RESOLUTION NO. 2001-23

A RESOLUTION ADOPTING THE CITY OF BELLINGHAM MULTIFAMILY RESIDENTIAL DESIGN HANDBOOK .

WHEREAS, the need for a design review process to improve the design quality of multifamily housing has been recognized though the Visions for Bellingham process, the Urban Design Forum and the 1995 Comprehensive Plan; and,

WHEREAS, a proposal to adopt standards and implement a design review process for multifamily housing was developed through public workshops and focus group meetings; and,

WHEREAS, the Planning and Development Commission held public hearings on July 6, 2000, and February 8, 2001, on a proposed residential design review process and design guidelines and thereafter recommended approval of the Draft January 22, 2001 Revised Multifamily Residential Design Handbook with modifications listed in their February 8, 2001 Findings of Fact and Conclusions; and,

WHEREAS, the City Council held a public hearing on April 16, 2001, regarding the proposal; and,

WHEREAS, the attached Exhibit "A" consists of the Multifamily Residential Design Handbook as recommended by the Planning Commission;

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF BELLINGHAM:

That the attached City of Bellingham Multifamily Residential Design Handbook as represented in Exhibit "A" is hereby adopted for the purpose of establishing design standards for residential development under the design review process specified in BMC Title 20.

PASSED by the Council this 16TH day of JULY, 2001.

Leslie P. Lingdon
Council President

APPROVED by me this 26th day of July, 2001.

Mark Asmundson
Mayor

City of Bellingham
CITY ATTORNEY
210 Lottie Street
Bellingham, Washington 98225
Telephone (360) 676-6903

ATTEST: Christine Weinberg
Finance Director

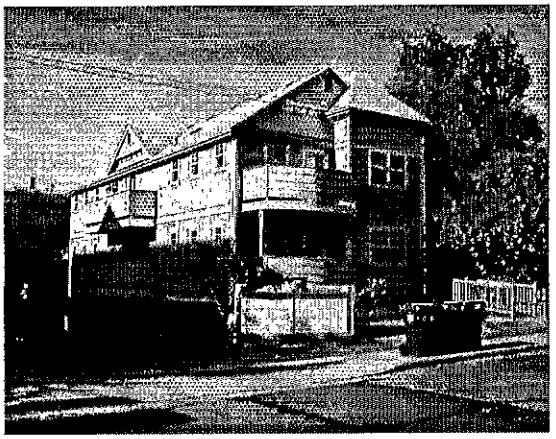
APPROVED AS TO FORM:

Joan Hoisington
Office of the City Attorney

City of Bellingham
CITY ATTORNEY
210 Lottie Street
Bellingham, Washington 98225
Telephone (360) 676-6903

EXHIBIT "A"

CITY OF BELLINGHAM



MULTIFAMILY RESIDENTIAL DESIGN HANDBOOK

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INTRODUCTION

Much of the multifamily residential development in our community has been composed of building types that have a poor level of compatibility with their surroundings—a "lack of fit." Buildings designed without respect to their location appear out of character in the context of an established neighborhood.

Opposition to multi-family housing based on its design and incompatible character has generated resistance to higher density housing in many parts of our community. We have learned that new multifamily residential development must be designed in a way that blends with and respects the character of its surroundings if neighborhoods are to accept higher densities. Construction in newly developing areas faces similar issues as areas with different housing types and densities are placed side by side. Concerns about neighborhood quality, safety and stability are shared among all neighborhoods. These concerns are reflected in the goals and policies of Bellingham's Comprehensive Plan, which call for a design review process for multifamily housing development.

Purpose

The purposes of multifamily residential design review are to:

1. Promote acceptance of new multifamily residential developments and infill housing through a commitment to good design and respect for the scale of existing neighborhoods.
2. Improve the living environment and design characteristics of Bellingham's multi-family housing.
3. Preserve and enhance the special qualities of existing neighborhoods and create attractive, safe and viable new neighborhoods.
4. Encourage creativity in site planning and architecture.
5. Maintain environmental quality through preservation of natural features and consolidation of open spaces.
6. Increase awareness of what constitutes good design and assist the applicant in achieving these objectives.

Applicability

Development requiring design review under Bellingham Municipal Code Section 20.25.020 A shall comply with the provisions of this handbook. Generally, the design criteria apply to multi-family and townhouse development of three or more units. They apply city-wide except in districts with specialized design standards such as the Fairhaven Design Review District, downtown or in Institutional districts.

How to Use the Handbook

These provisions are in addition to the regulations contained in the Land Use Development Ordinance. Where the provisions of this handbook conflict with provisions in the Land Use Development Ordinance or the Neighborhood Plan,

the regulations of the Land Use Development Ordinance and Neighborhood Plan shall apply.

Each project shall be required to comply with criteria set forth in the applicable **"Requirement"** statement at the beginning of each topic section. The **"Guidelines"** following each **Requirement** statement suggest ways to achieve the design intent. Each **Guideline** indicates the preferred conditions, but the Planning Director may consider other equal or better design solutions if these solutions meet the intent of the **Requirement.**

While alternative solutions can be proposed, none of the criteria in the **Requirement** statements can be disregarded unless the Director determines that the subject **Requirement** is not applicable to a specific project. (For example, the usable space design requirement is not applicable if usable space is not required and not provided.) If conflicts arise between two or more **Requirements** applied to a specific site, the Director may determine an appropriate level of compliance for each based on their relative priority at that location.

If the design standards have been insufficiently addressed, the Director may provide direction to assist the applicant in alterations to the design that would be consistent with the **Requirement** and if possible, with the applicant's objectives.

Review Process

The design review process is contained in BMC 20.25. Generally, the steps are:

- **Recommended pre-application conference with staff.** The purpose of the meeting is to explain submittal requirements, procedures and the design criteria as they apply to the proposal.

- **Pre-application neighborhood meeting.** Projects that include a SEPA environmental review or contain a "mixed use" require a pre-application neighborhood meeting conducted by the applicant. Required procedures for advertising and conducting the meeting are available at the Planning Department.

- **Application submittal and public notice.** When a complete application is submitted, the Planning Department will issue a public notice of application and comment period, if required.

- **Review and decision.** The Planning Department staff reviews the application and makes a recommendation. Environmental review and other required land use applications are usually reviewed at the same time. The Planning Director, or his/her designee, makes the decision on the application unless the applicant chooses to use a consolidated review process that specifies a different decision maker.

- **Appeal.** The Hearing Examiner decides any appeals of a decision by the Planning Director.

I. SITE DESIGN

A. Orientation

Requirement: Orient buildings to public streets and open spaces in a way that corresponds to the site's natural features and enhances the character of the street for pedestrians.

Guidelines:

1. In existing traditionally designed neighborhoods and in high density developments, buildings should be oriented to the street by some of the following methods:

   a. Setting the building back from the street a distance similar to those of other buildings in the block.

   b. Facing building entries so they are visible from the street.

   c. Connecting entries to the public sidewalk by walkways that do not go through parking lots.

   d. Fronting building entrances on courtyards that have a visible connection to the public street. This may be particularly appropriate when the fronting street is a major arterial.

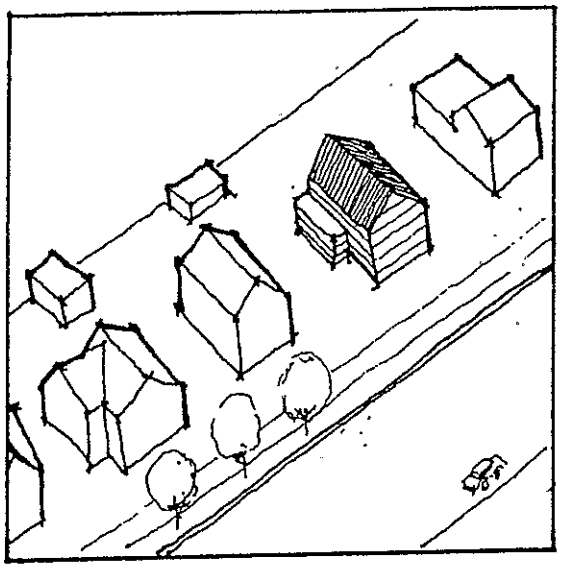
2. In other contexts buildings may be oriented to natural areas and common open space while including design elements that provide a clear pedestrian entry from the public street. This may be done by using measures such as:

   a. Clustering buildings around a consolidated open space with some buildings and entries oriented to the street.

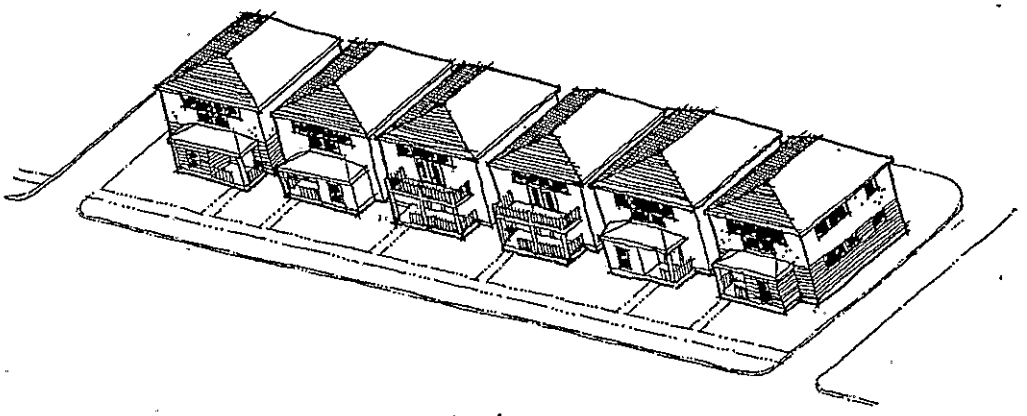
   b. Emphasizing the pedestrian entry to the site from the fronting street with landscaping, special paving, gateways, arbors and similar features.

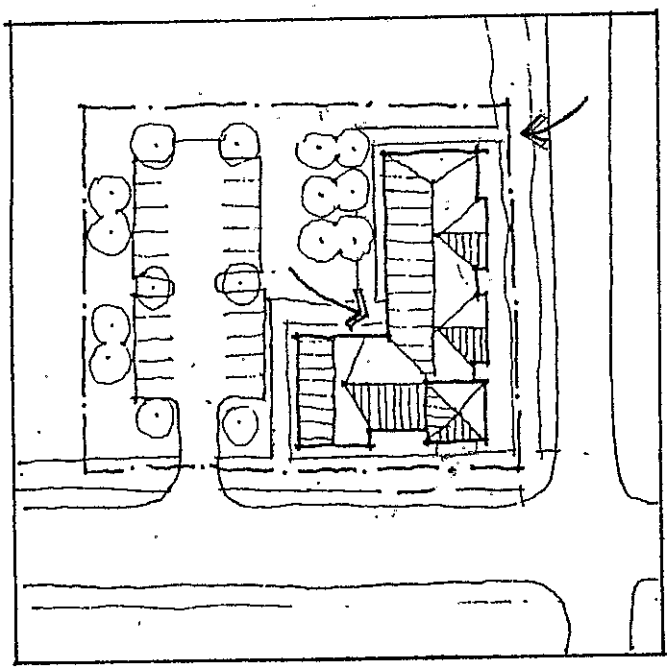
   c. Optimizing solar access by avoiding shadow casting on adjacent properties, orienting buildings toward the south or west and using deciduous trees to help shade in summer without blocking solar access in winter.

3. Provide a main pedestrian walkway from the street to building entries, as well as from the parking lot to the building.



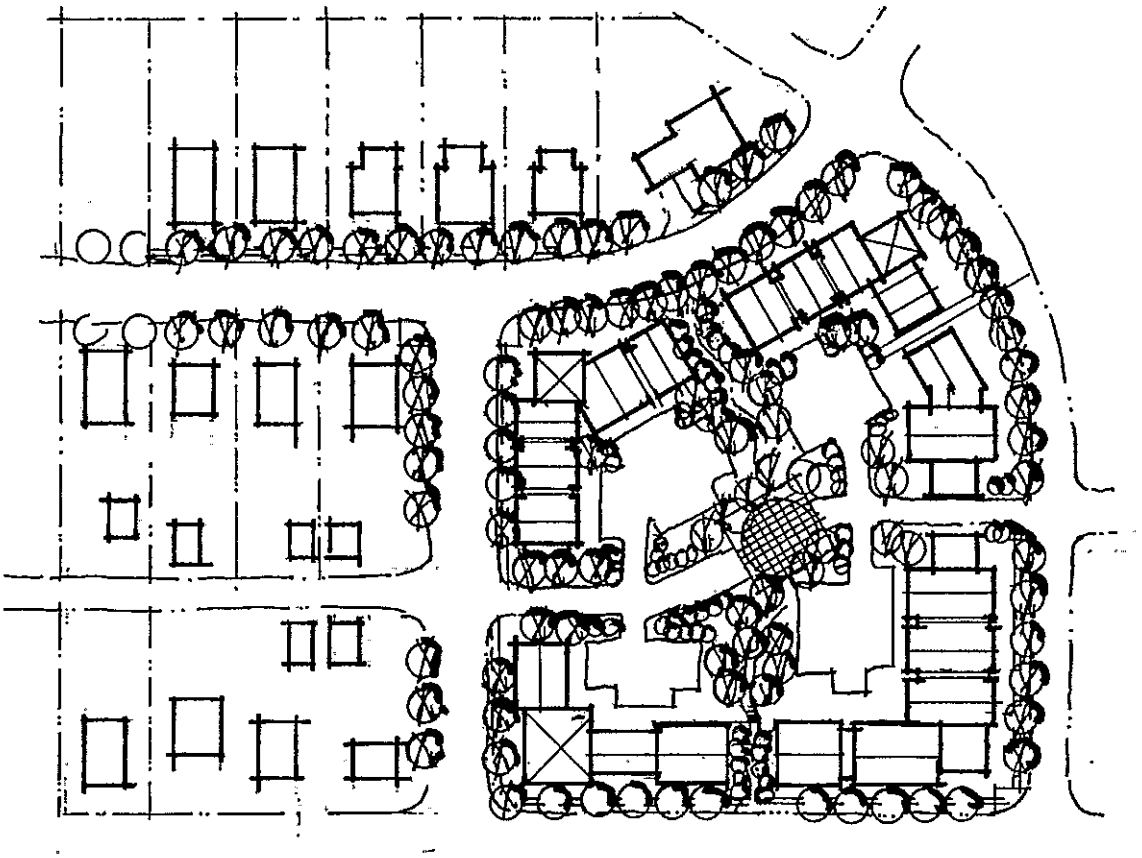
Buildings should be set back from the street a distance similar to other buildings on the block to reinforce the characteristics of the street.





Face entries so they are visible from the street and connect to the public sidewalk. These buildings also have rear parking and entries. See illustration on Page 16.

Provide walkways from the street to building entries as well as from the parking lot to entries.



This multifamily plan orients buildings to the street to better fit with the existing neighborhood.

B. Neighborhood Connections

Requirement: Provide functional pedestrian and vehicular connections to existing neighborhoods.

Guidelines:

1. Provide interconnected circulation systems by using such methods as

   a. Providing convenient pedestrian connections between the street, bus stops, buildings, parking areas and recreation areas.

   b. Using an interconnected street system within the project.

   c. Taking advantage of opportunities to connect pedestrian walkways, bicycle routes and/or access drives between developments.

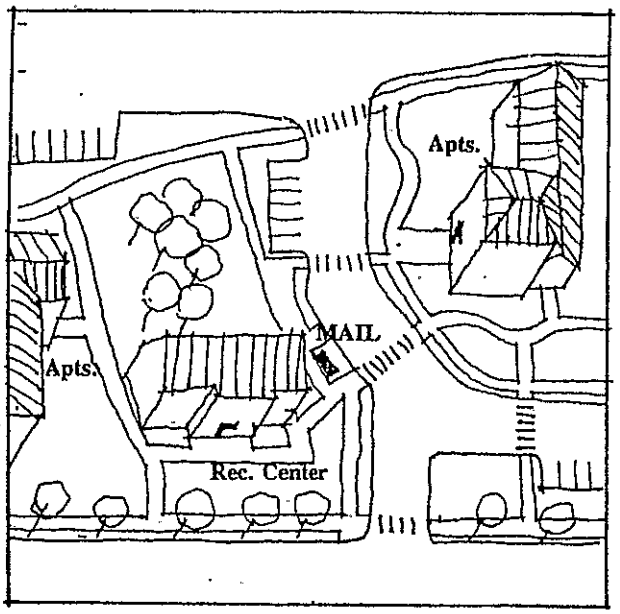
2. Design walkways to attract use. This may be accomplished by the following methods:

   a. When a walkway runs along a building, provide a landscaping buffer between the two.

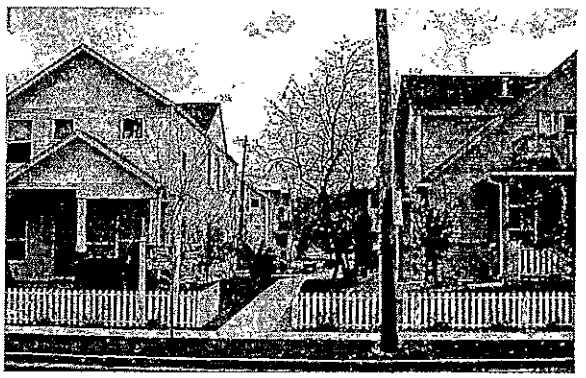
   b. Separate walkways from private patios by a fenced or landscaped screen.

   c. Locate walkways where they will be visible from actively used areas.

   d. Separate walkways from vehicle traffic. Avoid routing walkways from the street to the building entry through a parking lot. Use landscaping and/or different paving to provide separation.



Provide pedestrian connections within the site and to the public street.



Provide connections to public sidewalks.

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C. Parking Location and Design

Requirement: Minimize the impact of parking facilities on the fronting street, sidewalk and neighboring properties by designing and locating parking lots, carports, and garages so that they do not dominate the street front.

Guidelines:

1. The following mechanisms should be employed:

   a. Locate surface parking at rear or side of the lot;

   b. Break large parking lots into small ones in a way that provides easy access for pedestrians;

   c. Minimize the number and width of driveways and curb cuts;

   d. Share driveways with adjacent property owners when possible;

   e. Locate parking in areas that are less visible from the street;

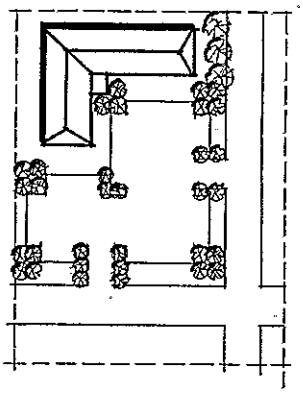
   f. Locate driveways and garage approaches so they are visually less dominant; and provide a low landscaped screen when they are visible from the street;

   g. Screen parking lots abutting single-family residences with landscaping and/or fencing; and

   h. Parking lots should only be located between the building and street when necessary due to physical limitations of the site.

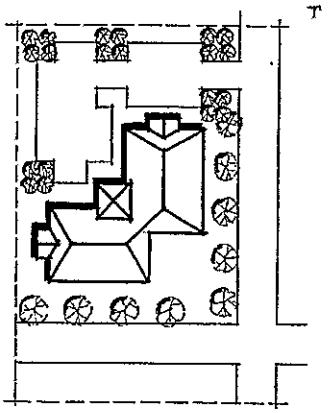
   i. Where allowed, use of pervious surfacing is encouraged.

2. Also see Building Design—Garages and Accessory Buildings.



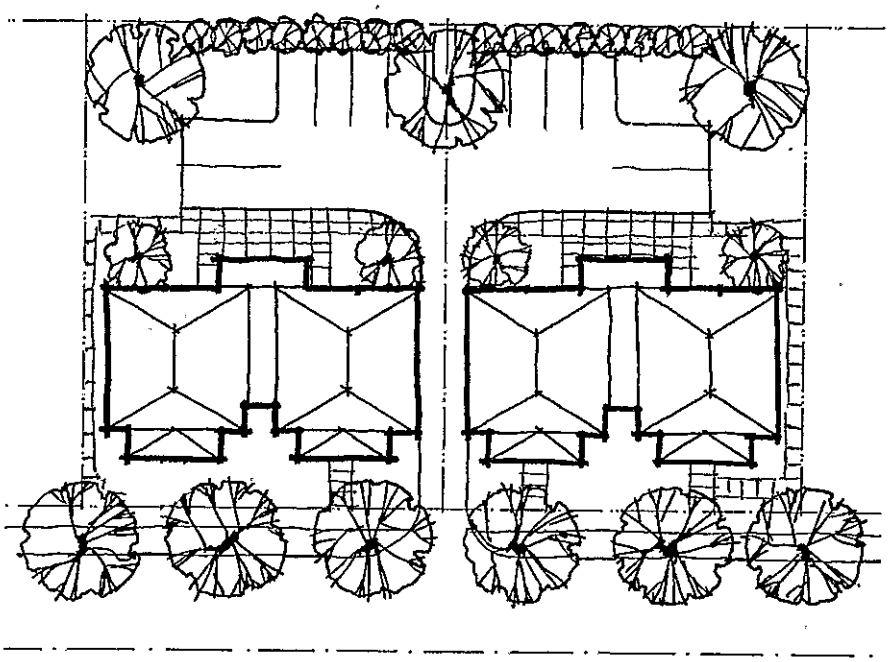
AVOID THIS CONDITION

Avoid locating parking in front, especially at a corner site.

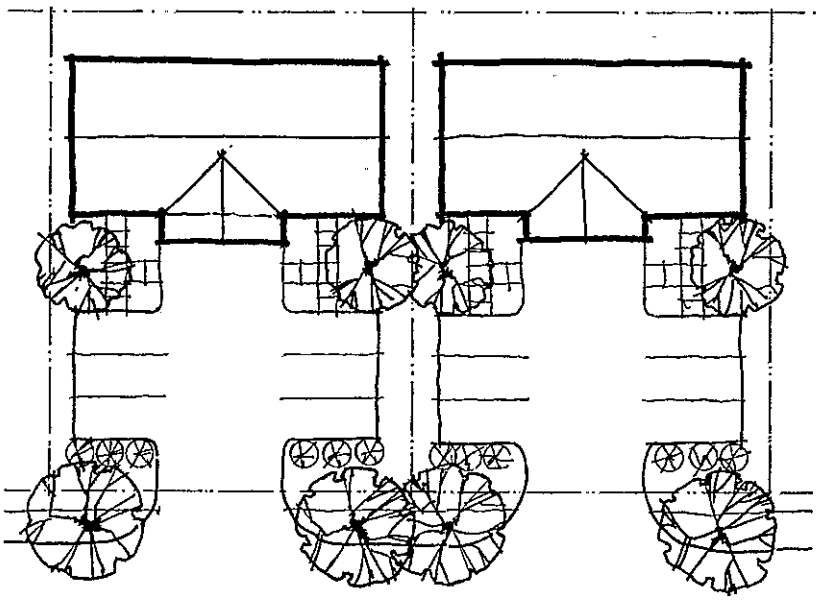


A BETTER ALTERNATIVE

Locate a building at the corner, with parking behind and to the side.



Parking should be located in the rear. Use shared driveways when possible.



AVOID THIS CONDITION -- Avoid parking in the front.

D. Clearing and Grading

Requirement: Preserve significant natural features whenever feasible and minimize changes to the natural topography.

Guidelines:

1. Site plans should incorporate the existing grades in the overall design of the project, including buildings.

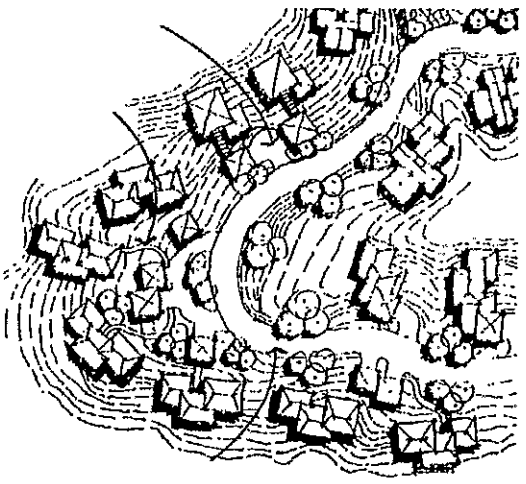
2. Areas of suitable existing trees and/or vegetation that can be preserved should be incorporated into the site plan. Provide measures such as temporary fencing to provide protection during construction.

3. Minimize the visual impacts of cut and fill by such measures as:

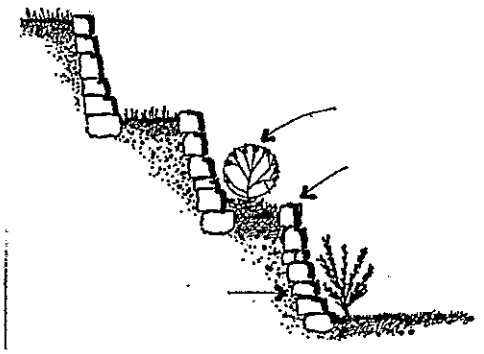
   a. Terracing parking lots rather than creating a long sloped lot.

   b. Divide large grade changes by a series of benches and terraces. Limit individual retaining walls to 5 feet in height whenever feasible.

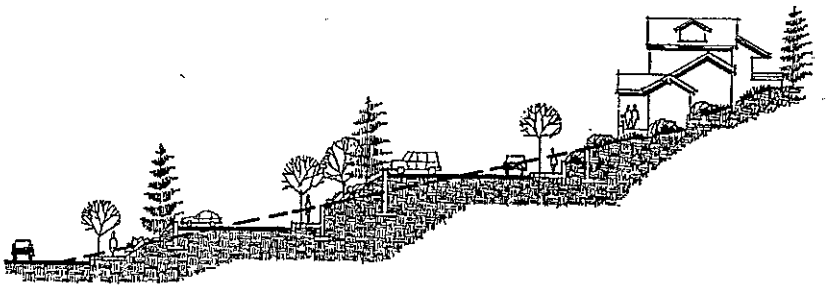
   c. Use a stable slope of not more than 2 horizontal to 1 vertical rather than a retaining wall when possible.



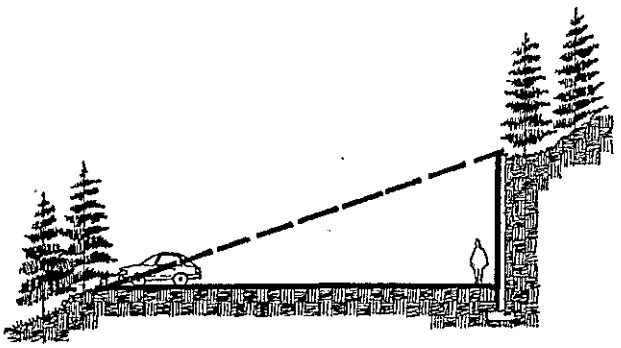
Design the site to follow the existing contours.



Retaining walls should be terraced and limited to 5 feet in height whenever feasible.



Terrace development on a slope to reduce retaining wall heights and minimize the visual affects of cut and fill.



AVOID THIS CONDITION

An excessive hillside cut and a resulting tall retaining wall.

E. Fences and Walls Adjacent to Streets

Requirement: When using fences or walls, use designs and materials that will maintain a pedestrian scale along streets or public walkways.

Guidelines:

Some ways to maintain a pedestrian scale along the street when fences are installed include:

1. Employing small setbacks, indentations, stepped fence heights, or other means of breaking up the wall or fence surface and height.

2. Employing different textures, colors, or materials (including landscape materials) to break up the wall's surface.

3. Providing a horizontal trellis or other pedestrian oriented feature that breaks up the size of the blank wall's surface and adds visual interest.

4. Limiting the height of the wall or fence to 4 feet.

5. Using non-solid fencing that allows views into the site, but avoid the use of chain link fencing along streets.

AVOID THIS CONDITION

Avoid the use of tall, solid, blank-looking fencing on sides facing streets and sidewalks.

A BETTER ALTERNATIVE

Using a combination of vegetation and open fencing is one way to provide privacy and maintain a pedestrian scale along the street.

F. Open Space and Recreational Area

Requirement: Locate and design useable space to encourage its use for leisure or recreational activities.

Guidelines:

1. Where possible, combine the open space of contiguous properties to provide for larger open space areas.

2. Permanent outdoor recreation equipment should not be sited within storm drainage facilities. Children's play equipment should be located away from the stormwater pond.

3. Children's play areas should be clearly visible from dwellings on the site.

4. Walkways should connect the usable space and recreation facilities to the multifamily buildings.

5. Incorporate a variety of activities for all resident age groups which may include some of the following:

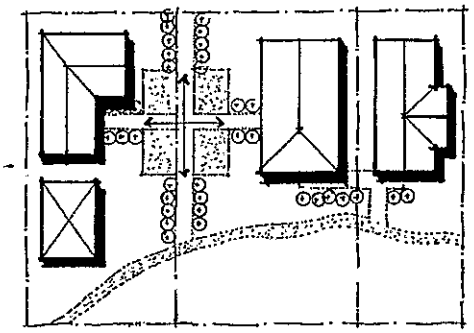
   Picnicking
   Park benches
   Swimming
   Recreation buildings
   Tennis
   Basketball
   Softball
   Jogging,
   Jungle Gym/Big Toy/Sand lot

6. Buffer common useable space from ground floor windows, streets, service areas and parking lots with landscaping and/or fencing.

7. The boundaries of private useable space should be clearly defined by a fence, wall, hedge, planting bed or railing. Visually buffer the space from adjacent walkways and parking areas. It should be directly accessible from an individual unit.

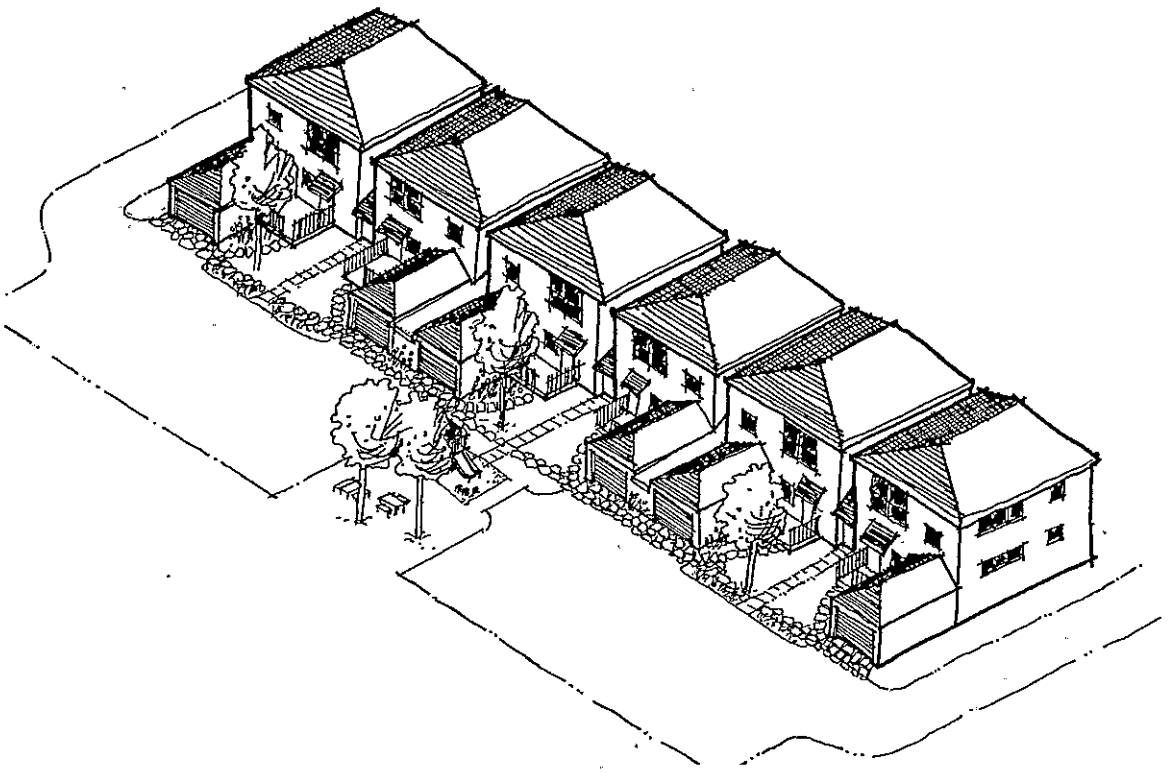
8. Orient outdoor spaces to receive sunlight whenever possible.

Play areas should be visible from dwelling units.



Use a common open space to connect buildings within a site.

Private balconies or decks accessible from only one unit provide private usable space.



Define useable space areas with landscaping and site amenities. These rear yards provide functional space.

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G. Mailboxes, Site Lighting, Bus Stops

Requirement: Locate and design functions such as mail boxes and bus stops to promote ease of use and safety. Provide lighting adequate for the function without creating excessive glare or light levels.

Guidelines:

1. Mail Boxes

   Mailboxes and their locations must be approved by the U.S. Postal Service. The architectural character of shelters should be similar in form, materials and color to the surrounding buildings. Mail boxes locations should be well lighted and pedestrian accessible.

2. Site Lighting

   a. Low intensity lighting should be provided for entries, walkways, parking lots and trash enclosures.

   b. Parking lot lights should generally be no more than 18 feet in height and walkway lighting should be indirect or should be at a pedestrian scale of no more than 10 feet in height.

   c. Lighting should be directed away from the sky, dwellings and neighboring development. When using floodlights or security lighting, shield the source of light to reduce glare.

   d. Lights mounted on buildings should not extend above the wall.

   e. Internally lighted translucent awnings should not be used.

3. Bus Stops

   The developer should consult with Whatcom Transit Authority to determine whether the site is, will, or could be served by transit, and with the school district to see whether it is served by school bus. If the site is located on an existing or future transit or school bus route, the multifamily walkway network should provide convenient pedestrian access to the nearest transit stop.

H. Trash and Recycling Storage

Requirement: Provide adequate screening for trash and recycling facilities associated with multifamily developments.

Guidelines:

Most of the following should apply to all projects:

1. Support areas should be located adjacent to parking areas and away from the street and project entry whenever possible.

2. Screen view of the storage area from the street and outdoor recreation areas by using a wall or fence enclosure.

3. When a walk-in enclosure is provided, it should allow visibility into the storage space by people approaching the entry.

4. Landscaping should be used to help screen views of storage areas.

5. Materials should be durable and coordinated with the project design.

This enclosure screens the storage area while allowing visibility into the space.

I. Landscape Design – Overall Project

Requirement: Provide landscaping that is in scale with the buildings and spaces, and compliments the function of the space.

Guidelines:

1. Landscape enhancement of the site should include some of the approaches or features listed below:

   a. Screen blank walls and terrace retaining walls.
   b. Install larger nursery stock-- trees or shrubs that are more mature-- to achieve quicker results.
   c. Provide a framework such as a trellis or arbor for plants to grow on.
   d. Incorporate a planter guard or low planter wall as part of the architecture.
   e. Landscape open areas created by building modulation.
   f. Incorporate upper story planter boxes or roof plants.
   g. Include a special feature such as a courtyard, fountain or pool at a "common" area for the residents.
   h. Emphasize entries with special planting in conjunction with decorative paving and/or lighting.
   i. Minimize tree removal.
   j. Retain natural greenbelt vegetation that contributes to greenbelt preservation.
   k. If a street has uniform planting of street trees, or a distinctive species, plant street trees that match the planting spacing or species.
   l. When many lots on a block feature similar landscape material, emphasis on these materials will help a new project fit into the local context.
   m. Use plants that require low amounts of water, chemicals and fertilizers.

2. Plan for the mature size of trees and major shrubs to avoid interference with windows, decks or lighting. Plant street trees in the planting strips in the street right of way if the street is fully improved and the space is available.

3. Use landscaping to screen between less compatible site functions.

4. Use landscaping to define outdoor areas.

5. Provide landscaping between buildings and sidewalks/parking areas.

J. Landscape Design – Parking Areas

Requirement: Use landscaping to help define, break up, and screen parking areas.

Guidelines:

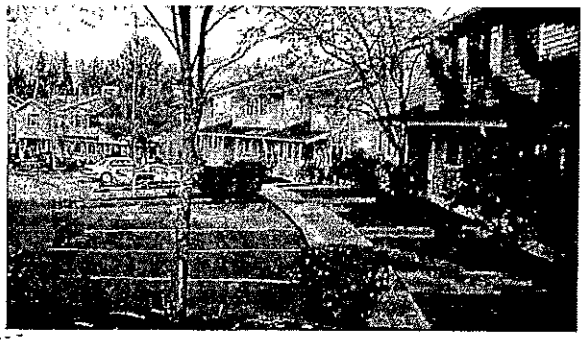
Most of the following should apply to all projects:

1. Install canopy trees within parking areas. There should be no more than 8 parking spaces in a row without a landscape bed containing a tree and shrubs or ground cover.

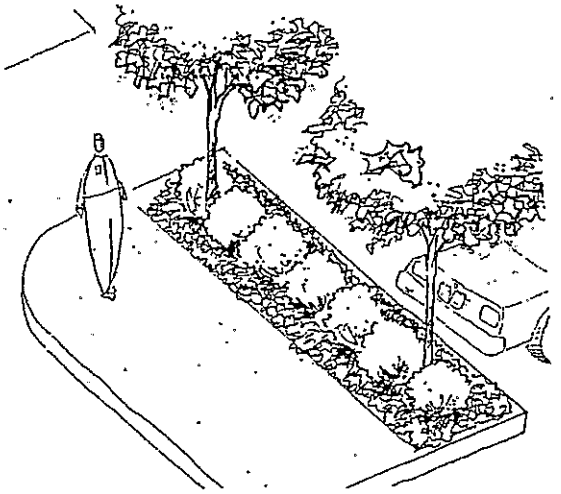
2. Screen parking from adjacent developments. Provide low screening along driveways and parking areas where they border a street.

3. Wheel stops, curbs or walkways should be used to protect landscaping from vehicles.

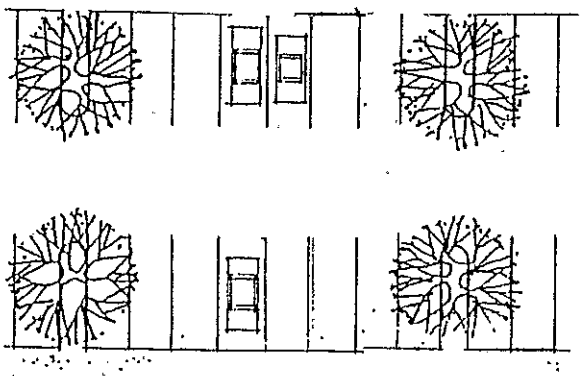
4. Provide landscaping between buildings and sidewalks/parking areas.



Landscaping helps transition from parking areas to the building.



Provide a low screen in the yard if sections of parking or maneuvering areas are adjacent to a street.



Separate approximately every 8 parking spaces with landscaping.

K. Signs

Requirement: Minimize the amount of signage needed to identify the multifamily development.

Guidelines:

1. Internal directional signs showing the building locations and building numbers are encouraged for relatively large projects with multiple buildings.

2. Choose materials for the signs that are used in the architectural details of the buildings. When sign lighting is proposed, use indirect lighting.

3. The scale of signs should be in proportion to the building and the site.

4. When a free standing sign is used, it should be a low, monument sign.

L. Sidewalk Design

Requirement: Design sidewalks to be consistent with the existing or proposed street design for the subject area.

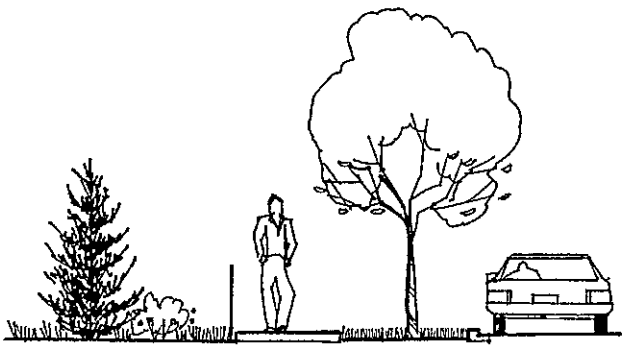
Guidelines:

1. Where new sidewalks are to be installed, they should be similar in design to the existing sidewalks in the neighborhood or the standards in the neighborhood plan. For example, if a setback sidewalk exists, extensions and replacements should match.

2. If a new sidewalk is to be installed, it should "meander" around any existing, mature trees, when feasible.

3. Sidewalk design must comply with City standards available through the Public Works Dept.

4. Landscape the planting strip in the street right of way abutting the site. The landscaping in a planting strip should complement that of traditional ones in the neighborhood. Avoid the use of concrete, gravel and/or rock in these areas. A minimum of 70% of the area of a planting strip should be plant material.



Set sidewalks back from the curb and install street trees in the planting strip to match existing sidewalk patterns or neighborhood street design standards.

M. Site Drainage

Requirement: When open storm water facilities are proposed to be located on the site, minimize negative impacts on natural site features and incorporate them into the overall landscape scheme.

Guidelines:

1. Some ways to do this include:

   a. Enhance a natural drainage way and incorporate it into the drainage scheme of the site when consistent with environmental policies.

   b. Use native grasses, rocks and plant materials to line swales and pond edges when plantings will not interfere with the function.

   c. Use ponds with side slopes of 3:1 or less to minimize the need for fencing.

2. Place these facilities where they will not conflict with other site requirements such as plantings for parking lot screening.

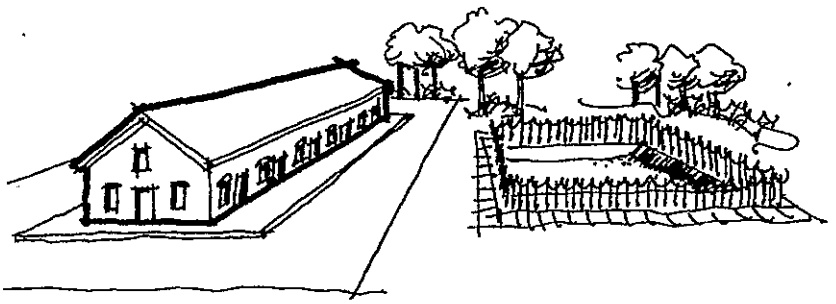
3. If a fence or wall is needed for a facility, design it as a site amenity.

   a. When space is limited or topography requires the use of a masonry wall, use a textured surface and incorporate plant materials that will drape over and soften the appearance of the structure.

   b. See topography section for retaining wall design. An exposed concrete wall without texture and detail is inappropriate.

   c. When a fence is needed around the perimeter of the pond, avoid the use of solid board or chain link fence with slats. A dark vinyl coated chain link fence or similar fence that will allow vegetation to grow through it, should be incorporated into the landscape scheme. Allow for some visibility into the pond area for safe management.

Enhance natural drainage ways and wetlands by using native vegetation and incorporating them into the site's open space.



AVOID THIS CONDITION

Design surface storm water facilities as a site amenity.

II. BUILDING DESIGN

A. Neighborhood Scale

Requirement: The scale of those portions of the building facing an existing developed neighborhood shall conform to the scale established in the neighborhood or the scale identified for the district.

Guidelines:

1. Use house size building elements when locating a multi-family project within or adjacent to a neighborhood predominantly developed with, or zoned for, single family homes or duplexes by using any of the following methods:

   a. Placing 1 and 2 story units adjacent to existing 1story houses and 2 and 3 story units adjacent to existing 2 story houses.

   b. Using wall modulation and articulation to break a building into smaller sections that are similar in scale to the adjacent neighborhood buildings both in terms of height and width.

   c. Arrange and orient the building elements to appear similar in mass and scale to larger single family houses in the neighborhood.

2. This requirement is applicable to infill multifamily housing where the neighborhood context is clearly defined by existing development or where the project is adjacent to a single family or duplex district. This provision will generally be less applicable if the neighborhood plan land use classification anticipates major redevelopment of the surrounding district to a significantly higher density and greater development scale.

Stepping down the height of a building section and using smaller repeating elements such a entry porches help large buildings fit better with adjacent single family neighborhoods.

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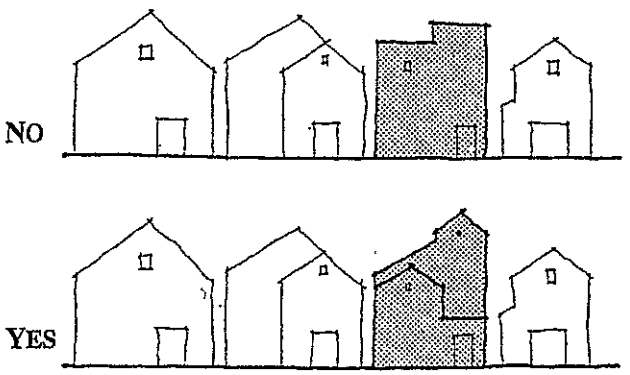
B. Neighborhood Compatibility

Requirement: New buildings should reflect some of the architectural character of surrounding buildings when locating in a neighborhood where the existing context is well defined.

Guidelines:

1. Use some of the following elements:
    a. Similar proportions and roof forms
    b. Similar architectural style and materials
    c. Similar patterns and proportions of windows
    d. Similar entry configuration
    e. Similar architectural details or features
2. Employ design guidelines contained in the Neighborhood Plan.



Using similar rooflines is one way to achieve better compatibility.

C. Privacy

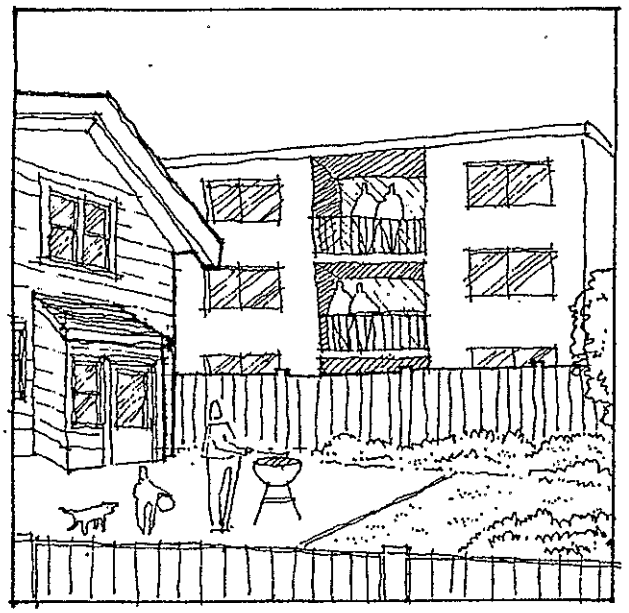
Requirement: Orient buildings to provide for privacy, to the extent practical, both within the project and for adjacent residential uses.

Guidelines:

1. Locate windows so residents from one unit cannot look directly into another unit.

2. Arrange parking areas, common recreation areas and walkways away from ground floor windows and patios or provide landscape screening between these features.

3. Separate decks and patios with fencing, walls or screens.



AVOID THIS CONDITION Inappropriate siting and design of large buildings can reduce the privacy of adjacent homes.

D. Façade and Articulation

Requirement: Use architectural features that break up blank, flat walls and roofs and give the building a human scale.

Explanation: "Human scale" means that the elements of a building and other site features are proportioned and detailed to convey a scale that is comfortable for pedestrians and provides visual interest. Conventionally sized and detailed features such as windows, porches and doors; and variation in textures and wall lines can reduce the perceived mass of a building and give it a human scale.

Guidelines:

1. Divide a building into modules by using articulation or modulation at least every 30 feet. Use a common, unifying design theme throughout the building and project but do not repeat the same pattern of architectural elements for more than 4 consecutive modules. Ways to do this include:

    a. Step the building wall back or forward at least 4 feet and change the roof shape or step the ridge line to correspond to the wall change.

    b. Change several of the architectural elements for the width of the module, such as primary siding material, decks, windows and entry designs.

    c. Break up the roof line and wall heights by use of dormers, gables and similar variations. When flat roofs are used, add architectural detail such as a cornice or fascia and modulation to reduce the perceived mass of the walls.

2. Incorporate architectural details that will provide visual interest at a human scale. This may be done by using features such as:

    a. A one-story porch at entrances

    b. Windows and doors that are sized and spaced in a manner similar to those used in single family homes

    c. Decorative details such as columns, bay windows, dormers, multi-lite windows, trim or moldings to articulate the building façade.

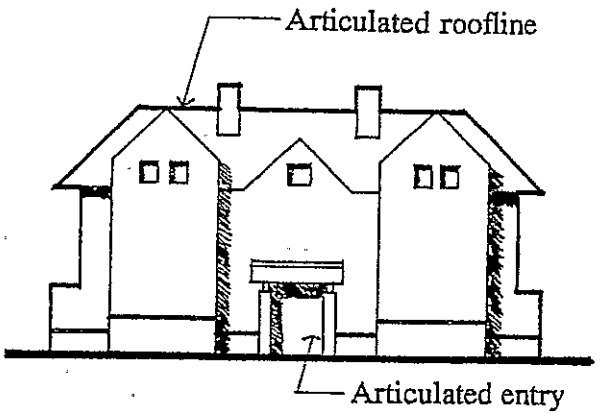
    d. Roof details like brackets, wide (12 inch or more) cornices and wide (16 inches or more) overhangs.

    e. Material and/or color variations that coordinate with changes in the building modules and differentiate ground floors from upper floors.

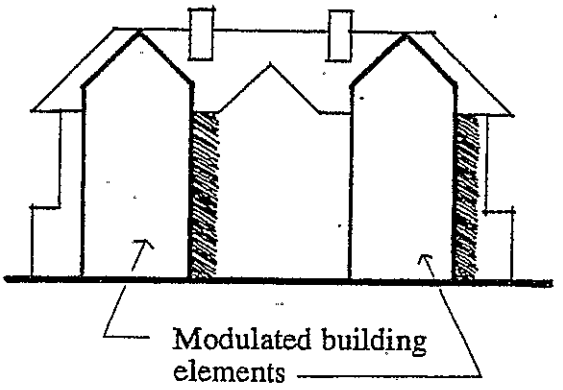
3. Avoid under-building parking garage walls that directly front a public street. Provide leasable, occupied space between parking garage walls and the sidewalk. Where this cannot be accomplished, use substantial landscape screening.

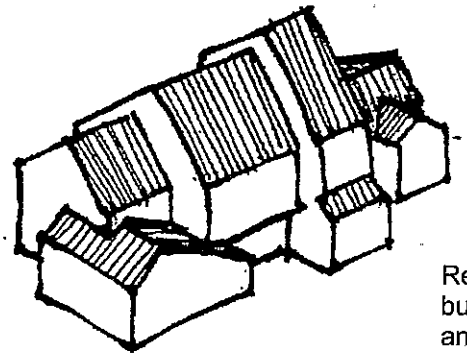
Definitions:

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

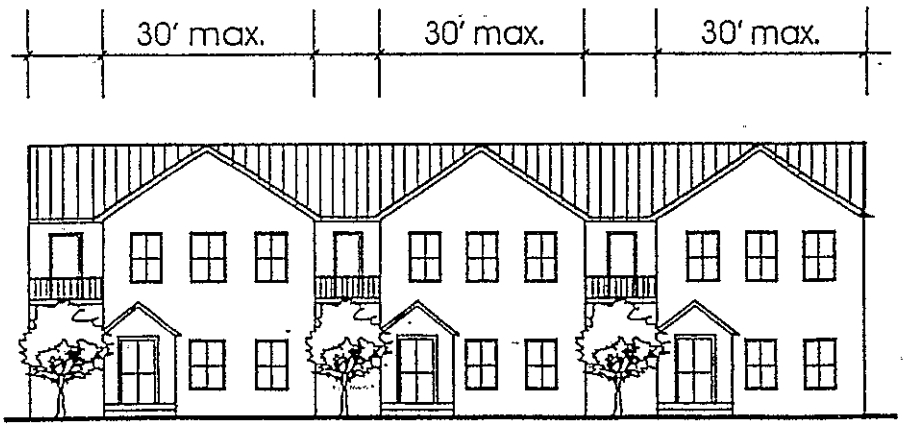


Modulation is a measured offset or setback in a building's face.



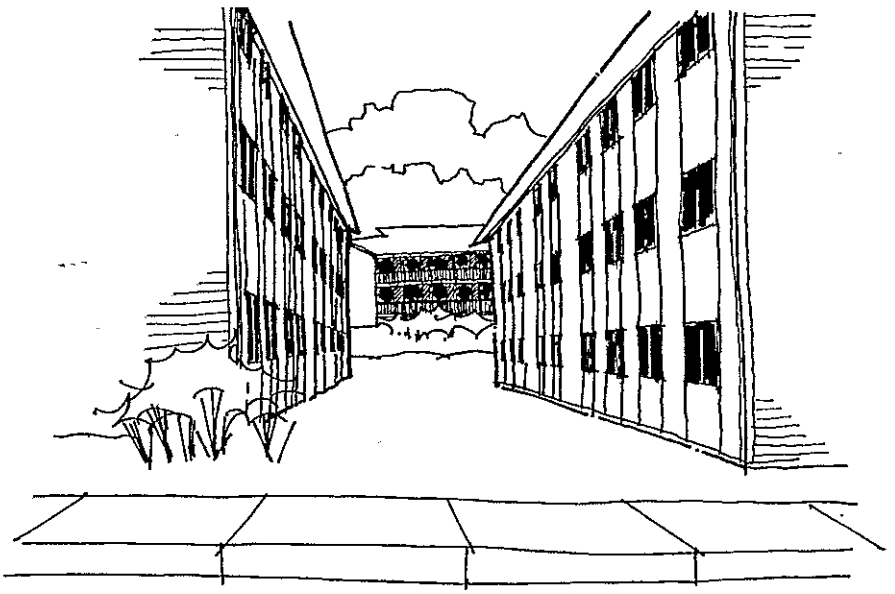


Reduce the apparent size of a building by using modulation and articulation.



A change in articulation or modulation at 30 foot intervals is a good way to give a large building a more human scale.

Patterns of building details such as windows, trims and decks provide articulation. Variations in wall and building line provide modulation.



AVOID THIS CONDITION -- Large expanses of unbroken multi-story facades.

E. Windows

Requirement: Provide articulation of the building facade by using well-proportioned and spaced windows.

Guidelines:

1. Use a wall to window ratio that is appropriate for the articulation of the building and window detailing that is similar to that which is customarily seen in residential buildings. This may be done by including features such as:

    a. Vertically proportioned windows

    b. Divided windows

    c. Bay or boxed windows

    d. Window trim in addition to the window frame

F. Building Foundations

Requirement: Design a building foundation to blend visually with the site.

Guidelines:

1. Step the foundation to follow site contours or set the building into the grade to hide the cut.

2. Minimize the visibility of foundation walls by:

   a. Minimizing the height of the exposed unfinished foundation.

   b. Using a finish material on foundation walls that will complement the siding such as a colored or scored concrete or stone.

   c. Where more than 2 vertical feet of exposed foundation will be exposed, use landscaping of a sufficient size, specie and spacing to cover it.

G. Entries

Requirement: Clearly define the main entrance of a building, orient it to a pedestrian walkway and enhance safety through lighting and visibility.

Guidelines:

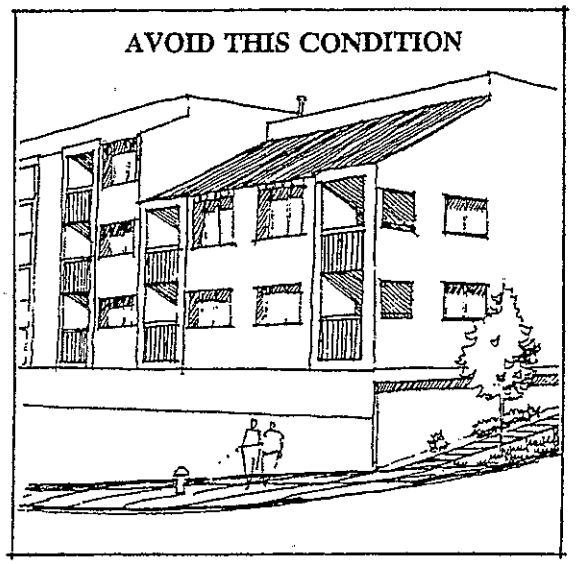
1. Provide distinctive architectural elements, such as a covered porch, to emphasize and shelter entries.

2. Building entrances should be visible from the street or interior driveway and accessed from the public street by a paved and well lit walkway separated from the parking lot.

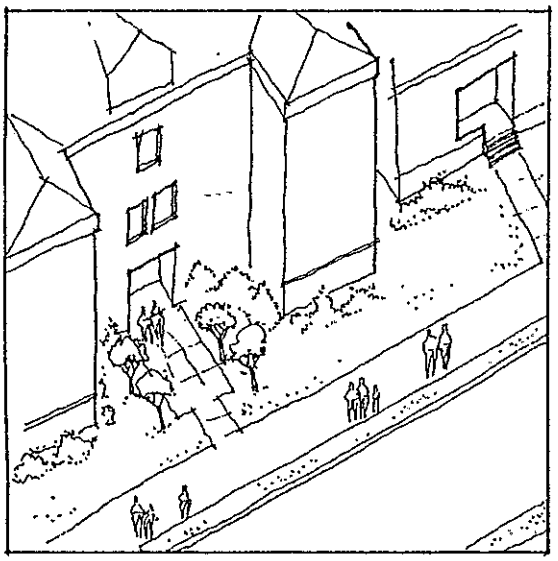
3. Maintain a transition from the public walkway to the door by use of porches, entry decks, landscaping or similar features.

4. Avoid hidden corridors or stairways.

Use landscaping, walkways and sheltered porches to transition from public spaces to private spaces.



Lack of clear entries on the street can create an unfriendly streetscape.



Clear entries to the sidewalk encourage pedestrian circulation.

H. Building Materials

Requirement: Use durable exterior finish materials that provide visual detail, reduce the perceived scale of the building through texture or pattern and appear similar to those used in the neighborhood.

Guidelines:

1. Use durable materials such as:

   a. Clear, stained or painted horizontal or vertical siding in wood or synthetic materials such as vinyl or composites

   b. Shingles

   c. Brick

   d. Stone or faux stone

   e. Stucco

   f. Stucco-like exterior finishes, used in small modules

   g. Ceramic or terra cotta tile

2. Plywood and T1-11 siding is generally not acceptable unless architecturally trimmed with batten or similar treatments

3. Coordinate materials and colors with the modulation and articulation of the building's architecture.

I. Garages and Accessory Buildings

Requirement: Design garages and carports in a way that does not dominate the streetscape or obscure building entries. Accessory buildings shall be subordinate in scale to the main buildings.

Guidelines:

1. Garages should be located with direct maneuvering on an alley, or with rear or side yard access when possible.

2. When individual garage doors face the public street (e.g. townhouse triplex or fourplex) some of the following methods should be used:

   a. Recess the garage behind the front façade of the building.
   b. If the garage is not recessed, minimize the amount of extension beyond the front façade of the building while providing some architectural detail such as a small roof overhang or decorative doors.
   c. Limit the garage wall to 50 percent of the front façade area (including upper floors) and provide windows within the front façade of the building.

3. Driveways should be as narrow as possible and shared where possible to minimize disruption of the sidewalk and planting strip by curb cuts.

4. The building entrance should not be obscured by a garage.

5. Detached garages and carports should not exceed 56 feet in length and garages should be modulated horizontally or vertically by at least 2 feet for every 28 feet in length.

6. Garage walls that face the street should appear to contain habitable space through use of windows or other elements consistent with the design of the building.

J. Additions to Existing Structures or Sites with Existing Buildings

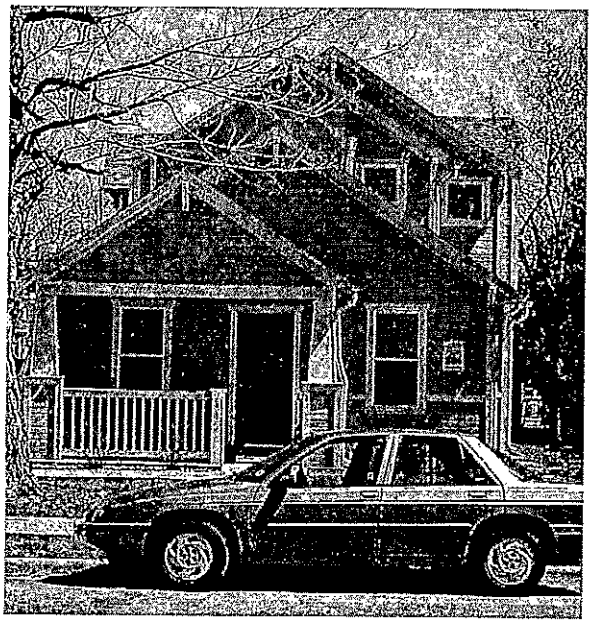
Requirement: When retaining existing structures, incorporate them into a project in a way that preserves their integrity and contributes to a desirable neighborhood character.

Guidelines:

1. When additions are proposed to an existing building, the same materials and architectural style should be used for the entire building.

2. Maintain some private yard space for an existing single family residential building when other buildings are added to the lot.

3. Also see Neighborhood Compatibility and Privacy sections.



This addition maintains the character of the existing house by maintaining the front façade and using the same materials and architectural style.