people the setting is designed to serve.*



*A sense of place cannot be achieved with a single building. It is the cumulative effect of each building and their relationship to surrounding buildings that creates rhythm, pattern and defines scale in the city's streetscapes.*

## **SECTION 3 - ARCHITECTURE**

- 3.1 Site-Sensitive Building Design**
- 3.2 Mass & Scale**
- 3.3 Hierarchy in Building Design**
- 3.4 Prominent Facades**
- 3.5 Windows & Doors**
- 3.6 Siding & Trim**
- 3.7 Roofing Materials**
- 3.8 Design Details**
- 3.9 Color**
- 3.10 Lighting**
- 3.11 Parking Garages**
- 3.12 Multi-Family Housing Designs**
- 3.13 Single Family Design**
- 3.14 Historic District**

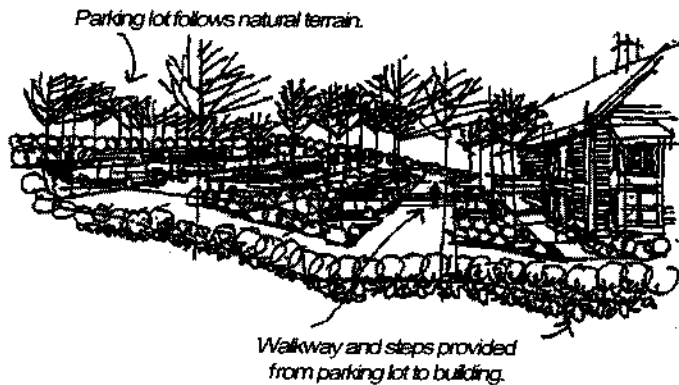
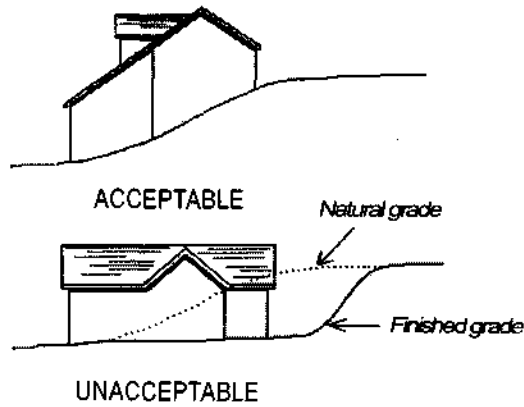
**3.1.01 Site-sensitive Building Design**

The following standards are applicable to all development. Their purpose is to ensure that buildings are designed to reflect the natural conditions of the site and that they include design elements that visually "anchor" the building to the site.

In order to deviate from maximum height standards, approval must be obtained through the variance process defined in Chapter 17.66 GHMC and not through the Design Review process.

**1. Respect natural topography.**

Buildings shall be designed to fit natural slopes rather than regrading the slope to fit a particular building design. Minimize cuts and fills by developing designs which compliment and take advantage of natural topography. Sloped lots may require terraced parking lots and multi-level buildings designed to follow the slope.



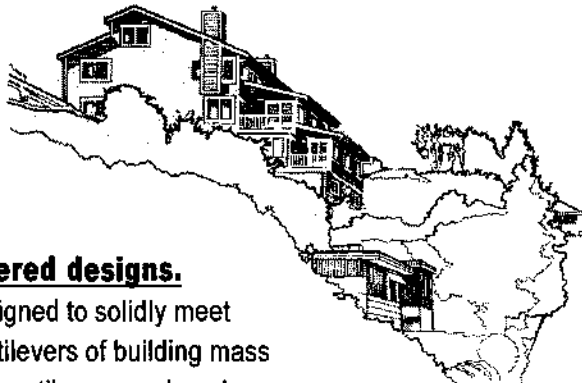
*Structures should be designed to fit natural slopes. Avoid significant regrades by selecting designs which fit natural topography.*

*Parking lot designs should maintain natural topography as closely as possible.*

### 3.1.01 Site-sensitive Building Design (cont.)

#### **2. Incorporate building design elements into landscaping areas.**

Secondary design elements such as low walls, planter boxes, stairs or plaza surfaces that incorporate materials used on the building's exterior shall be incorporated into the landscape design around the building's perimeter to visually anchor and transition the building to the site.



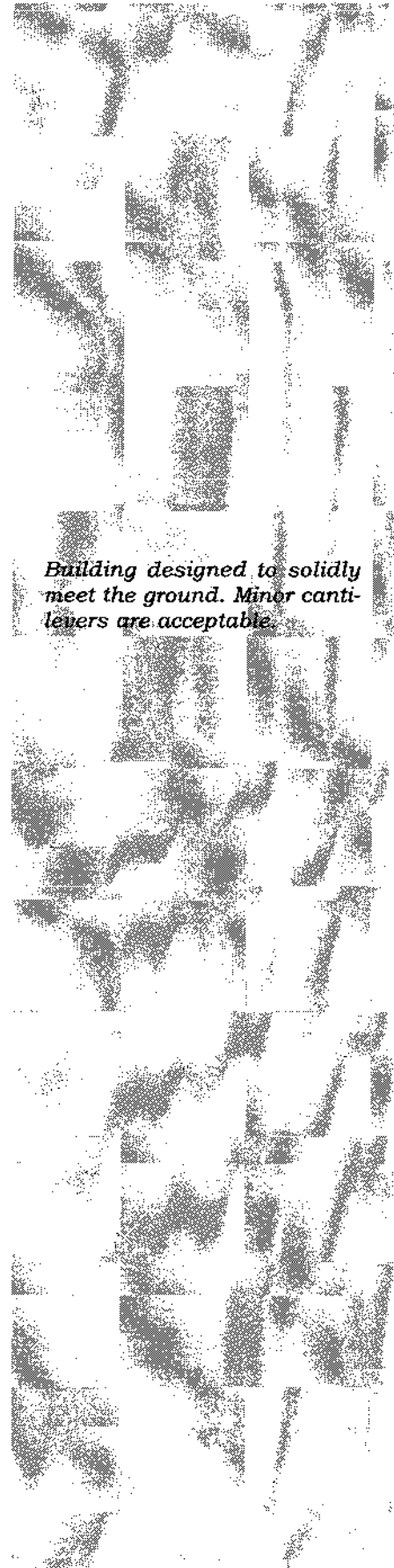
#### **3. Avoid Cantilevered designs.**

Buildings must be designed to solidly meet the ground. Large cantilevers of building mass are prohibited. Minor cantilevers such as bay windows, and balconies are acceptable. Upper floors may not cantilever more than 3 feet beyond lower floor walls.

#### **4. Determine allowable building height from any point within setback area.**

Allowable building height may be measured from any point within defined buildable areas, provided that the point of measurement is within 50 feet of the building footprint, as follows:

- a) In the height restriction area, each lot is allowed a building height of up to 16 feet, provided that no portion of the structure exceeds 27 feet above natural and finished grade.
- b) In the Historic District, height limits vary. Refer to Historic District in section 3.14.02(1)(b) of this chapter for residential and section 3.14.01(2) of this chapter for non-residential.
- c) All other areas, no portion of the structure shall exceed the maximum height of the underlying zone.



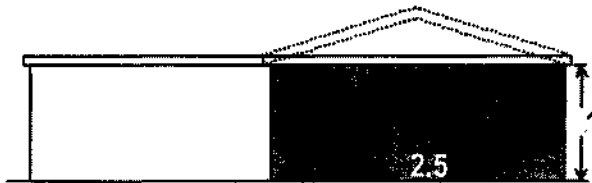
*Building designed to solidly meet the ground. Minor cantilevers are acceptable.*

### 3.2.01 Mass & Scale

The following standards are applicable to all non-residential and multi-family residential development. Their purpose is to break large structures down into smaller building modules and ensure that each modules' proportions are consistent with smaller structures in Gig Harbor.

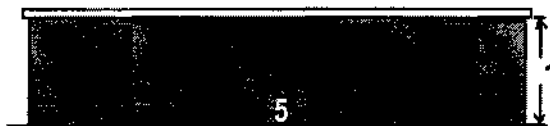
#### 1. Avoid long, low wall planes. (IBE)

Facades shall have no wall plane wider than 2.5 times the height of the wall plane. If a new wall plane is required to achieve compliance with this requirement, it must be offset by at least 6 feet.

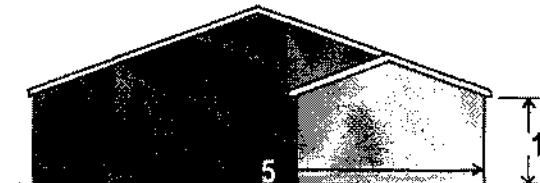


Height/Width proportions apply with or without gable.

ACCEPTABLE

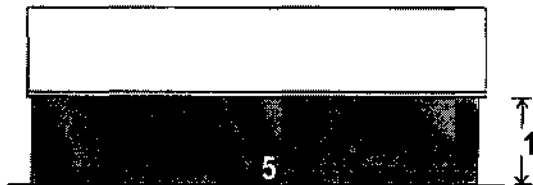


UNACCEPTABLE



The roof span defines the wall plane behind the small facade projection.

UNACCEPTABLE



UNACCEPTABLE

Note: Porches, porticos and similar unenclosed projections do not affect the height/width ratio of the wall plane from which the unenclosed structure projects.

*One of the most prominent characteristics of a building's design is its scale and massing. The scale of a building determines its size in relation to its surrounding buildings while the massing of a building gives it interest and character.*

*Modern building trends may emphasize large-scale designs with no thought toward massing. This imbalance between size and visual character has resulted in visually obtrusive development which is out of character with surrounding structures of a smaller scale. Large retail boxes epitomize this trend and are considered incompatible with Gig Harbor's small town characteristics.*

### 3.2.01 Mass & Scale (cont.)

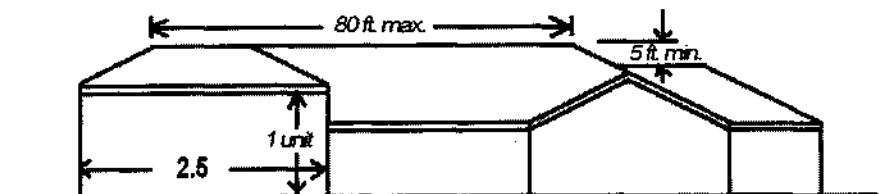
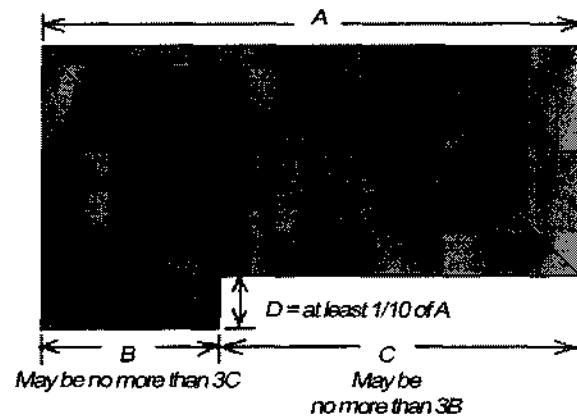
#### 2. Provide substantial shifts in walls and roof surfaces. (IBE)

Wall and roof surfaces shall be broken down into smaller planes using substantial shifts in building footprints which result in substantial shifts in roof lines, as follows:

*Horizontal shifts required if "A" exceeds 80 feet in length.*

##### a) Horizontal shift

No portion of a facade may exceed 80 feet in length without a shift in the building footprint measuring 1/10 of the facade length. This shift may be broken down into smaller shifts of at least 6 feet each. Horizontal shifts, when required, shall be reflected by a shift alteration in the roof design. To assure that footprint shifts are distributed across the building facade, shifted wall planes shall have a width proportion of between 1-to-1 and 3-to-1 the width of adjacent wall planes on the same facade.



##### b) Vertical shift

No single run of ridge, cornice or fascia (excluding eave overhang) shall exceed 80 feet without a 5-foot transition in height. Cupolas and similar minor projections above roof lines do not meet the vertical shift requirement.

#### 3. Avoid a false-front look on building exterior.

Exterior walls and roof forms shall be a true reflection of interior space. False projections of wall or roof forms are not allowed, except that parapets and gables may rise above the true roof line if they include side returns or roof planes that (a) extend back at least 1.5 times the width of the parapet or gable, or (b) extend back to a point that is not visible from any public vantage point.

3.2.01 Mass & Scale (cont.)

**4. Provide visual terminus to tops of buildings.**

To avoid a truncated appearance, all structures shall have a visual "cap". This may be achieved with either a pitched or flat roof if designed according to one of the following options:

a) LOWER PITCHED ROOFS WITH EXTENDED EAVES

Except in the Historic District, a lower pitched roof with a minimum 4/12 pitch is allowed provided eaves extend at least 2 feet beyond exterior building walls.

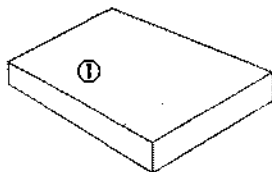
b) STEEP PITCH HIP, GABLE OR SALTBOX ROOF FORM

Conform to the following roof pitch requirements:

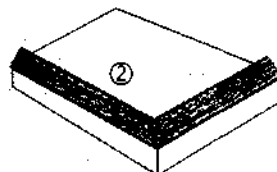
- Minimum pitch: 6/12 in the Historic District.  
6/12 in all other areas of town.
- Maximum pitch: 12/12 in all areas.
- Exceptions: Steeples, bell towers and other ancillary structures.

c) FALSE PITCH ROOF WITH APPEARANCE OF TRUE HIP GABLE OR SALTBOX

Single story and multiple story buildings may have a flat roof with a false pitch if, (a) the roof appears to be true hip or gable from all public vantage points, and (b) there are extending wings on each corner of the building which allow for a true hip or gable to extend out from the false hip or gable (this will avoid a mansard roof appearance). Roofs shall conform to the minimum roof pitch standards specified in #3 (a) above.

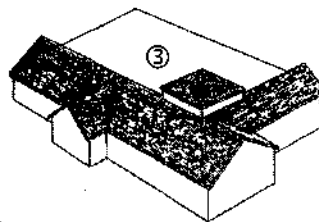


UNACCEPTABLE



UNACCEPTABLE

ACCEPTABLE



① A simple box-like structure.

② The box structure with simulated mansard.

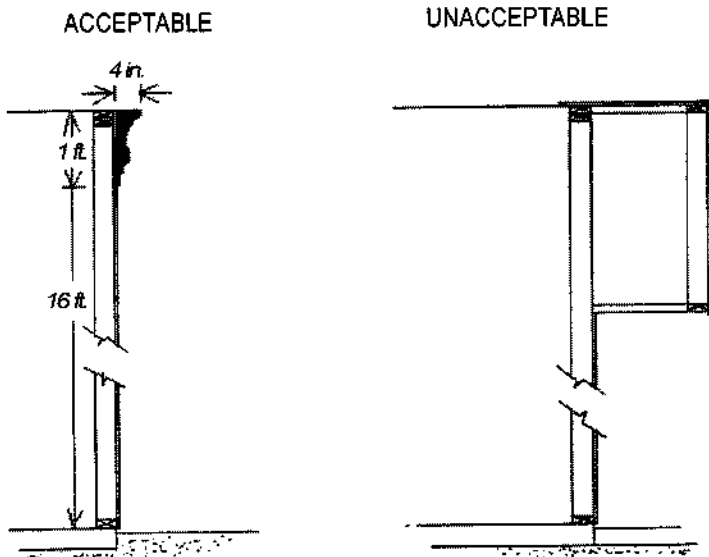
③ Notice how the gable extending beyond the corner of this box structure provides the appearance of a true gable from the public's vantage point.

### 3.2.01 Mass & Scale (cont.)

d) FLAT ROOF WITH PROJECTING CORNICE  
(Outside the historic district, these are allowed on multi-story structures only) Cornice dimensions must be 1 foot high for every 16 feet of building height and must protrude forward at least 1/3 the cornice height dimension. The protrusion may include the entire cornice or the cornice may be a graduated protrusion with full protrusion at the top. Cornices must be at or near the top of the wall or parapet. Pediments may extend above the cornice.



*The projecting cornice provides a visual terminus to the top of this commercial building.*

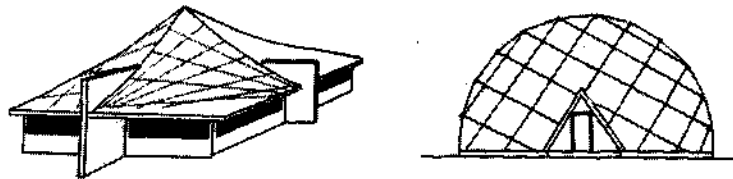


*Cornices must be part of the building's trim detail. Framed projections such as overhangs or standard fascia projections do not meet the cornice requirements.*

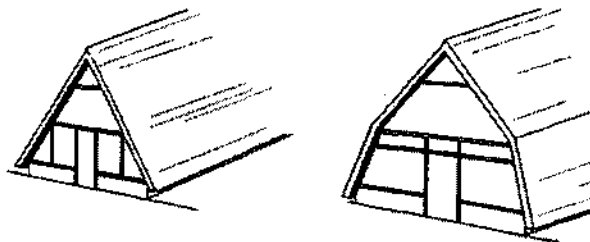
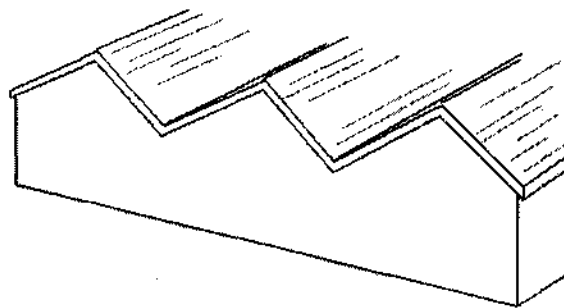
### 3.2.01 Mass & Scale (cont.)

#### **5. Avoid unusual or atypical roof forms on all structures.**

A-frame, modified A-frame, curvilinear, domed, mansard style roofs and unusual or atypical roof forms are prohibited. Multiple gables over a single-mass structure forming a "saw-tooth" design **(IBE)** are also prohibited.



**(IBE)**



*Examples of prohibited roof forms. Mansard roof forms are also discouraged.*



### 3.3.01 Hierarchy in Building Design

The following standards apply to all non-residential sites with more than one building or with one or more multi-tenant buildings, and on all prominent parcels identified on the city's Visually Sensitive Areas Map (Appendix "A").

#### **1. Design primary structures as a focal point. (IBE)**

Primary structures shall be designed to serve as a visual draw to a site. Primary structures shall be designed as follows:

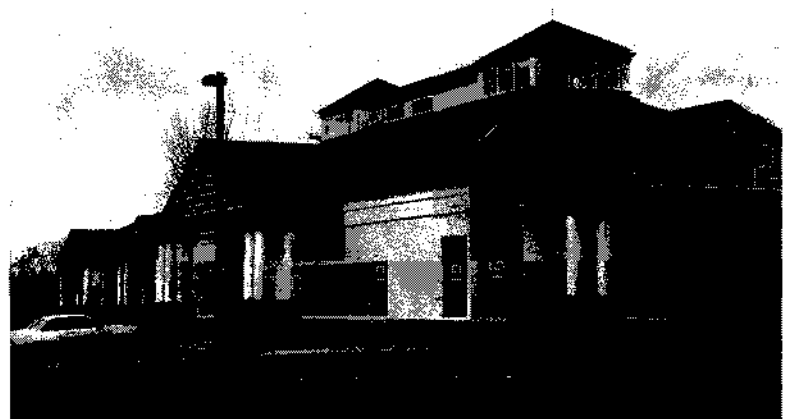
##### **a) Must be prominently visible to the public.**

Primary structures shall be the focal point of development and must be prominently visible to the public right-of-way giving access to the project, unless significant vegetation warrants a less visible structure, or unless visibility is otherwise prohibited (e.g., enhancement corridors.).

##### **b) Must have the appearance of at least two levels.**

To provide a more stately appearance, primary structures shall have at least two floors (minimum 8 feet apart). The second floor level shall be at least one third the area of the lower floor area. Alternatively, primary structures may be single-floor buildings with roofs having a minimum pitch of 8/12, and which contain dormer windows on every roof plane having a ridge length of 40 feet or more. One dormer window with a glazing area of at least 15 sq. ft. shall be required for every 40-feet of ridge length (or portion thereof). Dormer windows shall be functional, providing natural light into the finished and heated area of the building.

*Visual interest in the urban scape can be achieved through an hierarchical approach to design. For example, strategically located structures, architecture elements or site amenities designed as focal points create a visual "draw" and suggest a point of activity. These serve also as a reference point for all subordinate structures. This concept is particularly applicable to large parcels with multiple structures.*



*Even as a stand-alone building, hierarchy is evident in this design, making it appropriate as either a multiple-tenant building or as a primary structure on a multiple-building site.*

**3.3.01 Hierarchy in Building Design (cont.)****c) May have limited increased height.**

Primary structures may include an area not to exceed 10% of the building's footprint that rises above the underlying height limit, provided that the parcel is not located in the height restriction area defined in Chapter 17.62 GHMC. The height increase must be in building volume rather than as extension of a parapet. This height increase shall not exceed 8 feet, and shall not be applied to building heights otherwise restricted under zone transition standards in Section 1.4 of this chapter.

**d) Must provide a prominent entrance.**

Primary structures shall include a prominent entrance which faces or is clearly visible from the street. The entrance shall be defined by a projecting or recessed portico or a clearly defined doorway designed as a focal point in the facade design.

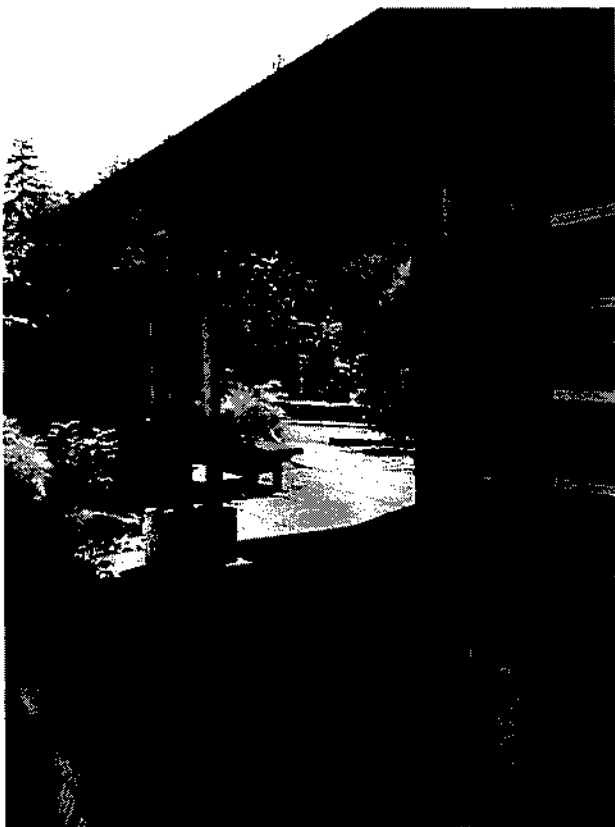
*Multiple "carbon-copy" buildings provide no visual hub and shall be avoided.*



### 3.3.01 Hierarchy in Building Design (cont.)

#### **2. Integrate outdoor leisure space into primary structure design. (IBE)**

Primary structures shall include either as a prominent portico or courtyard, all or portions of a common area as required in Section 2.5, which shall be visible to the public and usable to customers or clients. It shall be integrated into the building design by means of either a roof-like structure (e.g., sheathed roof or open pergola style) or perimeter wall extending from the building. Walls and roof structures shall include materials and design details that typify the primary structure.



*Note how these common areas have been integrated into the design of these primary structures.*

### 3.3.01 Hierarchy in Building Design (cont.)

#### **3. Integrate primary structure design elements into secondary structures. (IBE)**

Secondary structures (all structures other than primary structures) may be much simpler in design than primary structures, but they must include design elements that visually link them to the primary structure site. Secondary structures must include siding, trim, roofing materials and colors common to the primary structure of a site. Specific combinations of materials and colors may be varied from building to building provided that any material or color used on secondary structures has, in some application, been used on the primary structure.

For example, if the primary structure is a red brick building with gray clapboard in the gables, then the secondary structure may be a gray clapboard building with red brick accents.



*This more simple structure design would be appropriate as a secondary building in conjunction with the primary building design show under Section 3.3.01 (1).*

### 3.4.01 Prominent Facades

The following standards are applicable to all non-residential and multi-family development.

#### **1. Provide consistent architectural interest to all prominent facades.**

All building facades prominently visible from public waterways, rights-of-way or streets providing primary access to the site or from any customer or client parking or pedestrian area within a defined activity center, shall meet the following facade requirement:

- a) Prominent facades shall not be blank walls.
- b) Prominent facades shall reflect the same design and detailing which typify the building's front including roof design, window proportion, facade variation and building materials.

#### **2. Apply all design criteria to prominent facades. (IBE)**

Prominent facades, whether the front, side or rear of the building, are subject to full design review and shall comply with all design criteria stated herein.

*Prominent facades include all building facades visible from waterways, public rights of way, or from any customer or client parking or pedestrian area within a defined activity center.*

*Prominent facades also include facades which face the road(s) providing primary access to the building's site.*

*Prominent facades may not be sterile wall planes void of architectural interest.*

*They shall be detailed with added relief,*

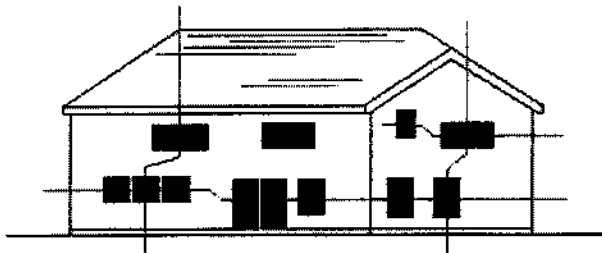
### 3.5.01 Windows & Doors

The following standards apply to all non-residential and multi-family residential development.

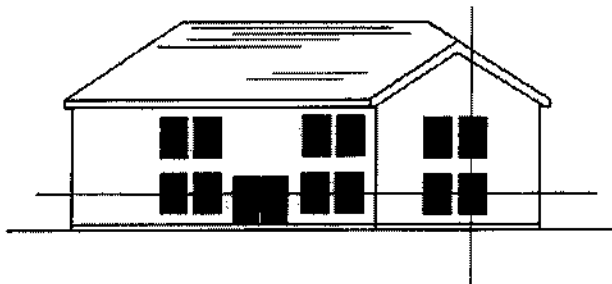
#### 1. Maintain balance in the placement of windows.

To the extent possible, multiple windows on a single wall plane shall be spaced and aligned with other windows and doors on the same wall plane. Single grouped windows on a wall plane shall relate to other architectural features such as roof forms, doors, or facade projections.

UNACCEPTABLE



ACCEPTABLE

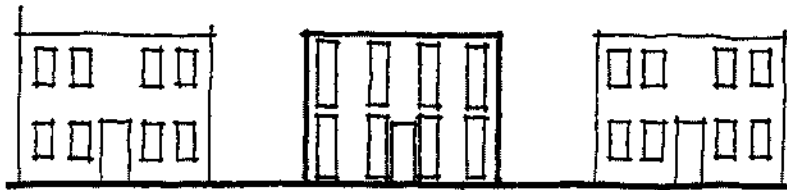


*The scattered and haphazard arrangement of windows on this facade result in poor balance in the overall building design. The careful alignment of windows provides visual balance to this facade. Notice that it is not always necessary to center windows on a wall plane. Usually, however, non-centered windows look better below a hip than below a gable.*

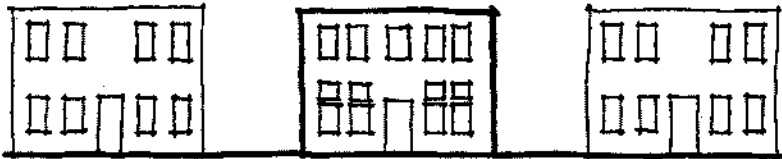
*The primary purpose of windows to the interior portion of the building is to let in light and air. To the outside of a building, windows can make an architectural statement. The challenge to the architect is to make sure that both objectives are met.*

*Windows placed primarily to serve interior functions may appear to have been haphazardly placed on the outside of the building or may be completely lacking due to a reliance on mechanical systems for light and air. This shall be avoided.*

### 3.5.01 Windows & Doors (cont.)



UNACCEPTABLE



ACCEPTABLE

Referring to the pattern and organization of windows on existing structures can achieve a higher level of compatibility.

*Windows can and should serve as a pleasing focal point in a building's design or emphasize a shift in a wall or roof plane.*

*Windows should relate to, align with, or complement exterior design features of the building.*



UNACCEPTABLE

#### **2. Conform to solid/void ratio requirements. (IBE)**

Generally, windows and doors shall constitute at least 25-30 percent of prominent facade wall planes. In situations where this is not practical, the masonry facade option described in section 3.6.01(2) of this chapter may be considered.

#### **3. Mirrored glass is prohibited.**

**3.6.01 Siding & Trim**

The following standards apply to all non-residential and multi-family residential development.

**1. Use siding materials that convey the same visual qualities as wood, brick, stone, stacked masonry or (in limited application) other unspecified materials. (IBE)**

Siding materials are limited to horizontal lap siding (of any lap design) made of wood or cement-like materials; shingles made of cedar or cement-like materials; board and batten, (or panels with similarly spaced battens); brick, stone (real or cultured), non-scored split-faced block (CMU). Stucco, tile, terracotta, concrete, spandrel glass, sheet siding (e.g. T1-11), corrugated metal panels and smooth-faced or scored concrete block may be used as an accent materials on non-residential projects - not to exceed 20% of any given facade. Standing seam metal siding with separately attached battens (with proportions similar to board and batten siding) may be used in gables only, or on up to 20% of any given facade.

**2. Consider masonry facade option.**

Brick, split faced block (non-scored) or ground-faced block, if used in a manner that provides added relief, shadow lines, and dimensional interest to a facade, may serve as an alternate method of compliance to other specified design requirements, as follows:

a) ALTERNATE TO SOLID/VOID RATIO REQUIREMENTS

(note: This option may not be used on facades facing and within 50 feet of the street or street right-of-way providing primary access to a site.) All prominent facades shall be 80% sided with the above stated masonry materials, which shall also include:

(aa) masonry pilasters regularly spaced every 15-25 feet apart (depending on the scale of the building); and

(bb) recessed "panels" in the masonry work that provide a "frame & panel" design in the masonry work between all pilasters and that comprise approximately 70% of the width and height of the space between pilasters.

*Traditional building materials such as brick, stone or wood reflect human handcraft and provide texture to building exteriors. Materials for new construction and remodeling should convey similar visual qualities.*



### 3.6.01 Siding & Trim (cont.)

#### b) ALTERNATE TO WALL AND ROOF SUBSTANTIAL SHIFT REQUIREMENTS

All prominent facades shall be 80% sided with the above stated masonry materials, which shall also include:

(aa) masonry pilasters regularly spaced every 15-20 feet apart, (depending on the scale of the building);

(bb) windows comprising of 25-30% of the wall plane or recessed "panels" in the masonry work that provide a "frame & panel" design in the masonry work between all pilasters, with the recessed panel comprising approximately 70% of the width and height of the space between pilasters;

(cc) projecting lintels and window sills made of brick, cut stone or similar masonry material and placed above and below each main-floor window;

(dd) a projecting wainscot at the base of the building made of brick, cut stone or similar masonry material the above stated masonry materials;

(ee) a projecting string course of brick above the windows or recessed panels; and

(ff) a corbelled projection in the masonry work at or near the top of the building spanning the full width of the facade, completed by a cornice made of masonry or some other material that meets standard cornice requirements.

**\*\*(NOTE: The option to use recessed panels in lieu of windows may not be used on facades facing and within 50 feet of the street or street right-of-way providing primary access to a site.)**

### 3.7.01 Roofing Materials

The following standards are applicable to all non-residential and multi-family residential development.

**1. Use roof materials which provide texture and shadow lines.**

Cedar shingles, architectural grade asphalt shingles, tile, slate, and standing-seam metal roofs are allowed. Other roofing materials are prohibited except on roofs having slopes less than 1:12.

**2. Avoid bright-colored or reflective roofing materials.**

Limit roofing colors to darker earth tone and forest colors. Forest greens, charcoal or medium grays and dark clay colors are allowed. Do not use clay colors that look red or purplish in sunlight.

*Views of roofs from the ground and territorial roof-scape views play an important role in the architecture of the city.*

### 3.8.01 Design Details

The following standards apply to all non-residential and multi-family residential development.

#### 1. Avoid architectural gimmicks.

Types of gimmickry to be avoided includes the following:

##### a) TENANT-SPECIFIC MOTIFS

Fanciful or unusual detailing used to promote a particular theme or to identify a specific tenant shall be avoided. Signage shall be used for this purpose.

##### b) NEON OUTLINING

Architectural features shall not be outlined in neon or tube-type lights. This includes exposed and concealed lights.

##### c) BACK-LIT AWNINGS

Awnings may not be back-lit or otherwise illuminated from behind unless the awning fabric is completely opaque so that it blacks out all light.

##### d) NON-FUNCTIONAL AWNINGS

Awnings shall be limited to traditional locations over windows, walkways, and entrances or over other architectural features where weather protection is needed. Awnings must be applied to walls or posts and may not be applied to existing projections over walkways or windows.

##### e) FAUX WINDOWS

All windows must be true windows that let in light to occupied space or to large attic areas that provide at least limited standing room.

##### f) FALSE-FRONTS

Building facades must be designed to reflect the mass and bulk of the structure behind the facade. Design details that create a false appearance of building mass, or that otherwise make a building appear to be something that it is not, are not permitted. This restriction is not intended to prohibit the use of decorative pediments that project above the roof line in the historic district.

##### g) ARCHITECTURAL ANOMALIES

Application of materials or details that are not integrated into the overall building design, or that do not reflect the materials or details characteristic of the overall building design, are prohibited.

*Building design should be executed in a straight forward manner. Tack-on devices may not be used to mitigate poor design or to promote a particular theme. If a particular style or theme is desired, it should be reflected in the building's form and general detailing.*

### 3.8.01 Design Details (cont.)

#### **2. Maintain consistency in awning design.**

Multiple awning designs are not permitted on a single building.

#### **3. Avoid awnings which obscure or dominate the building design.**

Awnings, canopies and marquees may not obscure architectural details of the facade and may not be the prominent design element of the building. They must appear as a secondary and complimentary element of the building design. Awnings may not extend more than 12 inches beyond the outer edges of windows or groups of windows, and they may not come any closer than 12 inches to building corners or 36 inches to eaves or cornices.

#### **4. Orient service and delivery areas away from the streets. (IBE)**

Service & delivery bays, and loading docks shall not be visible from public streets. Where possible, access service and delivery areas from a side street or alley. Warehouse and mini-storage doors may not directly and visibly face public streets.

#### **5. Link dissimilar buildings with common site amenities.**

Visual continuity can be achieved between dissimilar buildings by emphasizing common elements of site design (e.g., landscaping, screening, furnishings, light standards, decorative paving materials). Similar colors of structures can also provide visual continuity to the streetscapes.



*This continuous awning overpowers the building design and hides the original parapet or cornice detail. Limiting the location of awnings to individual doors and windows assures that they do not overpower the building facade.*



*Avoid layering awnings over existing projections.*

### 3.9.01 Color

The following color regulations apply to non-residential and multi-family residential development outside the historic district.

#### **1. Keep field colors subdued.**

Field or base colors (the main color of exterior walls) are limited to the more subtle earthtone colors. White, soft sands, grays, sage greens, pale yellows and deep rich clay colors are appropriate field colors.

#### **2. Avoid bold or bright trim colors.**

Trim colors (fascia, cornice, window and door trim, kick panels etc.) may contrast to complement the field color but shall not be bright or bold. A lighter or darker shade of the field color is always an appropriate trim color, as is white. Bright or primary colors are not permitted.

#### **3. Limit bright colors to finer architectural details.**

Accent colors can generally be brighter than field or trim colors. Accent colors shall be used with restraint. Appropriate areas for accent colors are those details that might otherwise go unnoticed such as moldings or molding indentations, medallions, and shadow lines of windows and door frames. Doors are also an appropriate location for accent colors.

#### **4. Avoid painting factory colors of stone and brick.**

Stone and brick have naturally durable colors and finishes that would be lost or damaged if painted. Painting or staining of stone and brick is prohibited.

*Color is an important and dominant aspect of building design.*

*When selecting colors, consider carefully the different materials and levels of detail that color can emphasize. The field or base color is one of the most dominating features of the building; trim colors are used on the building's secondary features, while accent colors can emphasize the finer, more characteristic elements of the building's design.*

*Typically, no more than three colors should be used in one building, but additional colors may be considered if they are a close shade of one of the other three colors.*

### 3.10.01 Lighting

The following standards are apply to all non-residential and multi-family residential development.

#### 1. Avoid back-lit panels and awnings.

Translucent panels and awnings illuminated from behind are prohibited. This shall not exclude soft light commonly and incidentally emitted from windows.

#### 2. Keep light source hidden from public view.

Except for decorator lights which use clear 60 watt maximum incandescent bulbs (e.g., candelabra bulbs) light sources shall be concealed behind soffits, within recessed containers, behind shrubbery, etc. Sources of high intensity light, whether behind a translucent lens or not, shall not be visible to the public.

#### 3. Avoid bright lighting on outdoor surface of buildings. (IBE)

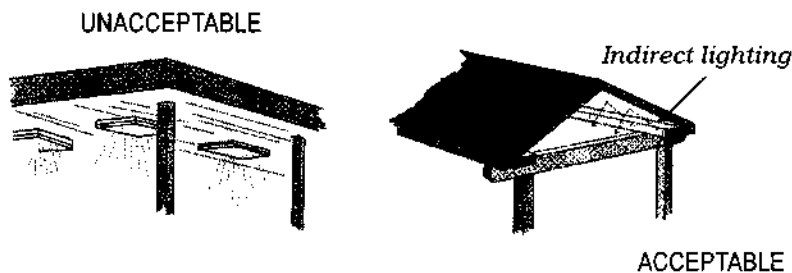
Outdoor building lighting is limited to one 60 watt bulb (or equivalent foot candles) on any 10 feet of facade length, except that more intense lighting is allowed at building entrances.

#### 4. Avoid colored lighting on building.

Colored lighting is limited to temporary holiday lighting only.

#### 5. Avoid light fixture designs which have a utilitarian appearance. (IBE)

Designs that are strictly utilitarian in appearance are prohibited on all fixtures visible to the public, e.g., mercury vapor lights, cobra lights, etc.



#### 6. Use downward-directional lighting.

All lights more than 7 feet above the ground shall be downward-directional lighting.

*Lighting may be used to accent a building but shall not be used to denote a corporate or commercial image except on allowed signage.*

*Lighting may be directed to a building but should generally not emanate from a building.*

*The protection of neighborhoods and quality of the night sky are important goals of lighting design in the City.*

*High intensity light sources may not be visible to the public. Fixture designs of a utilitarian appearance shall be avoided.*

*Indirect lighting keeps light source hidden from the public's view. Recessed spot lighting may supplement indirect lighting where more direct lighting is desired.*

### 3.11.01 Parking Garages

The following standards pertain to garages for 4 or more vehicles. They apply to all non-residential and multi-family development.

#### 1. Recess vehicle entries in main facade.

Garage doors and open vehicle entries must be recessed at least 6 feet from the front facade plane. Where possible, garage entrances should not directly face the street.

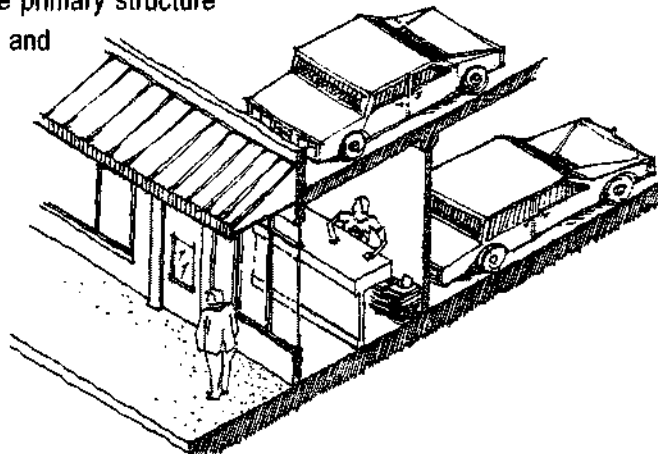
#### 2. Screen parking garage facades.

Parking garage facades which are visible from the street shall conform to one or a combination of the following options:

a) A LANDSCAPED SCREEN - Screening may be trees and shrubs, or climbing plantings on a trellis.

b) STORE FRONTS - The parking garage may be faced with store fronts or display windows.

c) SIMULATED STORE FRONT - The openings of the garage may be designed to reflect or simulate the window pattern and material choice of the primary structure on the site. The door and window fenestration requirements in section 3.5 of this chapter should be used as a guide.



*These requirements are intended to soften the visual impacts of parking garages as seen from the street face.*

*This parking garage is located behind an actual storefront.*

#### 3. Acquire DRB recommendation/Hearing Examiner approval for all parking garages over 1 story or which enclose 20 cars or more.

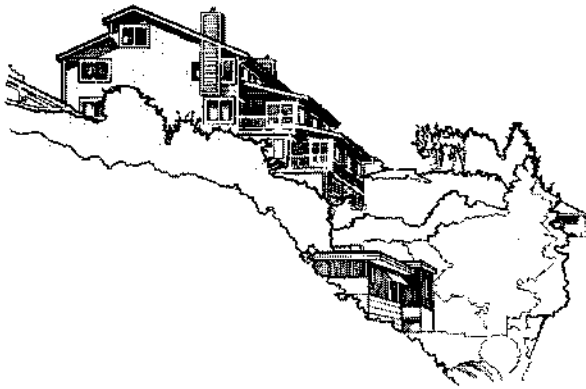
In making its determination of compliance, the DRB and Hearing Examiner shall consider the design criteria under 1 and 2 directly above, and may also determine how much screening or architectural embellishment is required based upon projected lines of sight from the pedestrian's perspective.

### 3.12.01 Multi-family Housing Standards

The following standards apply to residential structures with three or more units, and to three or more single family units that share common walls:

#### 1. Design units to fit slope conditions.

Housing units shall be designed to fit natural slopes rather than forcing the slope to fit a particular building design. Units shall be designed with both up-hill and down-hill floor plans if the site involves significant slopes.



*Multi-family housing is typically designed with an internal orientation leaving fences or blank walls facing the public road. To better integrate multi-family housing into the community, it should be designed to relate to the street, thereby creating a more functional interface between public and private spaces. It's design should enable as many residents as possible to relate to the street without being funneled through a common driveway or access point. Finally, it's design should reflect the site's natural topography.*



### 3.12.01 Multi-family Housing Standards (cont.)

#### **2. Avoid parking lots oriented to the street.**

Parking lots and carports shall not be located in front of street-oriented units. Driveways are allowed as are garages, but garages shall not be the dominant architectural feature.



There is little in this design to draw the eye away from the garage door. The design lacks a residential emphasis.

### **3.12.01 Multi-family Housing Standards (cont.)**

#### **3. Avoid dominant garages on multi-family or high density housing.**

Keep units from looking like garages or storage units. Give visual emphasis to human enclosure as opposed to vehicular enclosure. Create focal points in the design such as front porches, larger accent windows or windows in prominent gables which project forward of the garage door and draw attention above the garage door.



#### **4. Vary design on unit or groups of units.**

Emphasize individuality of units with variation of massing and/or details - e.g., a combination of trim, roof-lines, porch designs, reverse designs and color variation, particularly on street-oriented units.

#### **5. Provide consistent architectural interest to all prominent facades.**

All building facades prominently visible to public right-of-way shall meet the following facade requirements:

- a) Prominent facades shall not be blank walls.
- b) Prominent facades shall reflect the same design and detailing which typify the building's front including roof design, window proportion, facade variation, and building materials.
- c) Prominent facades on required street-facing units may not be concealed behind high walls or privacy fences. Lower fences and walls not exceeding 3 feet in height are acceptable.
- d) Prominent facades shall conform to all general prominent facade requirements stated in section 3.4 of this chapter.

### 3.13.01 Single Family Housing Standards

The following standards apply to all single-family residential development outside the historic district. In order to deviate from minimum setback standards or maximum height standards, approval must be obtained through the variance process defined in Chapter 17.66 GHMC and not through the Design Review process.

#### 1. De-emphasize garage.

De-emphasize garage by giving visual emphasis to design elements which reflect human activity and enclosure. Choose one of the following options:

##### a) LOCATE GARAGE BEHIND HOUSE

Garages may be located in the defined side and rear yards provided they conform to the following criteria:

- i) The garage is placed at least 6 feet behind the house (a 6 foot wide breezeway (measured side to side) may connect the garage to the house).
- ii) The garage is at least 3 feet from the side and rear property lines or 3 feet from an alley access easement.
- iii) The size of the garage does not exceed 24 X 24 feet.
- iv) The garage is no higher than 12 feet above the highest point of natural grade along the vehicular entrance side of the garage.

##### b) RECESS VEHICULAR ENTRANCES

At least 70% of the front walls of the house that enclose the living area shall project at least 6 feet forward of the garage doors.

*The following standards represent alternative ways to de-emphasize garages located in the front of houses and incentive to locate garages behind houses.*

### 3.13.01 Single Family Housing Standards (cont.)

#### c) EMPHASIZE WINDOWS AND PORCHES

Provide windows above garage doors in gables, dormers, or other wall planes that are within two feet of the garage door wall planes, along with front porches which emphasize front entries. At least one window is required for every two garage bays. Each window shall have at least 10 square feet of glazing area.

#### d) INCREASE WINDOW AREA

Garage doors may be flush with the front walls of the house if the front walls include window glazing area that is at least 50% of the total garage door area. Garages may project forward of the front walls of the house if the front walls include window glazing area that is at least 70% of the total garage door area. (Garage door windows may not be included in the glazing area calculations.)

#### e) PLACE GARAGE ENTRY ON SIDE OF HOUSE.

In this context, garage doors may not face the street unless it is a side street on a corner lot. If the garage projects forward of the house, the garage doors must be located on the side of the garage most distant from the entry to the house.

#### f) GARAGE DOOR PLACEMENT

Place garage doors in locations that are not visible from the street providing access to the site.

### **2. Emphasize front entry.**

Front porches can be used to emphasize the front entry. When there is no front porch or when a front porch is not an obvious or prominent feature of the house design, the front door must be oriented so that it directly faces the street.

### 3.13.01 Single Family Housing Standards (cont.)

#### **3. Determine allowable building height from any point within setback area.**

Allowable building height may be measured from any point within defined setbacks, provided that the point of measurement is within 50 feet of the building footprint (refer to zoning code for allowed height in specific zones).

#### **4. Avoid visually looming wall planes.**

No wall plane, excluding gable areas, may exceed a height of 22 feet above any point of finished grade. Additional wall plane area may be allowed (subject to maximum building height limits) only if it is stepped back at least 8 feet from the lower wall plane, or if it is in a dormer that is stepped back from the lower wall plane. Step-backs from decks, balconies or other spaces not fully enclosed do not meet this step-back requirement. This requirement applies only to prominent facades.

#### **5. If applicable, conform to all parkway standards.**

Single family houses on parcels having frontage on a designated parkway shall conform to all parkway standards in section 1.2 of this chapter.

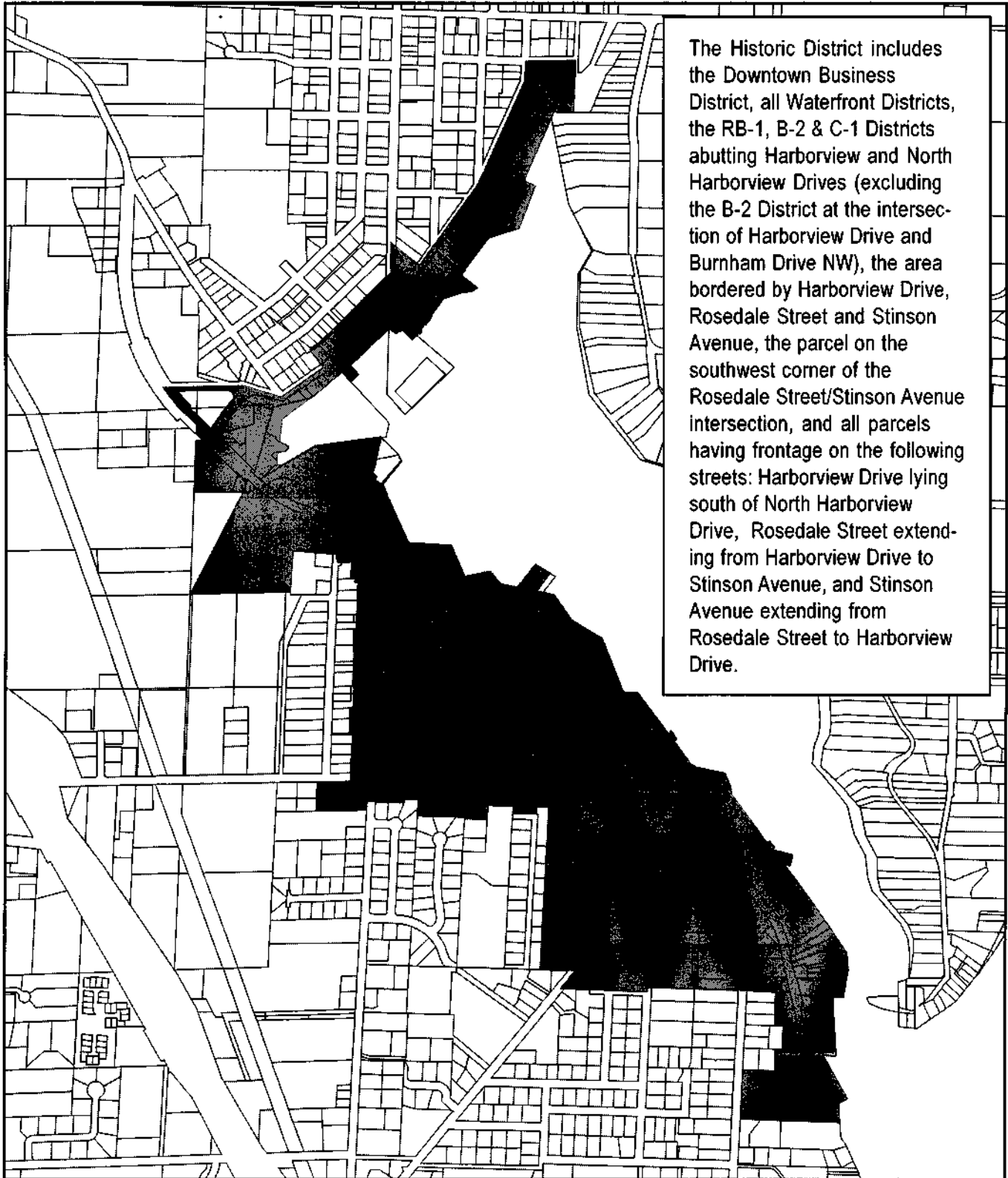
#### **6. Conform to all building and outdoor lighting standards.**

Single family homes shall comply with all outdoor lighting standards in section 2.12 of this chapter.

#### **7. Conform to all fencing standards.**

Single family development shall conform to all fencing standards defined in section 2.11.01 of this chapter.

## 3.14.01 Historic District Map



### 3.14.02 Building Massing & Height - Historic District

One of the most characteristic design features of Gig Harbor's historic area is the small scale and simple mass of the older homes. These structures are of modest widths, being deeper than they are wide, and include steep pitched roofs with the narrow ends of the roofs facing the street.

Historic homes are also characterized by front porches placed near the street. Garages are set-back from the main structure so that the emphasis from the street is on human habitation rather than vehicular enclosure.

These elements of design have been reversed on many newer homes. Most homes built since the 1950's are characterized by horizontal dimensions with low-slung roof planes oriented to the road. The front porch has largely been replaced by front garages, with the garage often appearing larger than the house. These trends have significantly altered the visual character of the view basin and have decreased the width of view corridors between homes.

To preserve views and also to allow structures with basic historic proportions, the following standards shall be observed on all residential development within the Historic District.

In order to deviate from minimum setback standards or maximum height standards, approval must be obtained through the variance process defined in Chapter 17.66 GHMC and not through the Design Review Board process.

**3.14.02 Building Massing & Height - Historic District  
(cont.)****1. Incorporate characteristic roof lines and massing into residential structures.**

Historic structures in Gig Harbor are characterized by similar roof lines and massing. All residential structures within the historic district must meet the following criteria:

**a) MINIMUM ROOF PITCH**

Roof pitches shall be minimum 6/12 and maximum 12/12 on all portions of the roof except for (a) shed dormers, (b) porches, (c) the lower pitched roof portion on a saltbox-style structure, and (d) steeples, bell towers, and similar accentuated structures.

**b) MAXIMUM HEIGHT**

Each residential lot is allowed a building height of up to 18 feet from any point within the buildable area and within 50 feet of the building's footprint, provided that no portion of the structure exceeds 27 feet above natural grade. Additionally, one BASIC STRUCTURE measuring 25 feet wide X 40 feet deep X 27 feet high may be incorporated into the building design based upon the following criteria:

aa. The height of the basic structure shall be measured from the lowest elevation point at the setback lines. Height shall be measured from natural grade.

bb. The ridge of the basic structure shall be perpendicular to the shoreline or "point" to a significant view.

cc. No structures other than chimneys shall extend beyond the area defined by the gable or hip, i.e., no structure shall extend above the common rafter extending from the top wall plate to the ridge unless it is within the underlying 18-foot height envelope.

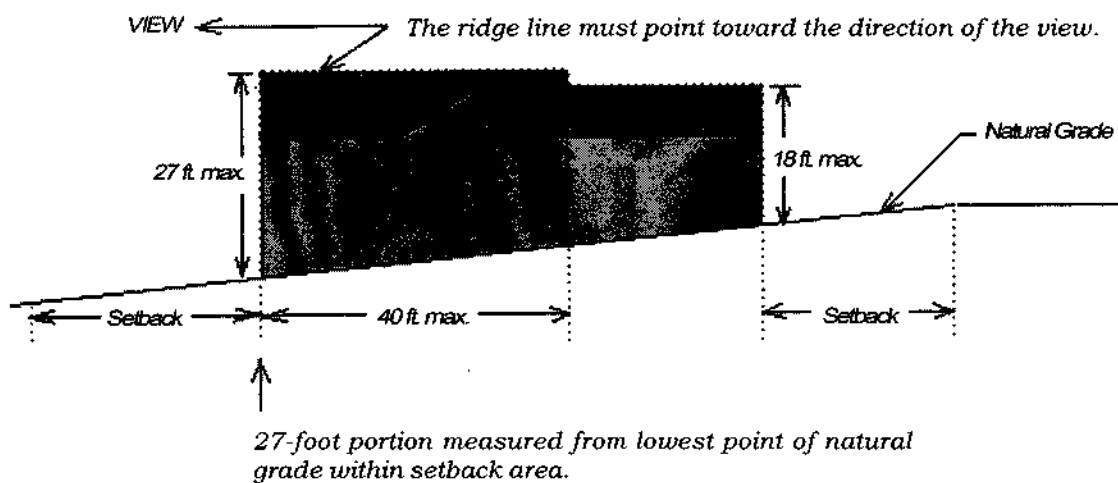


### 3.14.02 Building Massing & Height - Historic District (cont.)

dd. The minimum roof pitch is 8/12. Equal pitches are used on the remaining portion of the house.

ee. A full-width front porch shall be included on the front side of the basic structure unit and windows on the entire structure shall be true-divided light windows if a grid pattern is desired.

ff. All other setback and height requirements are complied with.



**3.14 HISTORIC DISTRICT (massing & height)****3.14.02 Building Massing & Height - Historic District (cont.)****c) INTERSECTING GABLES OR DORMER REQUIREMENT.**

To avoid expansive roof planes, fascia boards may not exceed 35 feet in length without an intersecting gable, dormer or similar architectural element incorporated into the roof plane above the fascia board on pitched roofs. This requirement does not apply to BASIC STRUCTURES defined under this subsection 1 (b).

**2. Conform to height standards for non-residential structures.**

Historic commercial structures were typically flat-roofed buildings with projecting cornices, sometimes with an extended parapet on the front. Pitched roof commercial buildings were also common. To allow similarly designed buildings, all non-residential structures within the historic district shall conform to the following height and roof pitch standards:

**a) MAXIMUM UPHILL HEIGHT.**

No portion of a building shall exceed 16 feet for a flat-roofed building, or 18 feet for a pitched roof building, as measured from the highest point within the setback area and within 50 feet of the building footprint.

**b) MAXIMUM DOWNHILL HEIGHT.**

No building shall exceed a height of 24 feet as measured from finished grade at the lowest point of the building footprint, except that additional height is allowed for roof planes, gables and dormer windows, not to exceed the uphill height limits.



*The intersecting dormers and porch gable provide visual interest to this otherwise unbroken roof plane.*



*The dominating end-gable and intersecting dormer on the side typify many historic homes in the Gig Harbor basin.*

### 3.14.02 Building Massing & Height - Historic District (cont.)

#### c) MAXIMUM HEIGHT ABOVE GRADE.

Buildings may not exceed a height of 27 feet above natural and finished grade at any given point within the building footprint.

#### d) PITCHED ROOFS.

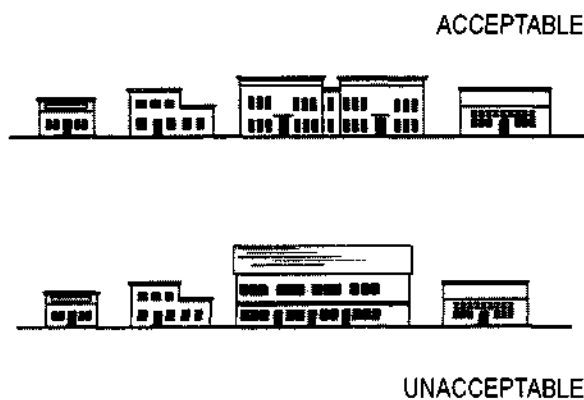
Pitched roofs shall have a minimum roof pitch of 6/12 and a maximum pitch of 12/12 on all portions of the roof except for (a) shed dormers, (b) porches, (c) the lower pitched roof portions on a saltbox-style structure, which may all have lesser pitched roofs, and steeples and bell towers which may have greater pitched roofs. The ridge of a pitched roof shall run perpendicular to (pointing toward) the view of the bay as seen from the street nearest the front setback line of the subject site, unless the ridge is within the flat roof height limits.

### **3. Avoid unusual or atypical roof forms on all structures.**

A-frame, gambrel, curvilinear, domed and mansard style roofs are not characteristic of Gig Harbor's historic architecture and are prohibited. Multiple gables or sheds over a single-mass structure forming a "saw-tooth" design are also prohibited. (See Section 3.2.01(5) of this chapter.)

### **4. Respect scale of adjacent structure.**

To emphasize the visual pattern of the streetscape, structures shall be designed to reflect the width and height proportions of adjacent structures.



*Although this building is large, it includes projections which are similar in height and scale to adjacent structures.*

*This large single mass building is out of scale with adjacent structures.*

### **3.14.03 Garage & Front Entry - Historic District**

The following standards are applicable to all residential structures within the Historic District.

#### **1. De-emphasize residential garages.**

De-emphasize the garage by giving visual emphasis to design elements which reflect human activity and enclosure. Choose one of the following options:

a) **LOCATE GARAGE BEHIND THE HOUSE.**

The reduced setback provisions for garages in section 2.9.01(3) may be applied.

b) **RECESS VEHICULAR ENTRANCES.**

At least 70% of the front walls of the house that enclose living area shall project at least 6 feet forward of the garage door.

c) **EMPHASIZE WINDOWS AND PORCHES.**

Provide windows above garage doors in gables, dormers, or other wall planes that are within two feet of the garage door wall plane, along with front porches which emphasize front entries. At least one window is required for every one or two garage bays. Each window shall have at least 10 square feet of glazing area.

d) **INCREASE WINDOW AREA.**

Garage doors may be flush with the front walls of the house if the front walls include glazing area that is at least 50% of the total garage door area. Garages may project forward of the front walls of the house if the front walls include window glazing area that is at least 70% of the total garage door area. (Garage door windows may not be included in the glazing area calculations.)

e) **PLACE GARAGE ENTRY ON SIDE OF HOUSE.**

In this context, garage doors may not face the street unless it is a side street on a corner lot. If the garage projects forward of the house, the garage doors must be located on the side of the garage most distant from the front entry to the house.

f) **GARAGE DOOR PLACEMENT.**

Place garage doors in locations not visible from the street providing access to the site.

*Emphasize the concept of human enclosure rather than vehicular enclosure in building designs by giving visual emphasis to windows and front entries.*

### 3.14.03 Garage & Front Entry - Historic District (cont.)

#### **2. Emphasize front Entry.**

Front porches can be used to emphasize the front entry. When there is no front porch or when a front porch is not an obvious or prominent feature of the house design, the front door must be oriented so that it directly faces the street.



*The front porch provides an inviting appearance to this house design by giving emphasis to its entrance.*

#### **3. Respect scale of adjacent structure.**

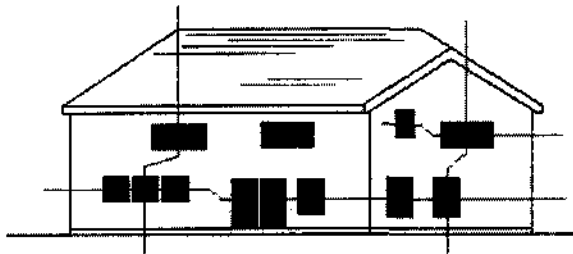
To emphasize the visual pattern of the streetscape, structures shall be designed to reflect the width and height proportions of adjacent structures.

**3.14 HISTORIC DISTRICT (windows & doors)****3.14.04 Window Design - Historic District**

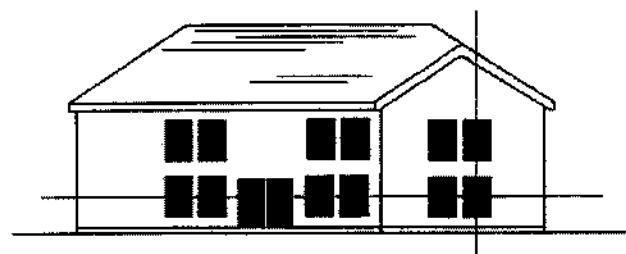
The following standards are applicable to all development within the Historic District.

**1. Maintain balance in the placement of windows.**

To the extent possible, multiple windows on a single wall plane shall be spaced and aligned with other windows and doors on the same wall plane. Single grouped windows on a wall plane shall relate to other architectural features such as roof forms, doors, or facade projections.



*The scattered and haphazard arrangement of windows on this facade result in poor balance in the overall building design.*



*The careful alignment of windows provides visual balance to this facade. Notice that it is not always necessary to center windows on a wall plan. Usually, however, non-centered windows look better below a hip than below a gable.*

**2. Conform to solid/void ratio requirements.**

Generally, windows and doors shall constitute 25-30 percent of prominent facade wall planes. In situations where this is not practical, the masonry facade option described in section 3.6.01(2) in this chapter may be considered.

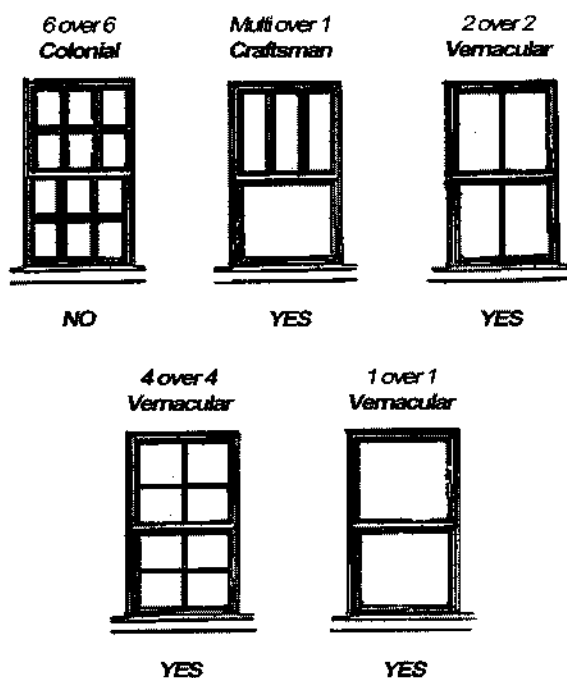
**UNACCEPTABLE****ACCEPTABLE**

*Referring to the pattern and organization of windows on existing structures can achieve a higher level of compatibility.*

### 3.14.04 Window Design - Historic District (cont.)

#### 3. Use window muntins representative of Gig Harbor's historic structures.

Small-paned colonial windows are not indigenous to Northwest architecture and are prohibited in the historic district. Acceptable window patterns for single or double hung windows include one-over-one, two-over-two, or four-over-four. Multiple paned sashes over single-paned sashes are also appropriate. Similar grid patterns may be used on casement, slider or fixed-sash windows. On structures built prior to 1950, windows must be true divided light windows. On all other structures, artificial muntins may be used, provided they are the wider contoured grids as opposed to the narrow flat grids. Single-paned sashes without muntins (e.g., one-over-one) are always appropriate and are preferred over the use of artificial grids - particularly if window sections are divided by mullions of 2 inches or more.



*The grid patterns shown are typical of double-hung windows. Similar grid sizes and patterns are appropriate on larger fixed or casement windows.*

**3.14 HISTORIC DISTRICT (windows & doors)****3.14.04 Window Design - Historic District (cont.)****4. Use double-hung, casement, or fixed windows.**

Most structures representative of Gig Harbor's historic commercial development used fixed windows on the first level of commercial buildings and double hung windows on second floors. Similar window placements are encouraged on new construction. If a double hung window is not practical and an operable window is required, casement windows are acceptable, as are hopper windows combined with fixed sashes of vertical proportions. Sliding windows may only be used if egress requirements cannot be met with other acceptable window types. If slider windows are used, they must include horizontal mullions in their center to give the look of paired double-hung windows.

**5. Develop and maintain vertical window pattern.**

Window patterns shall be characterized by vertical proportions. Individual windows shall be no more squat than square and no more tall than three square. This requirement may be waived on portions of a building where function or building mass does not accommodate vertical windows.

**6. Group vertical windows for wider openings.**

On wide windows areas, single windows with vertical proportions may be grouped to cover a wide space, not to exceed 3 windows in a single group. Multiple groupings shall be divided by a minimum 12" pillar.

**7. Consider store-front transom windows.**

Square or near square window sections may be used for ground floor store fronts if they are combined with transom windows across the top or are divided across the top to provide a transom window appearance.

**8. Orient retail windows to the street.**

Maintain interest at the street level in non-residential buildings that abut the street by including retail or restaurant storefront windows on facades facing the street. All non-residential structures and sites in the historic districts must be designed to accommodate retail uses at the street level regardless of their initially intended use.



*Transom style windows above larger storefront windows are appropriate.*





## 3.14 HISTORIC DISTRICT (windows &amp; doors)

## 3.14.04 Window Design - Historic District (cont.)

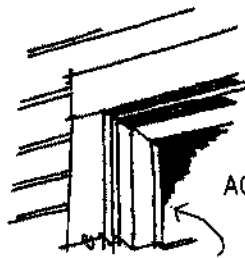
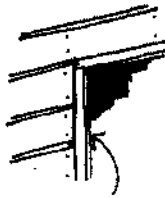
**9. Use irregular shaped windows sparingly.**

Windows must be generally rectangular in their configuration. Circular, elliptical, octagonal, triangular, or trapezoid windows should be limited to accent windows and shall not be the prominent window form. Arched windows with vertical proportions are acceptable, but shall be limited to second level windows only. Palladian style windows must also be used sparingly, i.e., as a single focal point in the building design.

**10. Use windows with traditional frame depth and shadow lines.**

Window sashes and frames shall have cross-dimensions similar to traditional wood window sashes and frames.

UNACCEPTABLE

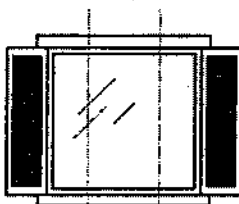


ACCEPTABLE

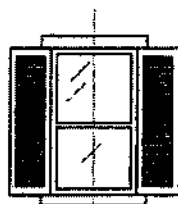
**11. Wrap windows in a traditional manner.**

To provide additional detail and dimension to the window design, all windows on prominent facades shall be wrapped with minimum 5/4 x 4 inch trim. Projecting window sills and aprons are encouraged. This requirement does not apply to windows surrounded by masonry siding.

NO



YES



Point of shutter closure

**12. Consider width of window when selecting shutters.**

Shutters must closely approximate the width of the windows to which they are attached, either in pairs or singularly.

**13. Reflective glass is prohibited.**

Use Palladian style window sparingly.



The window frame illustrated to the far left is too thin and provides no definition. The substantial cross section of the frame and sash shown next to it creates interesting shadow lines that will add interest to the building facade. Notice the window wrapping also.

**3.14.05 Siding & Trim - Historic District**

The following standards apply to all development within the historic district.

**1. Use siding materials that convey the same visual qualities as wood, brick, stone, stacked masonry or (in limited application) other unspecified materials.**

Siding materials are limited to horizontal lap siding (of any lap design) made of wood or cement-like materials: shingles made of cedar or of cement-like materials; board and batten (or panels with similarly spaced battens); brick; stone (real or cultured); non-scored split-faced block (CMU); stucco on single-family homes. Stucco, tile, terra-cotta, concrete, spandrel glass, sheet siding (e.g., T1-11), corrugated metal panels and smooth-faced or scored concrete block may be used as accent materials on non-residential projects - not to exceed 20% of any given facade. Standing seam metal siding with separately attached battens (with proportions similar to board and batten siding) may be used in gables only, or on up to 20% of any given facade.

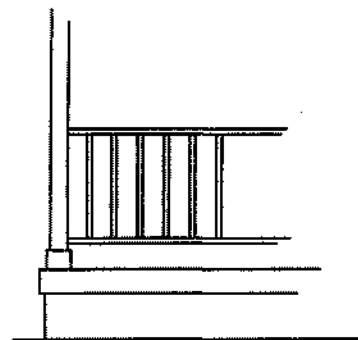
*Siding materials such as brick, stone or wood reflect humanhandicraft and provide texture to building exteriors.*

*Materials for new construction and remodeling must convey similar visual qualities.*

### 3.14.05 Siding & Trim - Historic District (cont.)

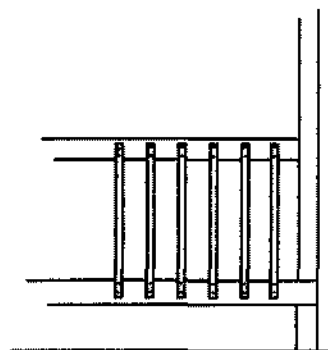
#### **2. Incorporate vertical balusters into traditional balustrade design.**

Balustrades shall include both an upper and lower rail with turnings or 2 inches balusters, vertically installed. The balusters shall be connected to a top and bottom rail in a traditional manner, i.e., the balusters shall join at their top and bottom as opposed to contemporary-style face connections. Face connections may occur on the back side of the rail if, from the front side, a traditional appearance is maintained. In waterfront zones, horizontal cable may be used in lieu of vertical balusters if a more nautical look is desired, provided that the balustrade include top and bottom rails supported by vertical post and caps. Rails, posts and caps shall have the appearance and dimensions of standard lumber products.



*Traditional balustrade  
with top & bottom rail.*

ACCEPTABLE



*Contemporary balustrade  
face nailed with no bottom rail.*

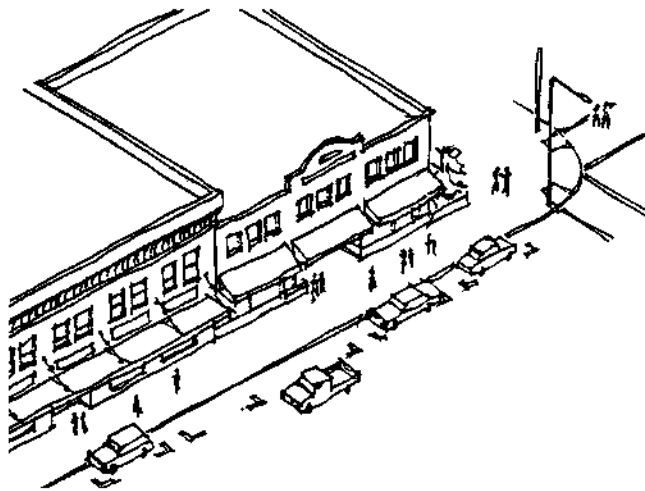
UNACCEPTABLE

**3.14 HISTORIC DISTRICT (awning design)****3.14.06 Awning Design - Historic District**

The following standards apply to all non-residential & multi-family development within the historic district.

**1. Align bottom edge of awnings.**

Maintain horizontal alignment of historic district storefronts by aligning the bottom edge of awnings, canopies or marquees with those on adjacent structures. Along sloping streets, maintain the average height of adjacent awnings.

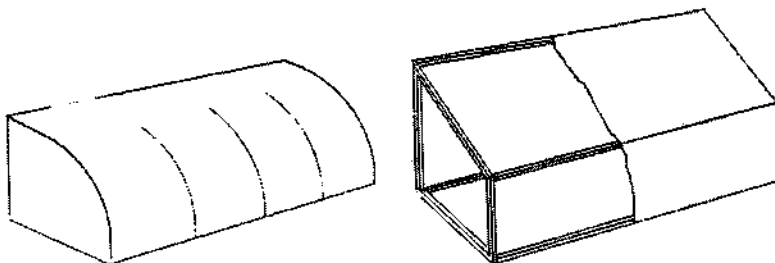


*Traditional shed awnings are an appropriate "fit" for the window openings on this building. The awnings compliment the facade without overpowering it.*

**2. Choose awning design appropriate to building style.**

Awnings, canopies and marquees may not obscure architectural details of the facade. Awnings shall be either a traditional "shed" design or rounded design for arched windows. Bowed awnings, wedge-shaped awnings with wide solid-framed valances and back-lit awnings with translucent materials do not reflect the character of the historic district are not permitted.

UNACCEPTABLE



*These awnings do not maintain the proportions of the more traditional shed awnings and are considered inappropriate in the historic district.*

**3.14 HISTORIC DISTRICT (roofing materials)****3.14.07 Roofing Materials - Historic District**

The following roofing standards are applicable to all development within the Historic District.

**1. Use roof materials which provide texture and shadow lines.**

Cedar shingles, architectural grade asphalt shingles tile, slate, and standing seam metal roofs are allowed. Other roofing materials are prohibited except on roofs having slopes less than 1:12.

**2. Avoid bright colored or reflective roofing materials.**

Limit roofing colors to darker earth tone and forest colors. Forest greens, charcoal or medium grays and dark clay colors are allowed. Do not use clay colors that look red or purplish in sunlight.

*Views of roofs from the ground and territorial roof-scape views are an important element in the visual quality of the historic district.*

**3.14 HISTORIC DISTRICT (colors)****3.14.08 Colors - Historic District**

The following color regulations apply to all structures in the Historic Districts.

**1. Keep field colors subdued.**

Field or base colors (the main color of exterior walls) are limited to the more subtle earth-tone colors. White, soft sands, grays, light pastels and deep rich clay colors are appropriate field colors.

**2. Avoid bold or bright trim colors.**

Trim colors (fascia, cornice, window and door trim, kick panels etc.) may contrast to complement the field color but shall not be bright or bold. A lighter or darker shade of the field color is always an appropriate trim color, as is white. When using a contrasting trim color, bright or primary colors are prohibited.

**3. Limit bright colors to finer architectural details.**

Accent colors can generally be brighter than field or trim colors. Accent colors should be used with restraint. Appropriate areas for accent colors are those details that might otherwise go unnoticed such as moldings or molding indentations, medallions, and shadow lines of windows and door frames. Doors are also an appropriate location for accent colors.

**4. Avoid painting factory colors of stone and brick.**

Stone and brick provide naturally durable colors and finishes that would be lost or damaged if painted. Painting or staining of stone and brick is prohibited.

*The historic district is the only area of the City where color is regulated on single family housing.*

**3.14 HISTORIC DISTRICT (preservation & restoration)****3.14.9 Preservation of Historic Structures**

The following standards apply to all structures built prior to 1950.

**1. Consider Design Review Board review of historic structure remodels.**

It is strongly recommended that major remodeling proposals of historic structures be reviewed by the DRB. The DRB may be able to provide design solutions which preserve the historic integrity of a building while meeting the contemporary needs of its owner.

**2. Preserve integrity of original structure's form.**

Historic structures may not be "buried" behind additions and alterations. Additions to historic buildings must be stepped back from the original structure facade so that the original design remains prominent and discernible.

**3. Maintain original window pattern and design.**

The spacing, proportion and design of the building's original windows must be maintained and be incorporated into remodels and additions. Smaller windows may, on a limited basis, be replaced by larger windows if the muntins and mullions of the larger windows reflect the vertical proportions of historic windows. Windows divided with muntins must be true divided light windows.

**4. Maintain prominent and characteristic design features of original building.**

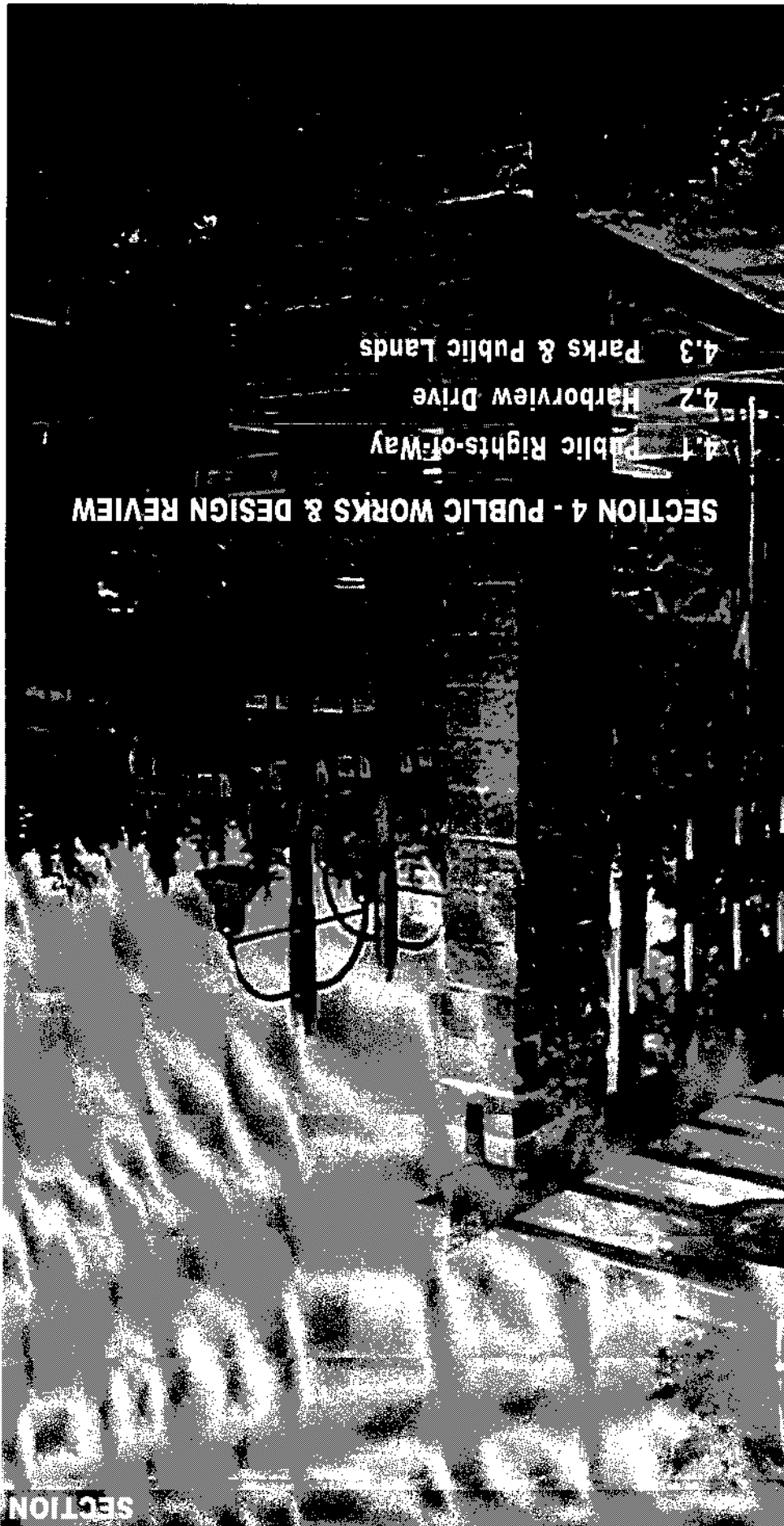
Architectural features such as front porches or bay windows which are strong or prominent features of a building's original design must be maintained. Design features which characterize a particular building period or design, such as knee braces and other craftsman design trademarks, must be maintained on the original structure.

**5. Continue original building's siding and trim materials onto remodels and additions.**

Building additions and remodels shall use the same or very similar types of siding and trim materials as originally found on the existing structure, except that brick or stone may be combined with wood siding.

*Historic structures in the Historic District of Gig Harbor make a significant and important contribution to the visual character of the harbor basin.*

*The standards of this section promote the preservation, renovation, restoration and adaptive reuse of Gig Harbor's Historic Structures and waterfront neighborhoods.*



**SECTION 4 - PUBLIC WORKS & DESIGN REVIEW**

4.3 Parks & Public Lands

4.2 Harborview Drive

4.1 Public Rights-of-Way





### 4.1.01 Public Rights-of-Way & Publicly Owned Land

#### 1. Provide "Boulevard-Type" landscaping.

Provide formal boulevard-type landscaping to Parkways using street trees and landscaped islands as follows:

a) PROVIDE REGULARLY SPACED STREET TREES.

Parkways should include street trees along both edges of the right-of-way and, where practical, planting strips in the middle of the right-of-way. Trees shall be no more than 30 feet apart and planting strips shall be a minimum of 5 feet.

b) SELECT TREE TYPES WHICH BEST PRESERVE VIEWS.

Trees shall be of a type appropriate for view protection. Deciduous ornamental trees are encouraged.

#### 2. Buffer pedestrian areas from streets.

Sidewalks and other pedestrian areas must be separated from street traffic lanes. This may be done using parking stalls, planters, bollards, or similar buffering methods.

*Parkway streets should be designed as a compliment to a neighborhood and not as an encroachment.*



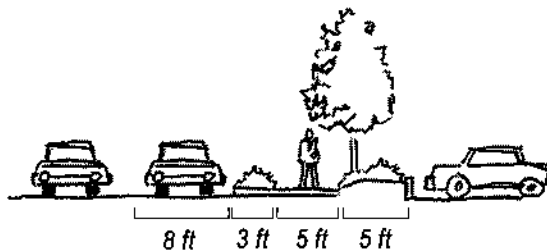
*Boulevards are important visual corridors linking parks and neighborhoods with bands of green. Regular spacing of trees provides a continuous canopy along this parkway.*



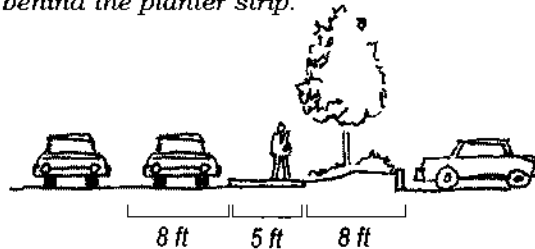
*Landscaped islands are encouraged on parkways, provided they do not interfere with necessary movement of traffic at driveways and intersections.*

### 4.1.01 Public Rights-of-Way & Publicly Owned Land (cont.)

#### 3. Refer to the images below for preferred side walk, curb and planting strip details.



*Notice how the on-site parking is screened behind the planter strip.*



#### 4. Provide visual emphasis to pedestrian crossings.

Pedestrian crossings shall be demarcated as follows:

a) **DEVELOP CROSSWALKS AS FOCAL POINTS.**

Crosswalks shall serve as focal points to the street and shall be designed to visually draw pedestrians. Seating, decorative pole or bollard lighting, and planters incorporated into crosswalk design can help facilitate this.

b) **DIFFERENTIATE CROSSWALK SURFACE.**

The crosswalk shall be visually distinct from the street surface. Colored pavers or colored and textured concrete are appropriate. Paint or striping will not meet this requirement.

### 4.2.01 Harborview Drive Standards

Harborview Drive is a designated parkway linking the Downtown and Finholm Market Place Activity Centers.

#### 1. Adhere to all parkway standards in Section 1.2.04

#### 2. Identify points of interest with directories.

Trails, paths, public viewing areas and other points of interest shall be identified on directory signs. Directories shall be mounted in prominent locations along Harborview Drive, in close proximity to common areas and as approved by the Public Works Department. Directories may be designed as kiosks or signs, which include permanent text, but may not include posters, paper maps, flyers, or similar temporary notices.

#### 3. Provide landscaping along inner side of the sidewalk.

Where possible, landscaping shall be provided on the inner edge of the sidewalk. Landscaping should be level with or raised above the sidewalk level. Abrupt drop-offs at the edge of the sidewalk should be avoided.

*To facilitate both tourist and residential enjoyment of the waterfront and its Activity Centers, Harborview Drive shall receive special consideration.*



*Plantings provide a buffer between pedestrians and moving traffic. Notice how traffic is buffered behind the planter strip.*

### 4.2.01 Harborview Drive Standards (cont.)

#### **4. Provide visual continuity with fixtures and accessories.**

Common fixtures and accessories provide pattern to the streetscape and create a visual element which draws pedestrians. Visual continuity may be achieved by utilizing the following types of accessories:

- a) DECORATIVE LIGHT FIXTURES regularly spaced.
- b) DECORATIVE BANNERS on regularly spaced light poles.
- c) HANGING FLOWER BASKETS on regularly spaced light poles.
- d) VISUALLY DISTINCT PAVEMENT (e.g., colored and/or stamped concrete or brick pavers).

#### **5. Enhance major intersections.**

Major intersections occur wherever Harborview Drive intersects with Defined Parkways. Enhancement at these intersections shall include:

- a) VISUALLY DISTINCT CROSSWALK PAVING.
- b) BOLLARDS OR SPECIAL LIGHTING STANDARDS.
- c) PLANTERS NEAR THE PERIMETER OR CENTER OF THE INTERSECTION SUBJECT TO SIGHTLINE SAFETY REQUIREMENTS.



*A wider sidewalk provides a pedestrian "safety zone". Bollards, street trees and visually distinct textured paving materials.*

### 4.3.01 Parks, Open Space & Other Public Lands

Development of all public land are subject to all applicable Design Review standards of this Chapter.

*The Community's public spaces are designed to:*

- *Maintain the scenic beauty which characterizes Gig Harbor and the Peninsula.*
- *Maintain a cohesive pattern of development.*
- *Provide compatible design features and adequate pedestrian amenities.*
- *Provide visual continuity within neighborhood*

# Glossary

## GLOSSARY

**Access Road** The road providing direct access to a parcel or project.

**Activity Center** An area of concentrated activity where multiple uses are clustered in such a manner as to be mutually supportive of one another and to promote pedestrian movement.

**Arch** A structural device, especially of masonry, forming the curved, pointed, or flat upper edge of an opening or a support, as in a bridge or doorway.

**Balcony** A platform projecting from the wall of a building and surrounded by a railing, balustrade, or parapet.

**Baluster** An upright support of a handrail or a guardrail.

**Balustrade** A row of balusters topped by a handrail.

**Basic Structure** A residential building mass measuring 25 X 40 X 27 with a pitched roof of at least 8/12, located in the historic district.

**Building Footprint** The outer perimeter of a building excluding eave overhangs and other cantilevered portions of the building projecting no more than 18 inches and no wider than 10 feet.

**Building Front** Usually the building facade where architectural detailing is emphasized most, and is typically the facade where the primary entrance is located and typically faces the street.

**Bay Window** A compartment projecting outward from the wall of a building and containing a window or windows.

**Bracket** A supporting member for a projecting architectural element or shelf, sometimes in the shape of an inverted L and sometimes as a solid piece of triangular truss.

**Certified Arborist** A professional arborist who is certified and in good standing with the International Society of Certified Arborists, including ISA certification and current membership in other professional organizations such as the American Society of Consulting Arborists. Credentials must

reveal training in tree retention planning for construction, soils, tree health management planning, and evidence of continuing education.

**Colonnade** A series of columns set the same distance apart to support a roof.

**Column** A vertical shaft or pillar that supports, or appears to support, a load.

**Common Area** An on-site outdoor space designed for outdoor activities and leisure for customers of non-residential development.

**Connectivity** Cumulatively, the primarily physical but also visual elements of environmental design that serve to connect buildings to the site, parts of the site to each other and, significantly, a project site to the greater community. Such connections recognize the local pedestrian and trail systems, as well as emergency service routes.

**Corbel** A projection of building, sometimes to support a load and sometimes for decorative effect. Corbels are often found in masonry detailing where rows of bricks project progressively forward, with the forward-most projection occurring at the top of the corbel.

**Cornice** A horizontal molded projection that crowns or completes the top of a wall or building. A fascia is not part of a cornice.

**Dense Vegetative Buffer** A vegetated area at least 40 feet deep providing screening and physical separation between areas or uses, consisting of the following:

1. A minimum of one row of evergreen plantings for every ten feet of buffer depth, with each row including:
  - a) One 5-gallon evergreen shrub for every five feet of lot line, of a type that will grow up to 6-feet at maturity; and
  - b) One evergreen tree for every 10 feet of lot line, with at least 50% of said trees being 12-feet or taller, and the remaining trees being at least 6-feet.
2. One two-inch minimum caliper deciduous tree per twenty feet of lot line and for every forty feet of buffer width.
3. Evergreen groundcover that will cover 75% of the ground area within three growing seasons.
4. Planting rows that are offset from each other or staggered in a random fashion in a manner that provides full consistent coverage throughout the entire buffer area.



**Design Review Board (DRB)** The official body responsible for design review recommendations for the City of Gig Harbor as defined in GHMC Chapter 2.21.

**Dormer** A window set vertically in a small gable projecting from a sloping roof, or the gable holding the dormer.

**Drip Line** The most extreme reach of a tree's branches beyond its trunk, or 1 foot of space from the trunk for every inch of trunk diameter as measured 4.5 feet above grade, whichever is greater.

**Eaves** The projecting overhang at the lower borders of a roof.

**Elevation** A view or scaled drawing of the side, front or rear of a particular structure without any allowance for the laws of perspective.

**Facade** Any elevation of a building.

**Fenestration** The arrangement and design of windows and doors in a building.

**Fascia** A flat board with a vertical face that forms the trim along the edge of a flat roof, or along the eaves of a pitched roof. The rain gutter is often mounted to it.

**Gable** The portion, above eaves level, of an end wall or truss of a building enclosed by the sloping ends of a pitched or gambrel roof. In the case of pitched roof this takes the form of an isosceles triangle that forms the entire end, or the upper half of the end of a gambrel roof.

**Gambrel Roof** A gable roof design, but with two pitches on each side of the ridge, the lower slope having the steeper pitch.

**Harbor Basin** The area defined on the City's height restriction map (see GHMC 17.62.020)

**Hierarchy** Architecturally, hierarchy refers to the visual order of building design. Hierarchy is achieved when one building is visually more prominent or stately than surrounding buildings, or in the case of a single building, hierarchy is achieved when a building includes both prominent and subordinate design elements (e.g., small roof forms cascading down onto progressively larger roof forms).

**Hip** One of the sloped faces of a hipped roof, usually referring to the narrow end.

**Hipped Roof** A roof with pitched or sloped roof planes on all sides, usually of the same pitch.

**Historic District** The Historic District includes the Downtown Business District, all Waterfront Districts, the RB-1, B-2 & C-1 Districts abutting Harborview and North Harborview Drives, (excluding the B-2 District at the intersection of Harborview Drive and Burnham Drive), the area bordered by Harborview Drive, Rosedale Street and Stinson Avenue, the parcel on the southwest corner of the Rosedale Street/Stinson Avenue intersection, and all the parcels having frontage on the following streets: Harborview Drive lying south of North Harborview Drive, Rosedale Street extending from Harborview Drive to Stinson Avenue, and Stinson Avenue extending from Rosedale Street to Harborview Drive.

**Industrial Building, Structure or Site** Any building, structure or site located outside the City's Historic District which is not visible beyond 800 feet of any public right-of-way outside the City's Employment District (ED), which is not visible beyond 800 feet of any defined parkway or enhancement corridor, and which is principally used for any of the following uses: Research & development facilities, Light assembly & warehousing, Light manufacturing, Distribution facilities, Contractor's yards & related on-site offices, Mini-storage facilities, Auto body / Detail shops, Service and retail uses which support on-site and are ancillary to any of the above stated uses.

**Knee Brace** Similar to a bracket and often found below eave overhangs either as a support brace below the eaves or for decorative purposes.

**Landmark Structure** A structure which is conspicuous or visually distinct from surrounding structures, usually because of superior quality of materials, design and/or increased height (as allowed by code), combined with a more stately form of architecture.

**Lofty** In architectural terms, a design that provides visual emphasis to height and verticality, achieved with wall planes that are taller than they are wide, tall narrow windows, steep-pitched roofs or prominent crowning details.

**Mansard** A roof having on each side a steeper lower part and a shallower upper part. Also called a mansard roof. A simulated mansard roof includes a short, steep-pitched roof form located at the upper edge of one or more exterior walls, in a parapet-like fashion.

**Marquee** A roof-like structure, made of solid materials, projecting over an entrance to a building and connected to the wall with no columnar support. The front of the marquee is often hung from chains or rods extending out from the face of the building.

**Mass/Massing** The physical bulk or volume of a building. In architectural terms, a single mass building is a single geometric form such as rectangle or square, and may include a simple roof form with no variation in the roof line. Massing refers to variation in the mass and may involve multiple masses joined together.

**Muntins** The glazing bars which hold smaller panes of glass within the sash of a window. These are commonly referred to as window grids.

**Neck-down** A section of street where the street pavement width is reduced to accommodate a sidewalk which flares out beyond the parking lane of the street. The purpose of a neck-down is to reduce the street placement width where pedestrians cross.

**Palladian Window** A tripartite window opening with a large arched central light and flanking rectangular side lights.

**Parapet** A low protective wall (usually solid) along the edge of a roof or balcony.

**Parkway** A visually distinct roadway which connects activity centers and serves as a gateway into a defined area of the city.

**Pediment** A wide low-pitched gable surmounting the facade of a building in a classical style; also any similar triangular crowning elements used over doors, windows, and niches.

**Perspective Drawing** A three-dimensional representation of a building or site providing the appearance of depth as seen by normal binocular vision.

**Pitch** The angle of a roof pitch, usually expressed as a ratio of units of vertical distance to 12 units of horizontal distance. For example, 8/12 means 8 units of vertical rise to every 12 units of horizontal run.

**Plan Drawing** A drawing representing a downward view of an object or building, or a horizontal section thereof. A floor plan drawing of a building will show the arrangement of walls, partitions, rooms, doors and windows.

**Porch** A covered entrance to a building, fully open on at least one side facing the street except for columns balustrades or safety rails, and directly accessible to pedestrians from the street or driveway.

**Portico** A walkway or porch with a roof supported by columns, often at the entrance of a building.

**Primary Structure** A non-industrial and non-residential structure designed to serve as a focal point to the site and to suggest a point of activity. On parcels with more than one structure, it is the primary or anchor tenant building. Structures joined to a primary structure with minor connections such as breezeways or low walls shall be considered separate structures.

**Primary Walkway** The main pedestrian walkway which connects a building's entrance to the public right-of-way (see Secondary Walkway definition).

**Prominent Facade** All building facades visible from waterways, designed parkways, enhancement corridors, public rights-of-way, activity centers, and facades which face the road(s) providing primary access to the building's site. Facades which will not be visible after a three year period shall not be considered prominent.

**Prominent Parcel** Parcels which are prominently visible either because of their corner location or because, when viewed from a distance on the road providing access to the parcel, they serve as a view terminus (see City of Gig Harbor Visually Sensitive Map, Appendix "A").

**Quoin (koin)** Dressed stones or brick at the corners of a building, laid so that their faces are alternately large and small. Originally used to add strength to the masonry wall, later used decoratively.

**Rehabilitation** The act or process of returning a property to a state of utility through repair or alteration which makes possible an efficient contemporary use while preserving those portions or features of the property which are significant to its historical architectural, and cultural value.

**Renovation** The act of returning a property to a state of utility through repair or alteration which makes possible a contemporary use.

**Sash** A frame in which the panes of a window are set. (See window parts definition)

**Secondary Walkway** Pedestrian walkways which provide for pedestrian movement between building without depending on parking lots or landscaping areas for this purpose.

**Shed Roof** A roof having a single slope.

**Siding** Material used for the finished surface of a building.

**Significant Vegetation** Healthy trees having a trunk diameter of at least 6 inches as measured 54 inches above grade.

**Significant View** Territorial view sheds as seen (in most cases) from strategic locations in the city's right-of-way (see City of Gig Harbor Visually Sensitive Area Map, Appendix "A").

**Sill** The horizontal supporting member at the base of window.

**Spandrel** The triangular space between the left or right exterior curve of an arch and the rectangular framework surrounding it. Also the space between two arches and horizontal molding or cornice above them.

**Spandrel Glass** Glass, often reflective, designed to be used as building siding.

**Stately** In terms of structures, a design having lofty dignity due to increased emphasis on height, vertical proportions, hierarchy in roof design and added emphasis on trim details in prominent locations (e.g., the front entry). (See also "Lofty".)

**Restoration** The act of or process of accurately recovering the form and details of a property and its setting as it appeared at a particular period of time by means of the removal of later work or by the replacement of missing earlier work.

**Saltbox** A gable (not gambrel) roofed structure, except that the rear slope is typically about twice the length of the front slope, often with a reduced pitch on the lower portion of the rear slope.

**Story** The horizontal division between a floor and an adjacent ceiling or floor.

**Transit Stop** An area designated as a waiting area for riders of mass transit.

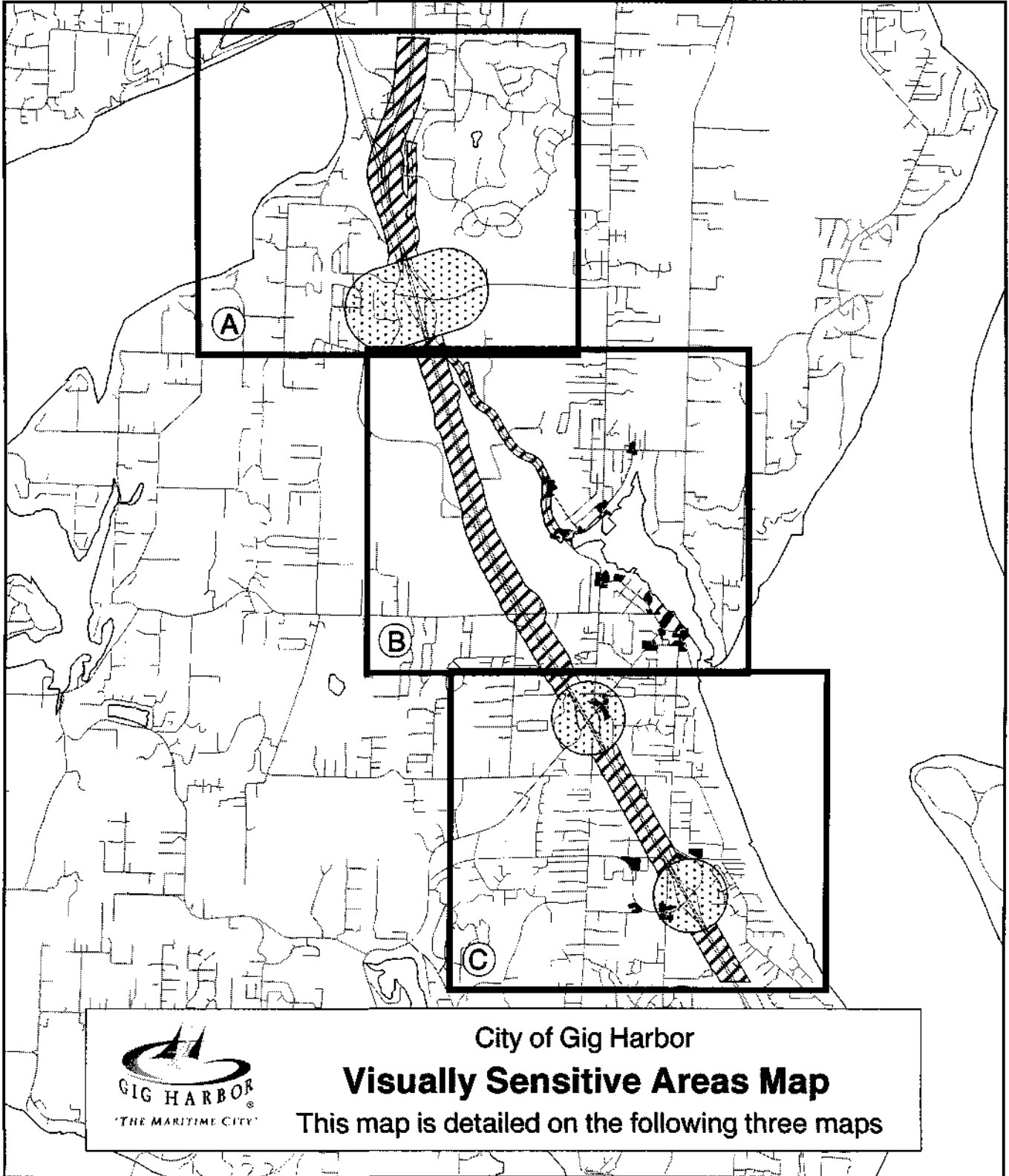
**Visual Terminus** The point at which a view terminates, e.g., a distant object to which the eye is drawn in a view. Visual termination may also occur in building design when architectural details provide a statement of completion, as in the peak of a pitched roof or a projecting cornice which provides a visual cap to a building.

**Wall Plane** The surface generated by a straight line moving at a constant velocity with respect to a fixed point, such that a straight line joining any two of its points lies wholly on the surface, of any of various upright constructions presenting a continuous surface and serving to enclose, divide, or protect an area.

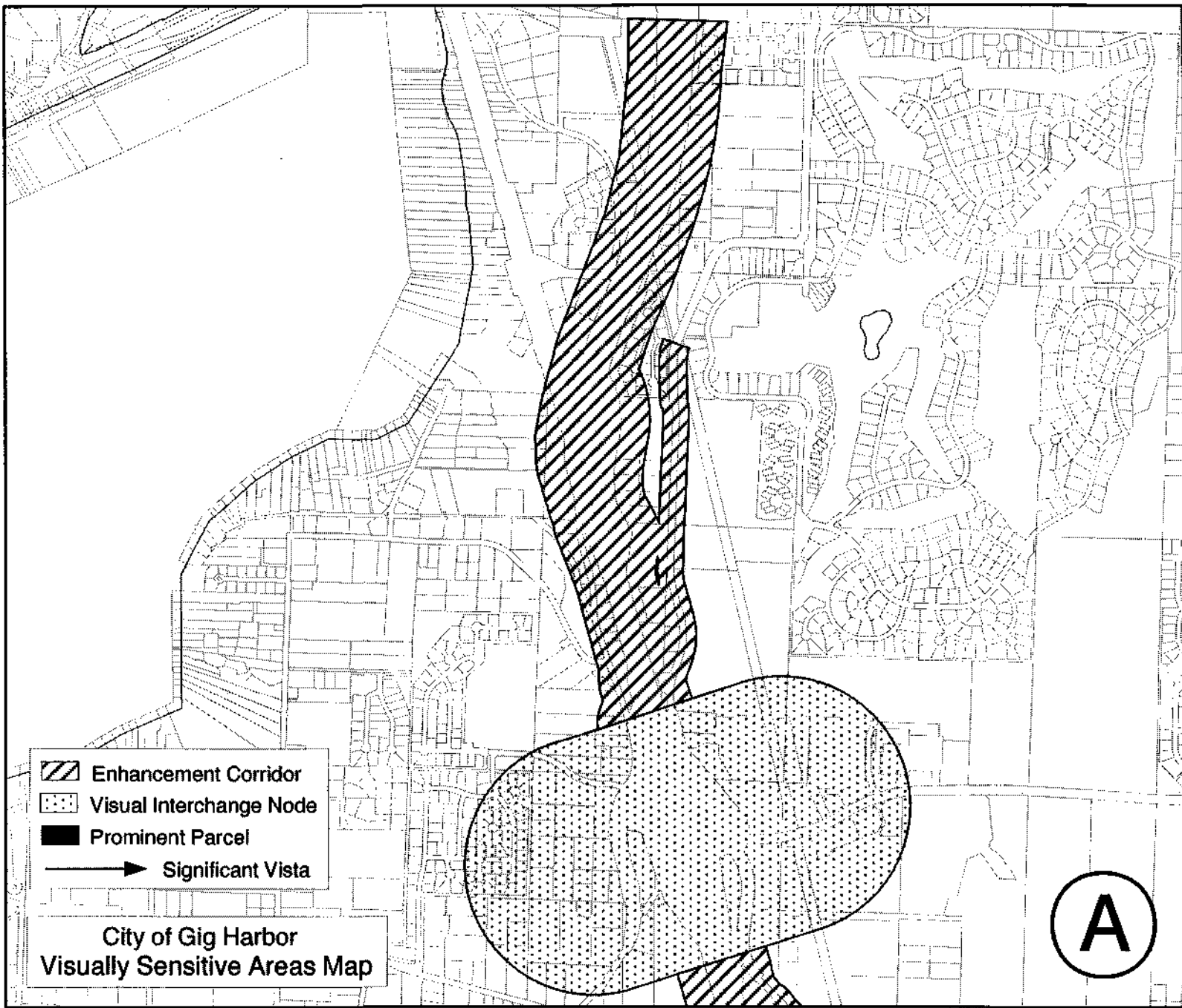
**Window Parts** The moving units of a window are known as Sashes and move within the fixed Frame. The sash may consist of one large Pane of glass or may be subdivided into smaller panes by thin members called Muntins or Glazing Bars. Sometimes in nineteenth-century houses windows are arranged side by side and divided by heavy vertical wood members called Mullions.

**Xeriscape** The concept of landscaping with plants that use little or no supplemental irrigation.

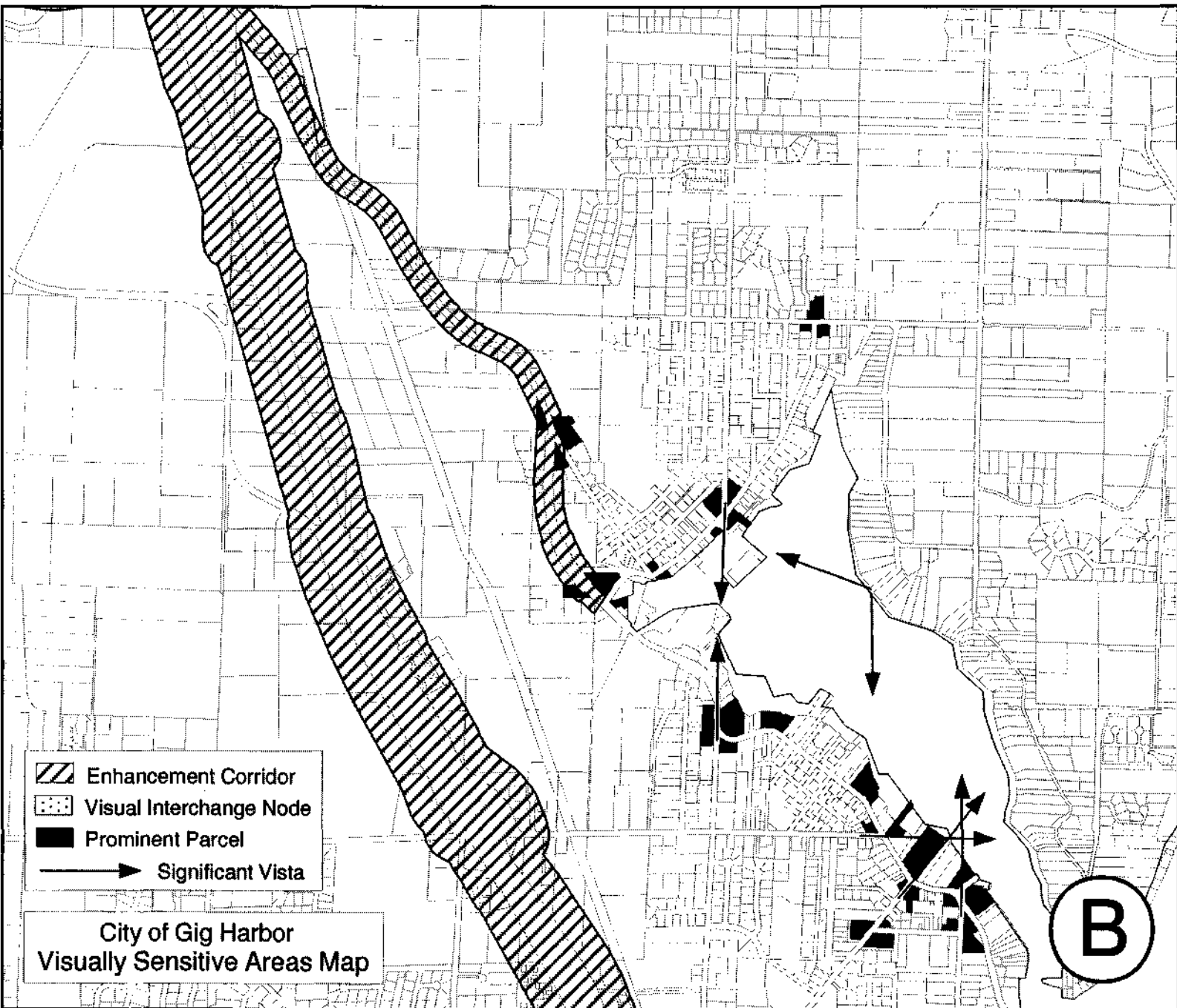
### Visually Sensitive Areas Map



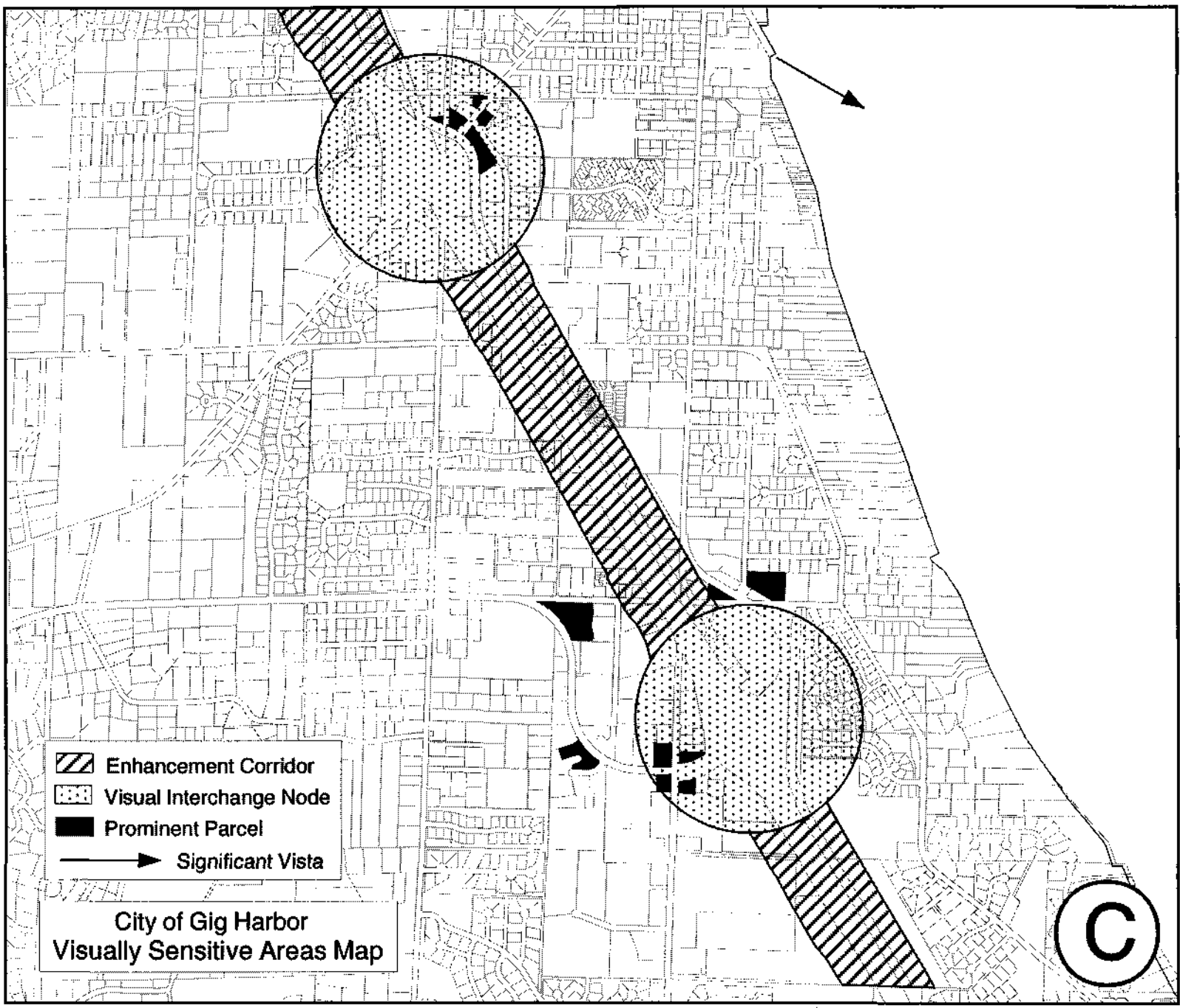
Visually Sensitive Areas Map (A)

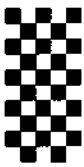


Visually Sensitive Areas Map (B)



Visually Sensitive Areas Map (C)





## Peninsula School District

14015 - 62<sup>nd</sup> Ave. NW, Gig Harbor, WA 98332  
(253) 857-3525 • Fax (253) 857-3575

November 8, 2004

Mayor Gretchen Wilbert  
Members of the City Council  
3510 Grandview Street  
Gig Harbor, WA 98335

RE: Harbor Ridge Middle School  
Proposed Amendments to Design Review Manual Height & Bulk Restrictions

Dear Mayor Wilbert and Members of the Council:

We are writing to request that the issues involving Harbor Ridge Middle School Phase II and the proposed amendments to the Design Review Manual be resolved prior to adoption of the amendments to the Design Review Manual. As you know, we have had representatives attend several of the workshops held regarding amendments to the design review manual and we have met with staff as well in an effort to address our concerns.

Last year the entire community celebrated its new Harbor Ridge Middle School after many years of hard work by everyone. The parents and teachers have praised the new facility and most importantly, the students are excited about their school! The District intends to complete that project by replacing the old gym and classroom wing on the west side of the building that we were not able to do in the first phase. There are portions of the proposed amendments to the Design Review Manual, however, that pose serious challenges for the project.

We appreciate the goals of the City in adopting the revised manual and we will continue to work with you and staff to achieve our mutual goals based on the partnership we developed in the first phase. The purpose of this letter is to ask you to direct staff in resolving these issues prior to your adoption of the proposed Design Review Manual amendments.

- Harbor Ridge is located in the Public Institution District and therefore subject to a 35' height limitation. We propose adding an exception to allow lifting the height restriction to 55' for city buildings and public schools.
- Harbor Ridge Middle School is also located in the "Height Restriction Area" and as such will be severely limited by the new method of calculating height and the 16' foot maximum. Even with the allowance of up to 27' façade height on the lower portion of the site, Phase II could not match the existing architecture and the function of the new physical education space would be limited. We propose



Mayor Wilbert and City Council members

11/8/04

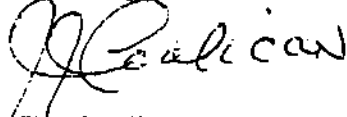
Page 2 of 2

an exception for city buildings and public schools in the Public Institution District as set forth above.

Institutional buildings in general and school buildings in particular not only serve the broader community, they also define it. In addition to educating our children, schools are often the focal point of a community contributing to its social activity, its history and its physical profile. Schools are unique in the sense of land use regulation because they tend to be located, appropriately, in the residential areas they serve, yet they cannot function on the same scale as residential structures. The proposed Design Review Manual amendments do not recognize the unique nature of schools and in the process limits the ability of schools to most efficiently and effectively serve the community.

Thank you for your time and consideration.

Sincerely,



Jim Coolican  
Superintendent



Jill Johnson  
Peninsula School Board President

Co: Marcia E. Harris, Deputy Superintendent  
Mark Hoppen, City Manager  
John Vodopich, Community Development Director  
Jeff Greene, Greene-Gasaway  
Michael Kattermann, AHBL  
Peninsula School District School Board

**Vodopich, John**

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**From:** Vodopich, John  
**Sent:** Monday, November 08, 2004 7:43 AM  
**To:** 'Todd Lord'  
**Subject:** RE: Public hearing Monday evening

Attached is a link to the staff report that will be presented to Council tonight (<http://www.cityofgigharbor.net/html/11-8-04/Pierce%20County%202005%20Comp%20Plan%20Amendment%2011-8-04.pdf>). It is regarding the submission of an application to the County to request that the area be put in the City's Urban Growth Area, not for annexation to the City. Please let me know if you have any questions.

Sincerely,

John P. Vodopich, AICP  
Community Development Director  
City of Gig Harbor  
3510 Grandview Street  
Gig Harbor, WA 98335  
253-851-6170  
253-853-7597 Fax

-----Original Message-----

**From:** Todd Lord [mailto:wtlord@comcast.net]  
**Sent:** Friday, November 05, 2004 1:21 PM  
**To:** Vodopich, John  
**Subject:** Public hearing Monday evening

Hi, John,

My name is Todd Lord, with Reich Construction.

It is my understanding that there will be a hearing on the evening of the 8th regarding the annexation of the water tower property on Crescent Valley Road. Reich Construction is the purchaser of the property.

We would like a few minutes at the hearing to speak in FAVOR of the annexation . Could you please send me the information?

I appreciate your help,

Sincerely,

Todd Lord  
Reich Construction, Inc.  
253-202-3680