

Lake Forest Park City Council

Agenda Cover Sheet

Meeting Date 11/12/2020

Title Public Hearing for Town Center Code Update – Continued Review of Draft Amendments to Planning Commission Recommendations

Item Type

- | | |
|----------------------------------------------------|--------------------------------------------------------------|
| <input type="checkbox"/> Work Session | <input checked="" type="checkbox"/> Ordinances & Resolutions |
| <input type="checkbox"/> Proclamation | <input checked="" type="checkbox"/> Introduction/Referral |
| <input type="checkbox"/> Special Presentation | <input checked="" type="checkbox"/> Council Discussion |
| <input checked="" type="checkbox"/> Public Hearing | <input type="checkbox"/> Action |
| <input type="checkbox"/> Consent Calendar | <input type="checkbox"/> Council Discussion/Action |
| <input type="checkbox"/> Final Confirmation | |

Originating Department Planning & Building

Contact Person Steve Bennett, Planning Director and Kim Adams Pratt, City Attorney

Legislative History

- Council Discussion – Special Committee of the Whole Meeting June 1, 2020
- Council Discussion – Council Work Session June 11, 2020
- Council Discussion – Committee of the Whole Meeting June 22, 2020
- Council Discussion – Council Work Session July 9, 2020
- Council Discussion – Committee of the Whole Meeting July 20, 2020
- Council Discussion – Committee of the Whole Meeting August 10, 2020
- Council Discussion – Council Work Session September 10, 2020
- Council Discussion – Committee of the Whole Meeting September 21, 2020
- Council Discussion – Council Work Session October 8, 2020
- Council Discussion – Committee of the Whole Meeting October 19, 2020
- Council Discussion – Council Work Session November 12, 2020

Attachments:

1. Council draft revisions to Planning Commission 4/14/2020 recommended Town Center Code Update in track changes mode with explanatory/discussion comments
2. Revised Draft Parking Structure Design Guidelines reflecting June 2020 Council discussions
3. Text-only version of Revised Draft Parking Structure Design Guidelines with draft edits intended to reflect June 2020 Council discussions in track changes format

Executive Summary

The Lake Forest Park City Council has been reviewing proposed amendments to the Lake Forest Park Municipal Code (LFPMC) code pertaining to the Town Center zone recommended by the City's Planning Commission in April 2020. Most of the amendments are intended to govern parking structures such as the one that is being planned by Sound Transit for the Town Center site as part of the implementation of the Sound Transit 3 (ST3) high capacity transit system expansion approved by the voters in November 2016. The City Council is reviewing code amendments to address, among other things, the overall height, mass, and setbacks for structures that are primarily intended to provide long-term parking for transit riders. Other amendments pertain to all development in the Town Center zone.

The public hearing is intended primarily to provide an opportunity for public testimony regarding draft code amendments and alternatives to same on the following topics:

- **LFPMC 18.42.090 Freestanding parking structure** – setbacks, façade alignment, footprint, base height, bonus height, exceptions to base height and bonus height, pedestrian access and safety, parking decks, parking ramps, stall dimensions, bicycle use, elevators and stairwells, lighting, signage, mixed use development, and public benefits.
- **LFPMC 18.42.100 Town Center design guidelines** – guidelines for freestanding parking structures to blend with other nearby buildings, integrate public use and explore new building technologies, ground floor active use, stairwells and elevators as architectural features.
- **LFPMC 18.42.110 Administration** – new processing procedures for Design Review in the Town Center zone.
- **LFPMC 18.42.170 Development Agreement use in Town Center** - provisions in Chapter 18.42 LFPMC that may not be amended by a Development Agreement.
- **Chapter 18.72 LFPMC Development Agreement** - inclusion of general development agreement provisions including terms and conditions, a requirement for a public hearing, amendments, consistency and flexibility, and police powers.
- **Chapter 2.41 LFPMC- Design Review Board** - the creation of a Design Review Board to review and make recommendations regarding Major and Minor Town Center Design Review applications.

Council discussions have led to draft code changes addressing the following issues: changing guidelines to 'shalls' that had been 'shoulds' and articulating some of the guidelines with more details; creating a non-voting Council liaison for the Design Review Board; adding provisions and definitions regarding electric vehicle charging stations; limitations on commercial uses; clarification of parking structure height limitations; clarifying bicycle storage provisions; adding pedestrian safety and security provisions; clarification of the types of proposals that require Major or Minor Town Center Design Review and activities that are exempt from Design Review; and potential options for

Council involvement in the review or appeal of larger mixed-use proposal for Town Center redevelopment.

As of the October 19 Committee of the Whole meeting, the Council has completed a second review of the proposed changes to the Town Center regulations. Attachment 1 is an updated version of the Council draft revisions to Planning Commission 4/14/2020 recommended Town Center Code Update. For three issues, this draft provides multiple options for review and comment. For Council-involvement in the application process, Option 1 (development agreement) is in 18.42.022, Option 2 (decision maker) is in 18.42.110.C, and Option 3 (hear appeals) is in 18.42.110.F. For freestanding garage building façade alignment, Options A and B are in 18.42.090.A(2); and for freestanding garage building footprint, Options A and B are in 18.42.090.A(3).

Attachment 2 is the Revised Draft Parking Structure Design Guidelines reflecting June 2020 Council discussions. Attachment 3 is the text only version of Revised Draft Parking Structure Design Guidelines with draft edits intended to reflect June 2020 Council discussions in track changes format.

The Council seeking input from citizens and stakeholders regarding these proposed code and design guideline amendments.

Staff Recommendation

Hold the public hearing and continue discussion of draft revisions to the Planning Commission's recommended updates to the Town Center zoning in light of public comments received.

ATTACHMENT 1

**Edits from 6/22/2020 COW, 7/9/2020 Work Session, 7/20/2020 COW,
8/10/2020 COW, 9/10/2020 Work Session, 9/21/2020 COW,
10/8/2020 Work Session, 10/19 COW
to the Planning Commission Recommended Draft
of Updates to Town Center Regulations**

**(New) Chapter 2.41
Design Review Board**

2.41.010 Design Review Board

A. The Lake Forest Park Design Review Board is hereby created. The Board shall be advisory and have the responsibility of working with the Planning Department Director (Director) and making recommendations ~~to the Hearing Examiner concerning applications filed~~ under Chapter 18.42 LFPMC.

B. The Board shall be comprised of members with experience in architecture, landscape architecture, environmental science, urban planning, or urban design. The Board shall be comprised of five (5) persons whom reside in the city. Members shall serve without compensation but may be reimbursed for reasonable expenses pursuant to city policies. The City Council shall appoint a non-voting Councilmember to act as a liaison between the Board and the City Council.

C. Member appointments, removal, and terms shall be the same as for members of the Planning Commission in Chapter 2.22 LFPMC.

D. The Board shall elect from its members a chair, who shall preside at all meetings, and a vice-chair. The majority of the Board shall constitute a quorum, and a majority vote of those present shall be necessary for any action.

E. The Board shall determine its schedule in conjunction with the Director. All meetings shall be subject to the Open Public Meetings Act.

Chapter 18.08

Definitions

[NEW OR AMENDED DEFINITIONS]

18.08.035 Active ground floor uses.

“Active ground floor uses” means a use that promotes an active pedestrian environment on the ground floor of a mixed use, commercial, office, residential building or freestanding parking structure, and includes retail establishments, restaurants, catering, arts and craft studios, brew pubs, salons, day spas, health clubs and exercise studios, professional services offices, medical and dental offices, and other uses determined to be substantially similar by the Director or through development agreement proposals.

18.08.105 Artisanal/craft production and retail.

“Artisanal/craft production and retail” means small-scale on-site production and/or assembly of arts, crafts, foods, beverages, or other type of products involving the use of small-scale equipment and/or hand tools and involving limited outdoor storage of materials, equipment, or products when such storage is decoratively treated or otherwise integrated into the building or site design. [This definition excludes marijuana processing, marijuana production, or marijuana retail sales as defined in this chapter.](#)

18.08.107 Assisted housing.

“Assisted housing” means housing in a building consisting of two or more dwelling units or sleeping units, which may include support services such as food preparation and dining areas, group activity areas, medical supervision, and similar.

18.08.131 Automobile-oriented retail sales of food and commodities.

“Automobile-oriented retail sales of food and commodities” means businesses that are oriented to automobiles (drive-throughs, drive-ins) as well as businesses that are primarily for the purpose of sales, service, or repair of automobiles such as parts shops, auto body shops, oil change shops, garages, gasoline/fuel stations, and similar uses. [Automobile-oriented retail sales of foods and commodities does not mean businesses that offer sale of prepared food packaged to be consumed away from their place of business commonly referred to as take-out, carry-out, or to-go.](#)

[18.08.xxx “Charging Levels” means the SAE International standard indicators of electrical force, or voltage, at which an electric vehicle’s battery is recharged. The terms 1, 2, and 3 are the most common EV charging levels, and include the following specifications:](#)

- [• Level 1 is considered slow charging.](#)
- [• Level 2 is considered medium charging.](#)
- [• Level 3 is considered fast or rapid charging.](#)

18.08.235 Community solar project.

“Community solar project” means a solar facility shared by multiple community subscribers who receive credit on their electricity bill for their share of the power produced.

Commented [SB1]: This definition may not be necessary – see proposed ‘Solar Energy System’ definition below

18.08.265 Cultural, entertainment, and/or recreational facility.

“Cultural, entertainment, and/or recreational facility” means a facility providing cultural, entertainment, and/or recreational services, including but not limited to: theaters, performing arts centers, museums, play facilities, dance studios, health clubs and physical fitness facilities, however, it shall not be interpreted to include adult use establishments as defined in 18.08.050 of this chapter.

18.08.270 Day care.

“Day care,” “family day care,” and “adult day care” means a facility used for providing the regularly scheduled on-premises care of children or adults for less than a 24-hour period. A Type I day care facility is a facility providing care for 12 or fewer children or adults. A Type II day care is a facility providing care for more than 12 children or adults.

18.08.xxx “Electric vehicle infrastructure” means providing conduit for wiring and data, and associated ventilation to support the addition of future electric vehicle charging stations pursuant to the most current edition of the National Electrical Code.

Commented [KAP2]: If Council keeps in electric charging infrastructure then we can accept these next 2 edits.

18.08.XXX “Electric vehicle charging stations” means a public or private parking space that is served by battery charging station equipment that has as its primary purpose the transfer of electric energy (by conductive or inductive means) to a battery or other energy storage device in an electric vehicle. An electric vehicle charging station equipped with Level 1 or Level 2 charging equipment is permitted outright as an accessory use to any principal use authorized by the LFPMC.

18.08.324 Framework.

“Framework,” including “Town Center Framework Design Guidelines,” means the set of recommendations and requirements entitled “Town Center Design Guidelines Framework” adopted by the Lake Forest Park City Council pursuant to [ORDINANCE OR RESOLUTION NUMBER], including amendments and addenda thereto.

18.08.325 Freestanding parking structure.

“Freestanding parking structure” means a standalone building or structure of multiple levels used primarily for parking vehicles and associated with no other primary use. A freestanding parking structure may include parking on the upper (rooftop) level. A freestanding parking structure does not include an Accessory Use or Accessory Building as defined in this chapter.

18.08.351 Hotels and temporary lodging.

“Hotels and temporary lodging” means a facility providing lodging and related services for a charge, typically for a period of one (1) month or less, and includes inns, residence or extended-stay hotels, and bed and breakfasts.

18.08.565 Public market.

“Public market” means an indoor or outdoor market consisting of two or more independent vendors, with each vendor operating independently from other vendors, for the purpose of selling farm-grown or home-grown produce, food prepared off-site or on-site, artisanal or craft products including alcoholic beverages, flowers, plants, or other similar perishable goods and/or new wares, used goods, or merchandise.

18.08.599 Retail sales and services.

“Retail sales and services” means a commercial use or enterprise providing goods, food, commodities, and/or services directly to the consumer, whose goods are available for immediate purchase and removal from the premises by the purchaser and/or whose services do not meet the definition of “professional offices.”

18.08.600 Retirement home.

“Retirement home” means a building or group of buildings designed for the occupancy of three or more families, living semi-independently from each other, and containing only sleeping units with common kitchen, dining, and recreation facilities; provided, a retirement home may contain one or more dwelling units for resident staff only.

18.08.XXX “Public Art” means all forms of original creation of visual art, placed outside or inside a structure, and readily accessible for public viewing. Public Art must be made of durable materials that are vandal-resistant and designed to age well. Examples of Public Art include paintings, sculpture, murals, inlays, mosaics, friezes or bas-reliefs.

18.08.XXX “Solar Energy System” means solar energy devices or design features of a building used for the collection, storage, and distribution of solar energy for space heating, space cooling, lighting, electric generation, or water heating.

18.08.XXX “Solar ready” means design and construction to facilitates and optimizes the installation of a rooftop solar photovoltaic (PV) or similar solar energy system that can feasibly function as a community solar project.

Commented [KAP3]: Definitions that City may want to add when regulating “solar ready”.

Chapter 18.42

Town Center

18.42.010 Purpose.

Commented [KAP4]: No recommendation from Planning Commission.

18.42.020 Permitted uses

A. The following uses are permitted in the TC zone, subject to the general provisions as set forth in this title, except where modified by this chapter:

1. Accessory uses – on-site.
2. Artisanal/craft production and retail subject to 18.42.022(A).
3. Assisted housing facilities.
4. Business offices and uses rendering professional, personal, and instructional services subject to 18.42.022(B).
5. Cultural, entertainment, and recreational facilities.
6. Day care facilities – Type I and Type II subject to 18.42.022(C).
7. Essential public facilities.
8. Freestanding parking structures subject to 18.42.090, such as regional transit authority facilities.
9. Government buildings and uses.
10. Hotels and temporary lodging.
11. Instructional institution.
12. Micro-mobility programs including bicycle sharing and scooter sharing and related infrastructure.
13. Multiple-family dwelling units.
14. Public markets/farmers markets.
15. Public utilities.
16. Retail sales and services subject to 18.42.022(D).
17. Electric vehicle charging stations.

B. Uses not listed. Uses not listed above may be authorized through a development agreement.

18.42.022 Limitations on use, density, and size. **Council-involvement Option 1**

Every use locating in the TC zone shall be subject to the following further conditions and limitations:

A. Residential uses are not permitted as separate projects; they must be developed in combination with commercial or nonresidential uses as part of a design review permit under LFPMP 18.42.160. Residential uses may not be developed at a density of greater than seven dwelling units per acre, unless the increase in density is included in a development agreement.

B. Commercial and nonresidential uses shall occupy the floor(s) below the residential portion of a mixed use building in order to enhance the quiet and privacy for the residents above when both residential and nonresidential uses occupy the same structure.

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

Commented [KAP5]: Section will need to be renumbered when draft complete.

Commented [KAP6]: The specific essential public facility currently planned for the Town Center was added in 8. and deleted in 7. because it was too broad for the purpose of this ordinance.

Commented [KAP7]: Staff to provide information to Council regarding a possible unit cap on lodging. See definition in 18.08.351.

Commented [KAP8]: From the PC's discussion on 10/27, we believe PC will recommend section A., B. and C be added back into the regulations. They have been included in this draft because 18.42.022 is a place for Council to consider development agreements edits it discussed on 10/19. The development agreement edits are shown in track changes in A. and D.

Commented [KAP9]: The requirement for development agreements in A. and D. are **Council-involvement Option 1** regarding including Council in the permit process.

Option 2 is in 18.42.110.C and **Option 3** is in 18.42.110.F.

1 D. Residential, commercial and/or nonresidential applications for development under this chapter
2 18.42 must not include more three acres of real property unless the increase in size is included in
3 a development agreement.

Commented [KAP10]: The requirement for development agreements in A. and D. are **Council-involvement Option 1** regarding including Council in the permit process.

4 E. Artisanal/craft production and retail.

- 5 1. Artisanal/craft production and retail establishments shall be open to the public and
6 shall include a retail/eating/drinking/tasting component that occupies a minimum
7 of 10 percent of floor area as defined in LFPMC 18.08.320.
- 8 2. Artisanal/craft production and retail establishments shall provide street frontage at
9 sidewalk level, a well-marked and visible entrance at sidewalk level, or similar
10 prominent pedestrian access.
- 11 3. All production, processing, and distribution activities shall be conducted within an
12 enclosed building.
- 13 4. Outdoor storage of materials, equipment, products, or similar items incidental to
14 the production and sale of artisanal or craft goods is prohibited except when the
15 storage meets the following conditions:
 - 16 i. Outdoor storage of materials, products, or similar items incidental to the
17 production of artisanal or craft goods shall be fully-enclosed and shall be
18 designed in a decorative, aesthetically attractive manner and integrated
19 into the site or building design in a way that contributes to the pedestrian
20 experience and Town Center character.
 - 21 ii. Outdoor storage of equipment used in manufacturing artisanal or craft
22 goods is not allowed.
- 23 5. Applicable state licenses or permits are required for the operation of an
24 artisanal/craft production and retail establishment.
- 25 6. The following annual production limits apply to artisanal or craft production of
26 alcoholic beverages:
 - 27 i. 100,000 gallons per year for a distillery;
 - 28 ii. 15,000 barrels per year for a brewery or cidery;
 - 29 iii. 5,000 cases per year for a winery.

Commented [SB11]: Alternative language for distillery limitation pending

- 30
- 31 F. Business offices and uses rendering professional, personal, and instructional services.
- 32 a. On-site vehicle or tool rentals and similar uses are prohibited.
- 33

34 G. Day care facilities – Type 1 and Type 2.

- 35 a. A City of Lake Forest Park business license is required pursuant to LFPMC
36 5.02.030.
- 37 b. Day care facilities shall comply with all building, fire safety, and health codes.
- 38

39 H. Retail sales and services and other nonresidential uses.

- 40 a. Commercial or other nonresidential uses shall be separated from residential uses
41 by soundproof materials or suitable architectural features to reduce noise impacts
42 on the residential portion of the building.

- b. Individual commercial or nonresidential uses shall contain no greater than 50,000 square feet of gross floor area per use. The following exceptions apply:
- Freestanding parking structures meeting requirements in LFPMC 18.42.090.
 - Government buildings and uses.
 - Other uses may exceed the size limitations when authorized by a development agreement.
- c. The following uses are not permitted as a retail, commercial, or other nonresidential use in the TC zone: automobile-oriented retail sales of food and commodities, auto service stations, sale of gasoline or other fuels, and car washes, repair or sale of heavy equipment, boats, tires and motor vehicles, marijuana retail outlets, sale of alcohol for on-premises consumption except in a restaurant or artisanal/craft production and retail space with appropriate licensing from the State of Washington.

18.42.025 Conditional uses. Conditional uses are not allowed in Town Center zone

18.42.030 Building height. [recommendation from Planning Commission pending]

18.42.040 Setbacks. [recommendation from Planning Commission pending]

~~**18.42.050 Residential Density.** The total number of residential units in the Town Center zone shall not exceed _____~~ [recommended language [from Planning Commission regarding density pending](#)]

18.42.060 Open Space. [recommendation from Planning Commission pending]

18.42.070 Signs. [recommendation from Planning Commission pending]

18.42.080 Parking. [recommendation from Planning Commission pending]

18.42.090 Freestanding parking structures.

The following freestanding parking structure design standards apply in addition to or, as specified below, supersede applicable parking requirements set forth in LFPMC 18.58:

A. Parking structure location and massing.

- Setbacks. The following setback requirements apply to freestanding parking structures:
 - Freestanding parking structures shall be set back a minimum of 150 feet from adjacent residential-zoned property. The setback shall be measured from the adjacent boundary of all residential-zoned property. Refer to distance "A" in Figure 18.42.090-1.

- b. Freestanding parking structures shall be set back a minimum of 100 feet from Lyon Creek. The setback shall be measured from the ordinary high water mark of Lyon Creek. Refer to distance “B” in Figure 18.42.090-1.
- c. Freestanding parking structures shall be set back a minimum of 50 feet from Ballinger Way (State Route 104) north of the midpoint of the driveway into Town Center. The setback shall be measured from the edge of the right-of-way. Refer to distance “C” in Figure 18.42.090-1.
- d. In all other places, freestanding parking structures shall be set back a minimum of 20 feet from the property line. The setback shall be measured from the edge of the right-of-way. Refer to distance “D” in Figure 18.42.090-1.

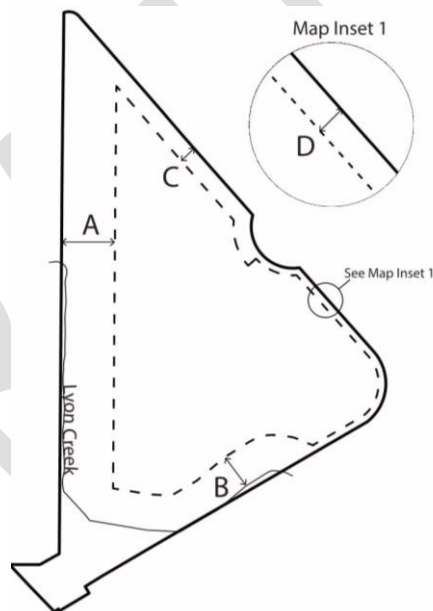


Figure 18.42.090-1. Minimum setbacks for freestanding parking structures.

2. **OPTION A:** Façade alignment. Freestanding parking structures located within ~~100~~⁵⁰ feet of Lake Forest Park City Hall shall protrude no further than 10 feet south of the southern (front) façade of Lake Forest Park City Hall. Pedestrian weather protection on the first level is exempt from this requirement.

OPTION B: Façade alignment. Freestanding parking structures located within 100~~50~~ feet of Lake Forest Park City Hall shall protrude no further ~~than 10 feet~~ south ~~than of~~ the southern (front) façade of Lake Forest Park City Hall. Pedestrian weather protection on the first level is exempt from this requirement.

3. Footprint. The footprint or total area of the first level of the structure shall not exceed 45,000 square feet.

OPTION A. Underground floors shall not be included in the calculation of the footprint square footage.

OPTION B. A full basement floor of the structure (built completely below ground) shall not be included in the calculation of the footprint. A partial basement floor (partially below ground) shall be included in the calculation of the footprint to the extent it is not built underground.

The maximum overall dimensions of the parking structure shall exceed neither 350 feet in length nor 150 feet in width. The maximum footprint and dimensions shall be inclusive of all architectural details, overhangs, decorative elements, and similar features.

3.4. ~~Base height. Freestanding~~ No portion of a freestanding parking structure shall exceed ~~s are limited to~~ 35 feet in height above existing grade, inclusive of the height of parapet walls, guardrails, and similar features. Exemptions are allowed pursuant to LFPMC 18.42.090(A)(6). Height shall be measured from the lowest point of the existing grade at any point on the perimeter of the structure. Existing grade means the elevation of the existing ground surface prior to proposed grading, excavation or fill.

Commented [KAP12]: 4. and 5. Being left "as is" for further discussion.

Commented [SB13]: This potentially allows an additional floor on the upper part of currently proposed site.

4.5. ~~Bonus height.~~ When public benefits are provided pursuant to LFPMC 18.42.090(~~NM~~), the height of a freestanding parking structure shall be limited to 45 feet in height pursuant to existing grade measurements in LFPMC 18.42.090(A)(4) above. Exemptions are allowed pursuant to LFPMC 18.42.090(A)(6).

5.6. The following features may exceed the base height provisions and bonus height provisions if approved as a Major Town Center Design Review project subject to processing under section LFPMC 18.42.110(A) and by the Hearing Examiner:

- a. Architecturally designed stairway and elevator towers and mechanical enclosures that are designed as attractive signature elements of the parking structure.
- b. Community solar project structural elements that comply with the requirements set forth in LFPMC 18.42.090(M)(3).

c. Public viewing platforms and covered public use spaces on the structure rooftop which comply with the requirements set forth in LFPMC 18.42.090(M)(1).

d. Public art elements on the rooftop or along the sides of the building that otherwise are in compliance with the design guidelines for parking structures.

B. ¹Solar ready. Freestanding parking structures shall be designed to be “solar ready” pursuant to the definition of the National Renewable Energy Laboratory (NREL). An applicant must demonstrate that the freestanding parking structure is designed and will be constructed in a way that facilitates and optimizes the installation of a rooftop solar photovoltaic (PV) or similar solar energy system that can feasibly function as a community solar project.

C. Parking decks. The rooftop parking deck shall not exceed a slope of two percent (2%).

D. Parking structure ramps.

1. Parking structure ramps for internal circulation must be located on the interior of the parking structure. Exterior parking structure ramps are prohibited.

2. Parking structure ramps that include on-ramp parking shall have a slope no greater than 6.67 percent (6.67%).

E. Parking stall dimensions and layout.

1. Parking stalls are limited to no less than eight feet and nine inches in width. The parking width dimension is shown in Figure 18.42.090-2, below, and is symbolized with a “W.”

2. Parking stall dimensions and layout in freestanding parking structures shall comply with the criteria in Table 18.42.090-1 below. These criteria shall take precedence over and supersede any conflicting provision of LFPMC 18.58.050. Parking layout dimensions are shown in Figure 18.42.090-2, below.

Table 18.42.090-1: Parking stall dimensions and layout

Parking Angle	Stall Width Projection (Figure symbol WP)	Module Width ¹ (Figure symbol MW)	Vehicle Projection (Figure symbol VP)	Aisle Width (Figure symbol AW)
55°	10'-8"	52'-0"	18'-8"	14'-8"
60°	10'-1"	53'-6"	19'-0"	15'-6"

Commented [KAP14]: Motorcycle stall dimensions to be added

¹ Planning Commission recommends City Council discuss definitions needed for this section.

65°	9'-8"	54'-9"	19'-2"	16'-5"
70°	9'-4"	56'-0"	19'-3"	17'-6"
75°	9'-1"	57'-0"	19'-1"	18'-10"
90°	8'-9"	61'-0"	18'-0"	25'-0"

¹Wall to wall, double-loaded aisle

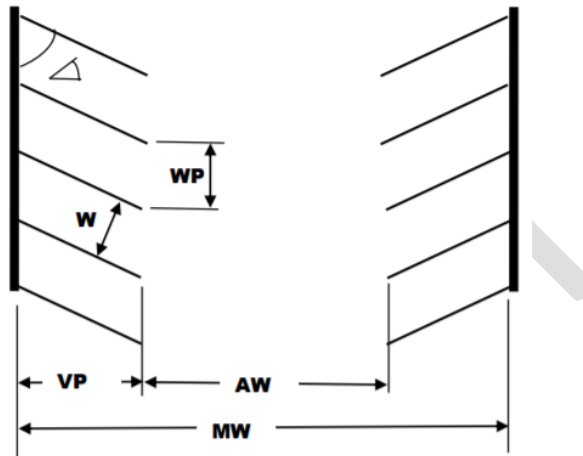


Figure 18.42.090-2. Parking layout dimensions

F. Replacement and provision of public parking.

1. The freestanding parking structure shall include a minimum of 50 parking spaces for City and non-transit public use within the freestanding parking structure, including space for use by Lake Forest Park Police.

4.2. A minimum of ten (10) percent of the parking spaces provided above shall be equipped with electric vehicle infrastructure per section 18.42.090(M).

Commented [KAP15]: Left "as is" but anticipate further discussion by Council.

G. Bicycle parking and circulation.

1. All-day bicycle parking.

a. All-day bicycle parking spaces in freestanding parking structures intended to support high-capacity transit must be provided at a minimum of five percent (5%) of projected AM peak period daily ridership of the high-capacity transit service. All-day bicycle parking spaces for all other

freestanding parking structures must be provided at a minimum of one space per 40 automobile parking spaces.

b.All-day bicycle parking must be provided in the form of permanently-anchored bicycle lockers or limited-access bicycle cages and must be labeled as bicycle parking.

c.All-day bicycle parking must provide bicycles with full weather protection and theft protection.

d.A portion of ground-level, All-day bicycle parking must accommodate tandem bicycles, recumbent bicycles, folding bicycles, cargo bicycles, bicycles with trailers, family bicycles, and other non-standard bicycle designs.

2. Short-term bicycle parking.

a.Short-term bicycle parking spaces in freestanding parking structures intended to support high-capacity transit must be provided at a minimum of two percent (2%) of projected AM peak period daily ridership of the high-capacity transit service. Short-term bicycle parking spaces in all other freestanding parking structures must be provided at a minimum of one space per 20 automobile parking spaces.

b.Short-term bicycle parking must be provided in the form of permanently-anchored racks or corrals. Racks or corrals must provide two points of support for the bicycle frame, must be intuitive to use, and must accommodate a standard U-lock.

c.Short-term bicycle parking must be organized to accommodate a standard bicycle dimension of two feet in width by six feet in length.

3. Bicycle parking location and access.

a.Each All-day bicycle parking area shall be located inside the freestanding parking structure except All-day bicycle parking can be located outside or on the top level of the freestanding parking structure under adequate weather protection.

b.Short-term bicycle parking can be located inside the freestanding parking structure and along the sidewalk adjacent to the freestanding parking structure. Short-term bicycle parking should be located in as visible a location as feasible.

c.Bicycle parking may be provided in one or more areas. Bicycle parking is encouraged to be located entirely on the ground floor. Bicycle parking located on upper stories must be placed adjacent to an elevator.

1 d.Bicycle entry/exit must be clearly identified and separately signed and/or
2 marked from automobile traffic.

3 e.Bicycle parking area(s) must be accessed from a logical well-lit path of
4 travel from the bicycle entry/exit.

5 f. Directional signage from the bicycle entry/exit to bicycle parking area(s)
6 must be provided.

- 7 4. Bicycle maintenance/repair station. At least one bicycle maintenance/repair
8 station must be provided in an All-day bicycle parking area, and at least one
9 bicycle maintenance/repair station must be accessible to short-term bicycle
10 parking areas.

11 H. Elevator towers and stairwells.

12 1. External elevator towers and stairwells, including mechanical enclosures, must be
13 open to public view through the use of architecturally designed glazing and/or
14 other transparent features.

15 2. Ground floor stairwell areas beneath stairs must be fenced. Alternative methods
16 for securing such spaces may be authorized by the Director or as part of a
17 development agreement.

18 3. Height of stair and elevator towers and mechanical enclosures is regulated
19 pursuant to LFPMC 18.42.090(A)(6).

20 I. Pedestrian safety requirements and integration into Town Center.

21 1. Pedestrian pathways within facilities shall be clearly marked and signed to protect
22 pedestrians from moving traffic.

23 2. Sidewalks shall be provided along all facades of the freestanding parking
24 structure at a minimum of eight feet wide.

25 a.This requirement can be modified as part of a development agreement
26 when the applicant demonstrates that the sidewalk widths are infeasible. If
27 modified pursuant to this section, the sidewalks shall be the maximum
28 width feasible. Weather protection at least eight feet deep must be
29 provided along all facades except at required vehicle or bicycle entries and
30 exits.

31 3. Pedestrian pathways within the structure shall be established through striping,
32 signage, and/or other markings. Pedestrian pathways shall be established between
33 pedestrian entries and exits from the freestanding parking garage and existing or
34 planned sidewalks and pedestrian pathways. At a minimum, the following shall
35 be provided:

- a. Crosswalks shall be provided at the intersection of any internal access roadways and/or public roadways affected by the freestanding parking structure.
- b. Crosswalks shall be provided across vehicular and bicycle entries and exits.
- c. If pedestrians are likely to walk through a parking lot, a pedestrian pathway and/or signage shall be provided.

4. Where obtaining necessary ownership or easements rights is feasible, A strong pedestrian connections, such as an artistically painted pathway, unique paving pattern or similar treatment, must be provided for pedestrian safety between the freestanding parking structure and public transit connections, and the free standing parking structure and other adjacent land uses in Town Center, all nearby existing sidewalks.

5. The following are prohibited on the first floor in the development of the project:

- a. Entrapment areas where a person could become entrapped with no exit route. Provide two means of ingress and egress from all outdoor spaces.
 - b. Areas that are dark or not visible from a public space.
 - c. Building, vegetation, or other objects (e.g., a storage enclosure) that block visibility into a space or provide places to hide.
 - d. Screens or landscaping that block motorists' views of pedestrians crossing streets, driveways, and vehicle circulation areas.
 - e. Where visibility is necessary to avoid creating an insecure area and to reduce the potential for pedestrian/vehicle collisions, do not plant vegetation that will obstruct views between 3 feet and 8 feet above the ground.
- 4.6. To the extent feasible provide for "passive surveillance," which is the ability of people occupying buildings and public spaces to view all parts of accessible spaces.

Commented [SB16]: CPTED provisions based on Southern Gateway Design Guidelines related to security

J. Lighting.

1. Lighting must be provided in accordance with Table 18.42.090-2:

Table 18.42.090-2. Parking structure lighting standards.

Area	Minimum Horizontal	Minimum Vertical Illuminance at Five Feet	Maximum to Minimum
------	--------------------	-------------------------------------------	--------------------

		Illuminance on Floor (Footcandles)	(Footcandles)	Uniformity Ratio
General Parking & Pedestrian Areas		2	1	4:1
Ramps and Corners	Days	2	1	4:1
	Nights	1	0.5	
Entrance Areas	Days	50	25	4:1
	Nights	1	0.5	
Stairways		7 average		

2. Lighting shall be downshielded or otherwise designed and configured to prevent spillover onto neighboring properties and public right-of-way.
3. The design shall incorporate smart lighting technologies to maximize energy conservation.

K. Signage and wayfinding.

1. Regulatory and pavement markings shall comply with the Manual on Uniform Traffic Control Devices (MUTCD).
2. Signage shall clearly direct drivers to vehicular entries by the most efficient route possible.

L. Mixed use.

1. Freestanding parking structures shall include space for commercial, public, or other active ground floor uses and pedestrian-oriented uses. The commercial, public, or active use space shall meet the following requirements:
 - a. Commercial, public, or other active use space provided pursuant to this section shall have a minimum depth of 60 feet. Such commercial, public, or other active use space shall be integrated into the freestanding parking structure.
 - b. The minimum amount of space provided shall be 10,000 square feet.
 - c. The following requirements apply to commercial, public, or other active use spaces integrated into freestanding parking structures located within 50 feet of Lake Forest Park City Hall:
 - i. The structure, including the commercial, public, or other active use space must comply with façade alignment requirements set forth in LFPMC 18.42.090(A)(2).

1 ii. The façade parallel or substantially parallel to the front façade of
2 Lake Forest Park City Hall shall include commercial, public, or
3 other active use space along the entire façade at the ground level,
4 except at pedestrian entrances and exits. The frontage shall not be
5 interrupted by a vehicular entrance.

6 d. Commercial, public, or other active use space provided in excess of the
7 minimum required by subsection (b), above can be consolidated into a
8 single façade and can span multiple floors.

9 e. Parking structure ground floors and spaces built out as commercial,
10 public, or other active uses shall include fire suppressing sprinkler systems
11 at the time of construction even if not required by the Building and Fire
12 Codes, as adopted by the City.

13 M. Infrastructure installation.

14 1. A freestanding parking structure shall equip ten (10) percent of its spaces with
15 electric vehicle infrastructure. If in determining the number of spaces results in a
16 fraction, the number required shall be rounded to the nearest whole number, with
17 fractions of 0.50 or greater rounding up and fractions below 0.50 rounding down.

18 2. A freestanding parking structure shall include solar ready -----.

19 N. Public benefits. Public benefits must be provided to qualify for use of the bonus height
20 provision in LFPMC 18.42.090(A)(5). Use of the bonus height and the public benefit
21 provided in exchange require a development agreement pursuant to Chapter 18.72
22 LFPMC. and that the public benefit provided in the development agreement shall be
23 one of the following:

24 shall be a Major Town Center Design Review project subject to processing under
25 LFPMC 18.42.110(A) and may be approved by the Hearing Examiner. To receive
26 approval, the public benefit identified in subsection (1) must be satisfied and at least one
27 additional public benefit from subsections (2) through (3) must also be satisfied. Public

28 1. Public and/or community space(s) meeting the following requirements:

29 a. Public and/or community space(s) shall include at least three of the
30 following elements: a plaza, viewing platforms, a community room/
31 meeting space, a rooftop terrace, a community garden, a walking trail,
32 public art, or similar features/spaces.

33 b. The minimum area of public and/or community space(s) provided
34 must be equivalent to 10 percent (10%) of the footprint of the structure
35 exclusive of eaves, weather protection, or similar façade protrusions.

Commented [SB17]: A solar ready provision has been added to N.3 (Public Benefit) below. Council should discuss whether or not solar ready should still be listed as a requirement for parking structures.

e. ~~Public and/or community space(s) must be provided within, adjacent to, or at the rooftop of the structure unless otherwise authorized through the Major Town Center Design Review process.~~

d. ~~If public and/or community space(s) is/are incorporated into the freestanding parking structure, such spaces must be publicly accessible at all times and wayfinding signage must be provided directing members of the public to the space(s).~~

2. ~~Construction of a grade-separated pedestrian and bicycle crossing between the Town Center site and the Burke Gilman Trail.~~

~~Community solar project:~~

1. A community room or meeting space that would accommodate 50% more attendees than can be accommodated by the City Hall Council Chambers;

2. A plaza on the south side of the structure that is tailored to and dedicated to accommodating the LFP Farmer's Market;

3. Use of green infrastructure and/or low impact development (LID) measures that clearly set the structure apart as having an environmentally-sensitive and forward-thinking design. Those measures could include large-scale green (living) walls, use of innovative structural materials such as cross-laminated timbers, integrating LID storm water treatment systems within the landscaping and design of the structure in a manner that is attractive and educational, integrating a solar-ready infrastructure, or a design that would facilitate the structure being easily retrofitted for other uses in the future if demand for parking and ride facilities declines.

~~N. In lieu fees. A financial contribution can be provided in lieu of design and construction of the required public benefits set forth in LFPMC 18.42.090(M). The in lieu fee shall be negotiated through a development agreement and shall be proportional to the public benefits identified above. The in lieu fee shall be used by the City to provide one of the public benefits identified.~~

18.42.100 Town center design guidelines – Adopted

A. The guidelines contained in the 2020 Town Center Framework Design Guidelines, dated _____, 2020, are adopted as design guidelines applicable to all applications filed for proposed development in the Town Center zone and incorporated by reference herein.

18.42.110 Administration

A. The following projects are exempt from review under this chapter 18.42 LFPMC:

1. Interior modifications that do not alter the exterior surface of a building.

1 2. Normal maintenance and repair of a building. For example, re-roofing that does not
2 modify the roof structure, repainting, mechanical equipment replacement, parking lot pavement
3 patching and stall repainting that does not involve reconfiguration.

4 3. Alteration to a building's exterior non-architectural features such as changing paint
5 color or exterior texture like stucco. Provided, however, when these exterior elements have been
6 designated to fulfill a requirement of approval for an application under chapter 18.42. LFPMC
7 they are not exempt.

8 4. Alteration to less than 10% of the surface area of an existing building façade visible
9 from an adjacent street. If within a 3-year period the surface area limit is exceeded, future
10 improvements shall not be exempt based on this exemption.

11 5. For subsections A.2, A.3, and A.4, the applicant must submit and receive approval of
12 an application for exemption on a form provided by the Planning Department ("Department").

13
14 **BA. Major Town Center Design Review.**

15 1. The following projects shall be considered applications for Major Town Center ("TC")
16 Design Review under this chapter:

- 17 a. Construction or alteration of a freestanding garage as defined in chapter 18.08 LFPMC;
- 18 b. Construction of a new building, as defined in the International Building Code adopted
- 19 in Title 15 LFPMC, with gross floor area exceeding 10,000 square feet;
- 20 c. Alteration to more than 25% of the surface area of an existing building façade visible
- 21 from an adjacent street;
- 22 d. Alteration to an architectural feature of an existing building such as awnings,
- 23 balconies, cornices, friezes, bay windows, roof decks, and trellises;
- 24 e. Alteration to outdoor plazas or open space;
- 25 f. Addition to an existing building of gross floor area greater than 10 % of the existing
- 26 building's gross floor area;
- 27 g. Addition to an existing building of more than 2000 square feet;
- 28 h. Addition to an existing building of another story; or
- 29 i. The cumulative increase, over a 3--year period, in an existing building exceeds any of
- 30 the above thresholds.

31 2. A Major TC Design Review project shall be classified as a Type I permit application
32 and shall be subject to the applicable processing and notice requirements of Chapter 16.26
33 LFPMC.

34 3. Before applying for Major TC Design Review, the applicant shall attend a pre-
35 application conference with the Planning Department Director or designee ("Director"). The
36 conference will be scheduled by the Planning Department ("Department") to occur within 30
37 days of written request by the applicant. The applicant shall submit a complete application for

1 Major TC Design Review within six (6) months following the conference otherwise a new
2 conference will be required prior to application. The purpose of this conference is to discuss how
3 the design guidelines pertain to the proposed development. The applicant shall also address
4 whether a development agreement will be sought under Chapter 18.72 LFPMC for the project, or
5 the terms of any applicable development agreement previously executed with the City for the
6 project.

7 ~~43.~~ An applicant for a development proposal determined by the planning director to be
8 subject to Major TC ~~Cown Center~~ Design Review shall submit studies or reports that adequately
9 evaluate the proposal and all probable impacts associated with it. At a minimum, the applicant
10 shall submit a traffic study and internal circulation study prepared by a qualified professional.
11 The planning director may also require the applicant to submit studies addressing other potential
12 impacts including but not limited to: geotechnical, parking, critical areas, trees, and stormwater
13 design (including water quality analysis).

14 ~~54.~~ The applicant must make application for Major TC Design Review on forms provided
15 by the Department. An application for Major TC Design Review may be submitted prior to
16 submission of an underlying project permit application for development on the same property;
17 however, a complete underlying project permit application shall not be processed without a
18 complete Major TC Design Review application. Consolidation of permit types for a project shall
19 be done per Chapter 16.26 LFPMC.

20 ~~65.~~ Upon receipt of a complete application for Major TC Design Review, the Director
21 shall review the application, analyze same for compliance with Chapter 18.42 LFPMC, and route
22 the application and a staff report to the Design Review Board.

23 ~~76.~~ After receipt of the staff report, the Design Review Board shall meet with the
24 Director and the applicant to evaluate the Major TC Design Review application for compliance
25 with the applicable criteria. This meeting may be continued by the Director or the Design
26 Review Board for the purposes of clarifying issues, or obtaining additional information, facts, or
27 documentary evidence.

28 ~~87.~~ The Design Review Board shall hold a public meeting regarding the application. At
29 the public meeting, the applicant shall have an opportunity to make a presentation and the public
30 shall be allowed to comment. At the applicant's expense, notice of the public meeting shall be
31 provided at least 21 days prior to the public meeting as follows:

32 ~~(a).~~ Emailed or sent regular United States Postal ~~areel~~ Service (USPS) mail to the
33 applicant and members of the public who have submitted written comments regarding the
34 application;

35 ~~(b)(i).~~ Sent regular USPS mail to owners of all dwelling units ~~tax parcels~~ in the city and to
36 all tax payers of record if different than the dwelling unit address;

1 ~~(ciii)~~. Published in the City's website on its News Flash page, the Notices-and-
2 Announcements page, and the City's calendar as these website pages are amended or replaced by
3 the City with similar electronic notification methods; and

4 ~~(div)~~. Posted on a social media account hosted by the City.

5 98. After the public meeting, the Design Review Board shall deliberate and provide a
6 written recommendation to the Hearing Examiner that may include approval, conditional
7 approval, or denial of the application. Because the Design Review Board provides only a
8 recommendation, there are no appeals of the Board's recommendation.

9 109. The Department shall submit the staff report and the Design Review Board's
10 recommendation to the Hearing Examiner for consideration during the open record pre-decision
11 hearing on the Type I permit. The pre-decision hearing shall be scheduled before the hearing
12 examiner, and a notice thereof shall be mailed or emailed to all parties of record by the code
13 administrator no less than 21 days before the date of the hearing.

14 **Council-involvement Option 2**

15 C. Major II Town Center Review Level II

16 1. The following projects shall be considered applications for Major TC Design Review
17 Level II under this chapter:

18 a. The application meets or exceeds one of the criteria for Major TC Design Review
19 Level I in section 18.42.110.B.1.a – i; and

20 b. The application involves 100 or more dwelling units or involves a project area of three
21 (3) acres or more.

22 2. A Major TC Design Review Level II application shall be classified as a Type I permit
23 application and shall be subject to the applicable processing and notice requirements of Chapter
24 16.26 LFPMP except the City Council shall replace the hearing examiner.

25 3. Before applying for Major TC Design Review Level II, the applicant shall attend a pre-
26 application conference with the Planning Department Director or designee ("Director"). The
27 conference will be scheduled by the Department to occur within 30 days of written request by the
28 applicant. The applicant shall submit a complete application for Major TC Design Review Level
29 II within six (6) months following the conference otherwise a new conference will be required
30 prior to application. The purpose of this conference is to discuss how the design guidelines
31 pertain to the proposed development. The applicant shall also address whether a development
32 agreement will be sought under Chapter 18.72 LFPMP for the project, or the terms of any
33 applicable development agreement previously executed with the City for the project.

34 4. An applicant for a development proposal determined by the Director to be subject to
35 Major TC Design Review Level II shall submit studies or reports that adequately evaluate the
36 proposal and all probable impacts associated with it. At a minimum, the applicant shall submit a

Commented [KAP18]: Council-involvement Option 2
regarding including Council in the permit process would add
a "Major Town Center Review Level II" application. We
would change subsection B. to "Major Town Center Review
Level I" application, which the hearing examiner would
decide.

Option 1 is in 18.42.022. **Option 3** is in 18.42.110.F.
below.

1 traffic study and internal circulation study prepared by a qualified professional. The Director
2 may also require the applicant to submit studies addressing other potential impacts including but
3 not limited to geotechnical, parking, critical areas, trees, and stormwater design (including water
4 quality analysis).

5 5. The applicant must make application for Major TC Design Review Level II on forms
6 provided by the Department. An application for Major TC Design Review Level II may be
7 submitted prior to submission of an underlying project permit application for development on the
8 same property; however, a complete underlying project permit application shall not be processed
9 without a complete Major TC Design Review Level II application. Consolidation of permit
10 types for a project shall be done per Chapter 16.26 LFPMC.

11 6. Upon receipt of a complete application for Major TC Design Review Level II, the
12 Director shall review the application, analyze same for compliance with Chapter 18.42 LFPMC,
13 and route the application and a staff report to the Design Review Board.

14 7. After receipt of the staff report, the Design Review Board shall meet with the Director
15 and the applicant to evaluate the Major TC Design Review application for compliance with the
16 applicable criteria. This meeting may be continued by the Director or the Design Review Board
17 for the purposes of clarifying issues, or obtaining additional information, facts, or documentary
18 evidence.

19 8. The Design Review Board shall hold a public meeting regarding the application. At
20 the public meeting, the applicant shall have an opportunity to make a presentation and the public
21 shall be allowed to comment. At the applicant's expense, notice of the public meeting shall be
22 provided at least 21 days prior to the public meeting as follows:

23 a. Emailed or sent regular United States Postal Service (USPS) mail to the applicant and
24 members of the public who have submitted written comments regarding the application;

25 b. Sent regular USPS mail to owners of all dwelling units in the city and to all taxpayers
26 of record if different than the dwelling unit address;

27 c. Published in the City's website on its News Flash page, the Notices-and-
28 Announcements page, and the City's calendar as these website pages are amended or replaced by
29 the City with similar electronic notification methods; and

30 d. Posted on a social media account hosted by the City.

31 9. After the public meeting, the Design Review Board shall deliberate and provide a
32 written recommendation to the City Council that may include approval, conditional approval, or
33 denial of the application. Because the Design Review Board provides only a recommendation,
34 there are no appeals of the Board's recommendation.

35 10. The Department shall submit the staff report and the Design Review Board's
36 recommendation to the City Council for consideration during the open record pre-decision
37 hearing on the Type I permit. The pre-decision hearing shall be scheduled before the City

1 Council, and a notice thereof shall be mailed or emailed to all parties of record by the code
2 administrator no less than 21 days before the date of the hearing.

3 DB. Minor Town Center Design Review.

4 1. The following projects shall be considered applications for Minor Town Center Design
5 Review:

6 a. Construction of a new building, as defined in the International Building Code adopted
7 in Title 15 LFPMC, with gross floor area of 10,000 square feet or less;

8
9 b. Alteration to between 10% and 25 % of the surface area of an existing building façade
10 visible from an adjacent street;

11 c. Addition to an existing building of gross floor area 10 % or less of the existing
12 building's gross floor area;

13 d. Addition to an existing building of 2000 square feet or less; or

14
15 e. The cumulative increase, over a 3-year period, in an existing building meets any of the
16 above thresholds.

17
18 24. A Minor Town Center ("TC") Design Review project shall be classified as a Type III
19 permit application and shall be subject to the applicable processing requirements of Chapter
20 16.26 LFPMC. Provided, however, that a Notice of Application with a 14 day public comment
21 period shall be provided as described in LFPMC 16.26.040(E). The applicant must make
22 application for Minor TC Design Review on forms provided by the Department.

23 32. a. Upon receipt of a complete application for Minor TC Design Review, the
24 Director shall review the application, analyze same for compliance with Chapter 18.42 LFPMC,
25 and issue a final decision pursuant to section 16.26.180 LFPMC and appealable pursuant to
26 section 16.26.190 LFPMC to the City's Hearing Examiner.

27 b. If the application modifies the exterior of an existing building, the Director
28 shall route the application and a staff report to the Design Review Board. The Design Review
29 Board shall deliberate and provide a written recommendation to the Director that may include
30 approval, conditional approval, or denial of the application. Because the Design Review Board
31 provides only a recommendation, there are no appeals of the Board's recommendation. After
32 consideration of the Design Review Board's recommendation, the Director shall issue a final
33 decision pursuant to section 16.26.180 LFPMC, and appealable pursuant to section 16.26.190
34 LFPMC to the City's Hearing Examiner.

35 EE. General - Town Center Design Review

1. In the event questions arise regarding permit type or Level, the Director shall make the final determination ~~on whether an application is processed as a Type I or a Type III permit.~~

2. For a site that has been issued a TC Design Review final decision, subsequent permits shall be issued only for development that complies with the final decision.

3. Approval of a TC Design Review permit shall not provide the applicant with vested rights for the proposed project. Subsequent permits shall be subject to the applicable codes and regulations in effect at the time a complete application for those permits is filed, unless provided otherwise in a Development Agreement as provided in Chapter 18.72 LFPMC.

4. An approved TC Design Review permit ~~without a phasing plan~~ shall be null and void if the applicant fails to file a complete building permit application(s) for all buildings, and have all valid building permits issued within three (3) years of a final decision being issued and all appeals having been resolved of same, the time periods specified in the final decision by the hearing examiner (Type I) or the Director (Type III).

5. Any phasing plan included in a approved TC Design Review application must be negotiated through a Development Agreement as provided in Chapter 18.72 LFPMC. with a phasing plan shall be null and void if the applicant fails to meet the conditions and time schedules specified in the final decision's phasing plan.

Council-involvement Option 3

F. Appeals

1. Appeals of Minor Design Review Permit final decisions are appealable pursuant to section 16.26.190 LFPMC to the City's Hearing Examiner.

2. There shall be no administrative appeal of the hearing examiner's final decision if the Major Design Review Permit application involves less than 100 dwelling units or less than a three (3) acre project area.

3. There shall be a closed record administrative appeal to the City Council of the hearing examiner's final decision if the Major Design Review Permit application involves 100 or more dwelling units or a project area of three (3) acres or more.

a. An appeal must be filed within 14 calendar days following issuance of the notice of decision by the hearing examiner. Appeals must be delivered to the city clerk's office by mail or personal delivery by the last business day of the appeal period. For the purposes of computing the time for filing an appeal section 16.26.055 LFPMC shall apply.

b. Appeals shall be in writing, be accompanied by an appeal fee as set by the city council, and contain the information required by section 16.26.055 LFPMC. The timely filing of an appeal shall stay the effective date of the decision until such time as the

Commented [KAP19]: Council-involvement Option 3 calls for Council hearing appeals of decisions by the Hearing Examiner involving 100 or more dwelling units or a project area of three (3) acres or more. [Appeals of Director decisions are heard by the Hearing Examiner.]

1 appeal is adjudicated by the City Council. The burden of proof is on the appellant to
2 prove its case by a preponderance of the evidence.

3 c. The City Council shall hold a closed record appeal as described in section
4 16.26.160 LFP MC except this shall be a closed record appeal of a Type III hearing
5 examiner final decision instead of a Type II hearing examiner recommendation. Unless
6 the parties to an appeal have agreed to an extended time period, the administrative appeal
7 shall be completed within 90 days from the date the administrative appeal period closed.

8 d. In deciding the appeal the City Council shall consider the complete record
9 developed before the hearing examiner, the final decision of the hearing examiner, and
10 written briefing and oral argument by the appellant and the applicant based on the record
11 before the hearing examiner. Deadlines, page limits, and oral argument time limits shall
12 be set by the Council Chair based on the complexity of the appeal issues. The Council
13 Chair may hold a prehearing conference with the appellant and the applicant before
14 determining same.

15 e. By mail or email, the City Clerk shall provide 21 days notice of the closed
16 record appeal hearing to all parties of record to the pre-decision hearing before the
17 hearing examiner.

18 f. After the closed record appeal hearing, the City Council shall issue its decision
19 on the appeal. The decision shall include findings of fact upon which the decision was
20 based and the conclusions derived from those facts. The City Council may approve,
21 approve with conditions, deny or remand to the hearing examiner the application. The
22 City Clerk shall mail or email the City Council's written decision to each person who
23 participated in the open record hearing before the hearing examiner. The decision of the
24 City Council is the final decision by the city.

25
26 ~~D. Minor Adjustments.~~

27 ~~1. The Director shall have the authority to approve a minor adjustment to Major and~~
28 ~~Minor TC Design Review final decisions if all the following criteria are met:~~

29 ~~(i) the adjustment does not change the Town Center Design Review Project from a Minor~~
30 ~~TC Design Review to a Major TC Design Review; and~~

31 ~~(ii) the adjustment does not increase floor area by more than 10% or 5,000 square feet,~~
32 ~~whichever is smaller; and~~

33 ~~(iv) the adjustment does not change the general location or number of approved~~
34 ~~vehicular access points; and~~

35 ~~(v) the adjustment does not decrease the amount or location of approved open space; and~~

36 ~~(vi) the adjustment does not increase height of buildings as approved; and~~

(vii) the adjustment represents an equivalent or superior design solution to what would otherwise be achieved by rigidly applying specific requirements in the final decision.

2. An application for a minor adjustment shall be a Type III permit application and shall be subject to the applicable processing requirements of Chapter 16.26 LFPMP. Modifications that exceed one or more of the limitations stated in subsection 1. above shall require a new TC Design Review application for the entire site. The new application shall be reviewed according to the laws and rules in effect at the time of application.

18.42.120 Bonding.

Unless otherwise provided elsewhere in the LFPMP, the applicant shall be required to bond for all improvements that are subject to review under this chapter.

A. Before a permit is issued, the applicant shall deposit with the city clerk a surety bond in such reasonable amount as set by the Hearing Examiner (Type I) or set by the Director (Type III). The required surety bond must be:

1. With good and sufficient surety rated A or better;
2. By a surety company authorized to transact business in the state;
3. Satisfactory to the city attorney in form and substance; and
4. In an amount sufficient to guarantee that all required improvements and mitigation measures will be completed in a manner that complies with conditions of approval.

B. Posting of a bond or other security shall not discharge the obligation of an applicant or violator to complete required mitigation, monitoring or restoration. The requirement of a bond or other security is not intended and shall not be construed to relieve an applicant of any obligation imposed under this chapter.

18.42.170 Development Agreement us in Town Center.

A. The applicant and the city may enter into a development agreement as provided in Chapter 18.72 LFPMP incorporating the Town Center Framework Design Guidelines and other provisions not inconsistent with the Town Center Framework Design Guidelines or other provision of ~~the LFPMP~~ this code.

B. The development agreement shall not include provisions that modify the following ~~requirements in LFPMP 18.42.090 town center design guidelines~~:

1. Parking structure location and massing, LFPMP 18.42.090.A.,
2. Mixed use, LFPMP 18.42.090.L., except the amount and location of commercial space provided in subsection 1.b. may be modified, and

Commented [KAP20]: This includes 1. Setbacks, 2. Façade alignment 3. Footprint 4. Base height 5. Bonus height 6. Base height exceptions

1 3. Public Benefits, LPMC 18.42.090.M., except the minimum public and/or community
2 space in subsection 1.b. may be modified.

Commented [KAP21]: Subsection 3 is deleted because Public benefits must have a development agreement per 18.42.090N.

4 Chapter 18.72

5 Development Agreements

Commented [KAP22]: Chapter 18.72 was included in the PC's recommendation to CC. It would be adopted in an ordinance separate from the other TC development regulations so that we do not have more than one subject in an ordinance. As drafted it is applicable to all development in the City and not contained to Town Center.

6 18.72.010 Authorized.

7 A. The city may enter into a development agreement with a person having ownership or control
8 of real property within its jurisdiction. The city may enter into a development agreement for real
9 property outside its boundaries as part of a proposed annexation or a service agreement. A
10 development agreement must set forth the development standards and other provisions that shall
11 apply to and govern and vest the development, use, and mitigation of the development of the real
12 property for the duration specified in the agreement.

13 B. Pursuant to RCW [36.70B.170](#) through [36.70B.210](#), as amended, a person or entity having
14 ownership or control of real property within the city may file an application for a development
15 agreement with the Planning and Building Department ("Department"), and pay the filing fee
16 established by city council resolution.

17 18.72.020 Terms and Conditions.

18 A. The Director of the Planning Department ("Director"), and such designee as may be
19 appointed for this purpose by the Mayor, is authorized, but not required, to negotiate acceptable
20 terms and conditions of the proposed development agreement with due regard for the following
21 criteria:

- 22 1. The development agreement conforms to the existing comprehensive plan policies.
- 23 2. The terms of the development agreement are generally consistent with the development
24 regulations of the city then in effect.
- 25 3. Appropriate elements such as permitted uses, residential densities, and nonresidential
26 densities and intensities or structure sizes are adequately provided.
- 27 4. Appropriate provisions are made for the amount and payment of fees agreed to in
28 accordance with any applicable provisions of state law, any reimbursement provisions,
29 other financial contributions by the property owner, inspection fees, or dedications.
- 30 5. Adequate mitigation measures, development conditions, and mitigation requirements
31 under Chapter 43.21C RCW are provided, including monitoring and adjustment of
32 measures and conditions to ensure mitigation is effective.

6. Adequate and appropriate design standards such as maximum heights, setbacks, drainage and water quality requirements, landscaping, and other development features are provided.

7. If applicable, targets and requirements regarding affordable housing are addressed.

8. Provisions are sufficient to assure requirements of parks and preservation of open space.

9. Interim uses and phasing of development and construction are appropriately provided. The agreement shall clearly state the conditions under which an interim use shall be converted to a permanent use within a stated time period and the penalties for noncompliance if the interim use is not converted to the permanent use in the stated period of time.

10. Where a phased development agreement is proposed, a site plan shall be provided and shall clearly show the proposed phasing.

11. Clearly document that any departures from the standards of the code that are requested by the applicant are, in the judgment of the city, offset by providing a benefit to the city of equal or greater value relative to the departure requested. In no case shall a departure from the code be granted if no benefit to the city is proposed in turn by the applicant.

12. Provisions for maintenance and operations, including landscape maintenance.

13. A build-out or vesting period for applicable standards is provided.

14. Provisions for resolving disputes, review procedures, and standards for implementing decisions.

15. If appropriate, and if the applicant is to fund or provide public facilities, the development agreement should contain appropriate provisions for reimbursement over time to the applicant.

18.72.030 Public hearing, recommendation, decision.

A. When the Director determines that a development agreement addressing the criteria in this chapter has been negotiated and recommends the same for consideration, a public hearing pursuant to RCW 36.70B.200 shall be held by the planning commission.

1. At the public hearing, the applicant shall have an opportunity to make a presentation, city representatives shall have an opportunity to make a presentation, and members of the public shall be allowed to present and comment. This hearing may be continued for the purposes of clarifying issues, or obtaining additional information, facts, or documentary evidence.

2. At the applicant's expense, notice of the public hearing shall be provided at least 21 days prior to the public hearing as follows:

1 (i). Emailed or sent regular United States Parcel Service (USPS) mail to the applicant and
2 members of the public who have submitted written comments;

3 (ii). Sent regular USPS mail to owners of all tax parcels within the city;

4 (iii). Published in the City's website on its News Flash page, as amended or replaced by
5 other similar electronic notification methods; and

6 (iv). Posted on a social media account hosted by the City.

7 3. The planning commission may continue the hearing for the purpose of clarifying
8 issues, or obtaining additional information, facts, or documentary evidence. After deliberation,
9 the planning commission shall make a recommendation on the development agreement to the
10 city council.

11 B. The development agreement shall be subject to review and approval by the city council based
12 on the record of the planning commission and on any subsequent public hearing the city council
13 may hold. Any public hearing by the city council will be subject to the same notice provisions in
14 A.2 above. If a public hearing is held, the city council may continue the hearing for the purpose
15 of clarifying issues, or obtaining additional information, facts, or documentary evidence.

16 C. The decision of the city council shall be final immediately upon adoption of a resolution
17 authorizing or rejecting the development agreement.

18
19 D. Following approval of a development agreement by the city council, and execution of the
20 same, the development agreement shall be recorded with the King County recorder, at the
21 applicant's expense.

22
23 E. Because a development agreement is not necessary to any given project or use of real property
24 under the existing comprehensive plan and development regulations in effect at the time of
25 making application, approval of a development agreement is wholly discretionary and any action
26 taken by the city council is legislative only, and not quasi-judicial.

27
28 F. During the term of an approved development agreement, the agreement is binding on the
29 parties and their successors, and any permit or approval issued by the city after execution of the
30 development agreement must be consistent with the development agreement.

31
32 G. Pursuant to RCW 36.70B.020, development agreements are not land use applications and are
33 not subject to processing deadlines in Chapter 16.26 LFPMC.

34
35 **18.72.040 Amendments to development agreements.**

36 A. The city will process and decide upon an application for an amendment to an existing
37 development agreement as if it were an application for a new development agreement in the
38 manner set forth above, unless it is deemed a minor modification as set forth in subsection B. of
39 this section.

1 B. The Director may approve minor modifications to an existing development agreement.
2 Criteria for approving minor modifications include but are not limited to the following:

- 3 a. Shall conform to the terms of the development agreement;
- 4 b. Shall not reduce landscaping, buffering, or open space areas;
- 5 c. Shall not reduce setback requirements;
- 6 d. Shall not result in an increase in height of any structure;
- 7 e. Shall not result in a change in ingress or egress; and
- 8 f. Shall not increase any adverse impacts or undesirable effects;

9 **18.72.050 Consistency and flexibility.**

10 A development agreement shall be consistent with applicable development regulations; provided,
11 a development agreement may allow development standards different from those otherwise
12 imposed under the Lake Forest Park Municipal Code in order to provide flexibility to achieve
13 public benefits, respond to changing community needs, or encourage modifications that provide
14 the functional equivalent or adequately achieve the purposes of otherwise applicable city
15 standards. Any development standards approved pursuant to a development agreement that differ
16 from those in the LFPMC shall not require any further zoning reclassification, variance from city
17 standards or other city approval apart from development agreement approval. The development
18 standards as approved through a development agreement shall apply to and govern the
19 development and implementation of each covered site in lieu of any conflicting or different
20 standards or requirements elsewhere in the LFPMC. Subsequently adopted standards that differ
21 from those of a development agreement adopted by the city as provided in this chapter shall
22 apply to the covered development project only where necessary to address imminent public
23 health and safety hazards or where the development agreement specifies a time period or phase
24 after which certain identified standards can be modified. Determination of the appropriate
25 standards for future phases which are not fully defined during the initial approval process may be
26 postponed. Building permit applications shall be subject to the building codes in effect when the
27 permit is applied for.

28 **18.72.060 Exercise of city police power and contract authority.**

29 As provided in RCW 36.70B.170(4), the execution of a development agreement is a proper
30 exercise of the city's police power and contract authority. Accordingly, a development
31 agreement may obligate a party to fund or provide services, infrastructure, or other facilities. A
32 development agreement shall reserve authority to impose new or different regulations to the
33 extent required by a serious threat to public health and safety.

34 **18.72.070 Form.**

1 Development agreements shall be consistent with RCW 36.70B.170 through 36.70B.210.

2

DRAFT

FRAMEWORK DESIGN GUIDELINES

ATTACHMENT 2



DRAFT

NOVEMBER 2020

FREESTANDING PARKING STRUCTURE GUIDELINES



Freestanding Parking Structure Architectural Guidelines

MISSOULA, MONTANA

A



The commuter parking structure shall be designed to be an attractive part of the Town Center framework of uses, with active frontage and architectural features and materials that enhance the character of Town Center.

Background and Introduction

As part of the regionally-approved Sound Transit 3 Program (ST3), a freestanding parking structure for primary use by commuters accessing the SR 522 Bus Rapid Transit System will be constructed at Lake Forest Park Town Center. Sound Transit has stated that the structure may need to accommodate approximately 300 vehicles.

The design standards in this section are provided to guide the design of this freestanding parking structure. See "Town Center Character" for design guidelines applicable to parking integrated within other redevelopment at Town Center. Refer to LFP MC 18.42.090 for specific code requirements applicable to the freestanding parking structure, including provisions related to height, maximum footprint, integration of commercial, active, and/or public use space, and public benefits. Photographic examples of best practices are labeled A through DD and referenced throughout these guidelines. Definitions of some of the terms referenced in these guidelines are provided at the end of this document.

Additional design methods and approaches that meet the intent and purpose of these guidelines may be proposed and considered during the project review process.

"SHALL" VS. "SHOULD" IN THESE GUIDELINES

SHALL

The use of the term "shall" (or "shall not" in the negative) represents a requirement of the design. This provision must be included or provided as part of the design. It is a standard that designers must comply with.

SHOULD

The use of the term "should" (or "should not" in the negative) indicates a provision that is strongly encouraged, but that is not an absolute requirement. Compliance with this provision is voluntary, but highly desirable to the community. It is a guideline that designers should comply with.

Overarching Guidelines

The City of Lake Forest Park will require a high quality of design and detailing for the freestanding parking structure proposed primarily for commuter use at the Town Center. The intent of these guidelines is to convey a clear understanding of community expectations in order to maximize predictability and certainty about design expectations during design review. The following overarching design guidelines should be applied by the design team of the freestanding parking structure. The design team for the freestanding parking structure will be required to comply with these design guidelines, including the following overarching guidelines, as well as the more specific guidelines throughout this document.

- The structure shall be designed to blend in with the Town Center context and visually complementary to other existing structures in the vicinity. The structure shall complement the scale and character of nearby existing buildings and potential future redevelopment.
- Architectural design of the parking structure should emphasize Pacific Northwest style and character, consistent with the style and character envisioned for Town Center as a whole and creating the sense of a forested village setting.



MISSOULA, MONTANA

B

- The parking structure shall be sensitive to the adjacent pedestrian environment and street character. Provide pedestrian access and orientation between the parking structure and other nearby uses, including City Hall, the future bus rapid transit station (on both sides of SR 522/ NE Bothell Way), shopping center entrances, and other building entrances.
- Convenient pathways from the parking structure to these locations shall enhance mobility and connectivity for pedestrians and comply with all applicable accessibility requirements. The pathways between the parking structure and City Hall and between the parking structure and transit stations should provide continuous weather protection to the maximum extent feasible.



SEATTLE, WASHINGTON

C

Space for retail or other active use shall be included at the ground floor level per LFPMP 18.42.090(L).

Exterior overhangs and awnings for pedestrian weather protection and sidewalk café spaces are strongly encouraged.

- The parking structure shall be designed to provide a positive, attractive contribution to the visual environment. See examples A, B, D, E, F, G, H, I, and others.
- Below-grade parking should be incorporated to the maximum extent feasible. The design should have at least one to two levels of parking below grade to reduce the size and bulk of above-grade parking. See examples D, E, and X.



E DRINK

Popular ground floor public spaces designed with awnings and covered areas for sidewalk seating and attractive architectural details; in these buildings the parking is located in the structure behind active use areas and below grade.



- Commercial, active, and/or public use spaces shall be integrated into the ground floor, and potentially floors above (see 18.42.090(L)) along at least one side of the structure, wrapping around to a portion of a second side (on the most visible and publicly accessible sides of the structure). See examples A, B, C, D, E, F, G, and others.
- Design entrances and frontages of the parking structure to function as pedestrian plazas/ gathering spaces and emphasize pedestrian access locations to and from the building.



BOULDER, COLORADO

F

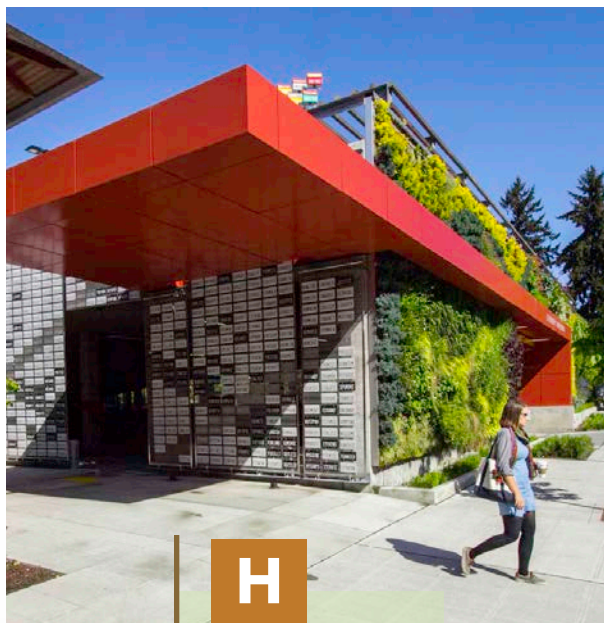
- If the structure is located near City Hall, the frontage that is in line with the front of City Hall shall be designed to include commercial, active, and/or public use space at the ground floor and upper floors with a potential physical connection to City Hall, wrapping around to include a portion of the westward facing side.
- All sides of the parking structure outer facades shall have an attractive architectural design. Any frontages that do not include commercial, active, and/or public use shall have architectural treatments with articulation, finishes, and colors that complement those elements of the commercial, active, and/or public use frontages.
- Avoid blank wall faces by providing articulation, modulation, fenestration, and finishes that vertically and horizontally break up the scale of the facade. Architectural treatments and features such as screens, trellises, green walls, art elements, and/or other treatments shall be integrated into the design of the non-active frontages to avoid blank walls on those facades (not applicable to commercial storefronts or other active use frontages). Refer to examples A, G, H, Q, and others.

The exterior of the parking structure should be designed to blend with other nearby buildings and should include finishes and articulation resembling other buildings at Town Center.

West Hollywood, CA parking structure—an award-winning example of mixed use and innovative design



G



H



Photos and a design illustration of the Bellevue Library parking structure, designed by Johnston Architects

- Trees and landscaping shall be provided along all sides of the structure to improve visual quality, buffer views of the structure, and enhance the pedestrian environment. Along commercial, active, and/or public use frontages, where frequent pedestrian access would be expected, trees and landscaping can be designed in a streetscape or plaza approach, with trees in grates that meet accessibility requirements (with openings not greater than 1/2 inch wide, a level plane between the grate and adjacent surface, and a coefficient of friction at least 0.6 on flat surfaces) and landscaping in defined planting areas to avoid intrusion on pedestrian access.
- Green walls (see example H), green screens, architectural screens, and public art screens and murals are encouraged. Where appropriate, these elements can be substituted for modulation and articulation in the façade. See examples A, B, G, H, and Q.



These examples from the downtown areas of Folsom, CA, Staunton, VA, and Auburn, ME show how parking structures can be architecturally designed and detailed to blend in with the surrounding buildings and context. These examples also show the use of high quality materials.

Detailed Architectural Design Guidelines

1. The design of the parking structure shall not give the appearance of a rectangular utilitarian box composed of concrete and/or steel beams and columns and to avoid blank wall faces. To achieve this, all sides of the structure shall be designed to include the following elements.
 - a. Integrate high quality facing materials such as brick, stone, timber, or other construction materials and wall finishes into the design, as approved through the design review process (see examples F, I, J, K, M, X, and others.).
 - b. Include design details that provide an attractive appearance and resemble the look of other high quality commercial, office, or residential buildings, like shown in examples A, B, F, G, I, J, K, M, X, and others.



L

Lake Forest Park City Hall

- c. Design of the parking structure shall be cohesive with surrounding buildings—façade treatment, materials, and architectural details shall relate to the architecture of nearby buildings such as Lake Forest Park City Hall.
- d. Provide horizontal and vertical articulation and modulation in the building façade on all sides of the parking structure, including those that do not include commercial, active and/or public use. The frontage design of non-active sides shall resemble the architecture of the commercial, active, and/or public use frontages, as shown in examples A, B, G, M, and others.
- e. Provide window fenestration (proportionate in pattern and size to the scale of the building) in the façades, even though there may be parking behind the façade and not active use, resulting in the same architectural look on all sides of the building, as shown in examples F and X—design detailing with modulation, articulation, and glazing shall resemble the look of high quality commercial, office, or residential structures on all sides.



SAN ANTONIO, TEXAS

This example shows active use space (commercial, civic, etc.) on the ground floor level and floors above, along public-facing frontages and wrapping the corner of the parking structure. This example also shows both horizontal and vertical modulation, articulation, and fenestration.

- f. Repeated distinctive window patterns should be designed cohesively with the building articulation patterns—windows should be divided into individual units with each window unit separated by a visible mullion or other element.
- g. Avoid overly repetitive modulation techniques, since they may not be attractive or effective when viewed from a distance.
- h. “Ribbon windows” (continuous horizontal bands of glass) or “window walls” (glass over the entire surface) are discouraged.
- i. Provide vertical modulation to enhance architectural scale and compatibility, at an interval of at least two feet in depth and four feet in width, and up to ten feet in depth and fifteen feet in width, combined with a change in siding materials;
- j. Vertical piers in the façade can help to reinforce vertical modulation and convey a “storefront” pattern, with the piers extending at least six inches from the façade in order to create shadow lines that emphasize the vertical modulation;

- k. Include horizontal building modulation techniques that make the architectural scale more compatible with surrounding buildings and add visual interest—horizontal modulation is the horizontal articulation of division of an imposing building façade with architectural treatments, as well as awnings, balconies, roof decks, changes in color and/or building materials within the building

plane, banding of contrasting materials, and other techniques to ensure that the elevation appears less massive than it would be as a sheer, flat surface (see examples A, B, F, G, M, and Q);

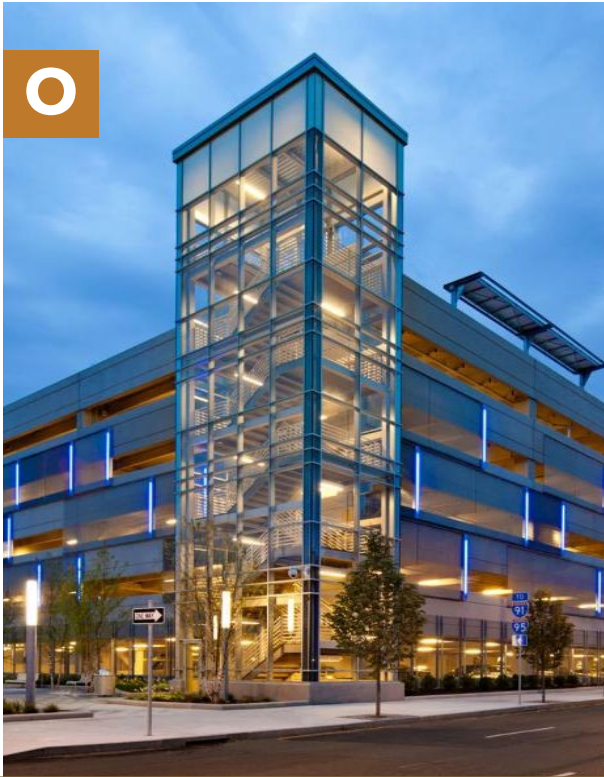
- l. Horizontal building modulation shall be cohesive with surrounding buildings and with façade treatments that relate to the architecture of the primary structures on the site.



- 2. Cross laminated timber or other emerging structural materials are highly encouraged, such as shown in example N.

Integrate public use space into the design of the structure and explore new building technologies such as the use of cross-laminated timber as shown in this design example.

N



3. Elements such as metal panels or metal mesh screens, trees, landscaping and/or green walls, and public art can be integrated into the façade design to further break up the façade of the long exterior walls, as shown in examples A, B, G, H, and N.
4. Elevator and stairway towers shall be designed to be highly identifiable as attractive architectural features of the structure and with sufficient lighting for 24-hour use, as shown in examples O, P, and Q.

Designing stairway and elevator bays as recognizable architectural features and public art elements that enhance the character of Town Center and the civic presence of nearby City Hall is encouraged.



Architectural design of the parking structure should emphasize Pacific Northwest style and character, consistent with the style and character envisioned for Town Center.

R, S, and T are examples of designs that emphasize Pacific Northwest style and materials. These design approaches also enhance human scale and place an emphasis on weather protection.

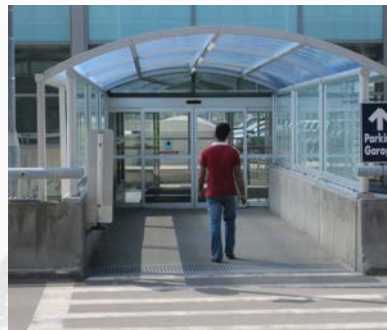


5. Special attention shall be given to emphasizing the pedestrian entries of the structure to relate to human scale as shown in examples C and F. The following elements shall be included in the design to enhance pedestrian entries.
 - a. Cover pedestrian areas with overhangs, metal awnings (not fabric), or an extended architectural entry area to provide weather protection.
 - b. Design parking structure entrances so that they are clearly identifiable to pedestrians and use architectural features to highlight and enhance the attractiveness of the entry. Refer to examples C, F, K, and V.
 - c. Provide a greater intensity of lighting at pedestrian entrances to enhance pedestrian safety and security. Refer to examples A, B, J, O, and P.
 - d. Provide courtyards and/or plaza areas immediately adjacent to the pedestrian entrance with landscaping, trees, accent lighting, special paving materials (colored, accent pavers or decorative concrete), public art, benches and seating, trash receptacles, and other furnishings that enhance the entry way and provide comfort and security for pedestrians. Refer to examples R, S, T, U, V, and others.

*Courtyard space at the
Washington Park Arboretum
Environmental Education Center,
Designed by Mithun Architects*



*Other examples of pedestrian entrances and courtyard spaces, including
The Avenue, Washington DC, designed by Sasaki Associates*





W

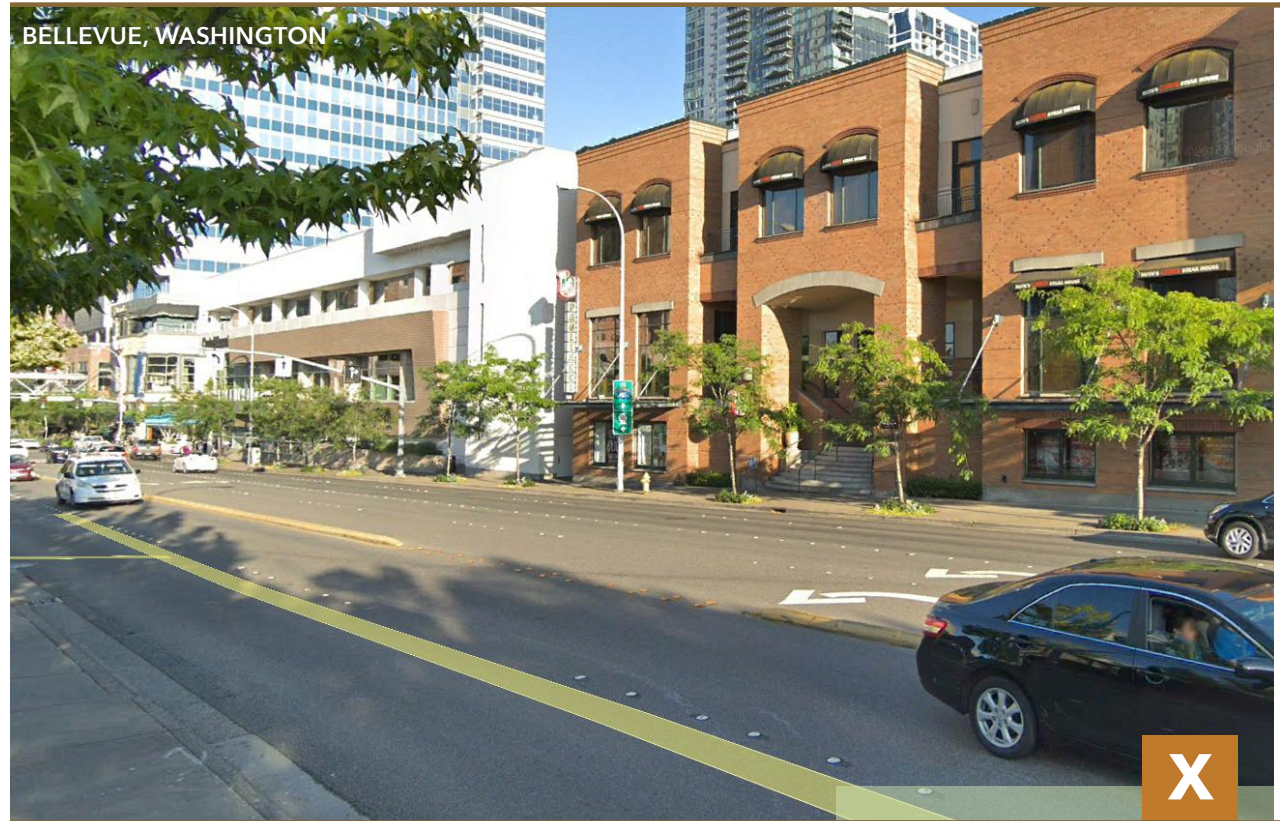
Various examples of covered pedestrian walkways from around the US.

6. Provide pedestrian paths/sidewalks along the outside of all sides of the parking structure. These linear areas shall include weather protection through the use of an extended roof line or overhang with attractive architectural features that relate to human scale.
7. Architectural design of the structure could include a colonnade treatment with vertical columns that align with vertical piers to provide a covered pedestrian passageway. Design shall encourage pedestrian flow and avoid barriers to pedestrian access and mobility. See examples A, C, D, E, H, M, and others.
8. Provide lighting fixtures, trellis elements, street trees (in grates at the sidewalk level) and other landscape and streetscape features and furnishings at intervals that reinforce and enhance the architecture and articulation and modulation patterns. See examples A, C, I, R, S, T and others.



9. Level floor plates (sloped only enough to allow for positive drainage) should be provided where feasible, especially for floor plates that connect to frontages that incorporate commercial/active uses. Level floor plates facilitate conversion to other uses in the future and provide an architectural design that relates to nearby buildings. Sloped ramps on the exterior are prohibited. Portions of the ramping that incorporate parking should be located on the least visible sides of the structure.

10. The overall height of the structure, as well as floor-to-floor heights are important design elements. The maximum height of the structure shall be 35 feet inclusive of the parapet wall, measured from the outside ground level along all frontages.
 <reference Code provision here>. Flexibility in the design for later retrofit to other uses should incorporate greater floor-to-floor heights, flatter floors, alternate drainage and utilities positioning and other elements that would allow for easier repurposing into multifamily, retail, office, and other types of mixed-use spaces. Minimum floor to floor heights/clearances of 11 feet are encouraged. In areas of commercial or other active use integrated into frontages of the parking structure, or as separate architectural structures in front of the parking garage, higher ground floor heights likely would be desirable and could be evaluated during the project's design review process.



Multi-level parking structure with level floor plates, fronted with commercial/active use and complementary architectural design to the setting; portions of the parking structure in example X are below grade.

BELMAR, LAKEWOOD, COLORADO



Y

This example shows active use space (commercial, civic, etc.) incorporated into the parking structure, with architectural detailing in the façade to blend the parking structure levels with the active use levels.

11. Roofline modulation should be provided to reduce the imposing sense of the horizontal roof line. Varying the height of the parapet wall level is encouraged to avoid the appearance of a flat roofline. See examples F, I, X, and Y.
12. The architectural design of the parapet wall shall be integrated with the other architectural treatments of the structure, compatible with and complementary to the building floor levels. The parapet wall should be finished in a manner that provides an effective screen, masking views of parked cars from adjacent properties and public areas.

VIEWING LOOKING NORTHEAST

13. The provision of public benefits pursuant to 18.42.090(M) will enhance public use and sustainability features of the structure.
- a. Public benefits such as rooftop public use area/viewing space, solar energy elements, civic/community use space in the building, and other features shall be provided, as described in 18.42.090(M). See examples on this page and other pages.
 - b. Rooftop space for public use can be designed for active use and to provide opportunities for viewing Lake Washington and Mount Rainier. Rooftop space should include landscaping and green space.

Photo voltaic solar panels that also provide sheltering/ weather protection on the roof deck of a parking structure



Providing publicly accessible rooftop space as a public benefit is strongly encouraged. This space can be designed to provide rooftop viewing that takes advantage of Town Center's proximity to Lake Washington.



Zen Garden space on rooftop of parking structure in Houston, TX





CC

14. Long term and short term bicycle parking shall be provided per 18.42.090(G). Such parking shall be attractively designed to enhance Town Center character. See examples shown in CC.
15. Depending on commuter patterns, portions of the parking structure could be available for alternative uses during evenings and weekends. See example DD.

Example of interior portion of parking structure in London, England, repurposed as public café space.



Attractive examples of long-term and short-term bicycle parking; image at left is the Millennium Park bike station in Chicago



DD

DEFINITIONS OF TERMS

Articulation

To articulate something is to express it. The articulation of a building reveals how the parts fit into the whole by emphasizing each part separately. Expanding from that definition, articulation is also formally a method of styling the joints in architectural design. Through degrees of articulation, each part is united with the whole work by means of a joint in such a way that the joined parts are put together in styles ranging from exceptionally distinct jointing to the opposite of articulation that expresses fluidity and continuity of jointing. In highly articulated works, each part is defined precisely and stands out clearly. Examples include:

- Differentiating adjoining planes with a change in material, color, texture, or pattern.
- Developing corners as distinct linear elements independent of the abutting planes.
- Removing corners to physically separate neighboring planes.
- Lighting the form to create sharp contrasts in tonal value along edges and corners

Fenestration

Fenestration refers to the openings in the building envelope, including the installation of windows, doors, and skylights. Fenestration elements are all vital components of the building envelope, and the process of including these openings in the building envelope is known as fenestration. The placement and rhythm of fenestration elements in a building facade can break up the scale of the built form and enhance the character and design quality of the architecture.

Modulation

Modulation is a change, either horizontal or vertical, in the plane of a building surface or façade often implemented to integrate that building into the scale and setting of the surrounding context and character. This includes the stepping forward and back of walls, roof planes, and recessed openings in walls to provide relief to flat surfaces. Modulation of facades and rooflines helps to create visual and architectural interest and reinforce character and design quality. Modulation of built form also relates to a change in building height—either as a whole or in parts of the building, such as through roofline variation, to break up the visible scale of the building.

Horizontal modulation emphasizes the horizontality and horizontal lines and design elements of the design of the building.

Vertical modulation emphasizes the verticality and vertical lines and design elements of the building.

ATTACHMENT 3

Freestanding Parking Structure

Architectural Guidelines

(Text only - draft revisions in track changes made in response to Council discussions in June, 2020)

November 6, 2020

Background and Introduction

As part of the regionally-approved Sound Transit 3 Program (ST3), a freestanding parking structure for primary use by commuters accessing the SR 522 Bus Rapid Transit System will be constructed at Lake Forest Park Town Center. Sound Transit has stated that the structure may need to accommodate approximately 300 vehicles.

The design guidelines in this section are provided to guide the design of this freestanding parking structure.

See "Town Center Character" for design guidelines applicable to parking integrated within other redevelopment at Town Center. Refer to LFP MC 18.42.090 for specific code requirements applicable to the freestanding parking structure, including provisions related to height, maximum footprint, integration of commercial, active, and/or public use space, and public benefits. Photographic examples of best practices are labeled A through DD-~~4~~ and referenced throughout these guidelines. [Definitions of some of the terms referenced in these guidelines are provided at the end of this document.](#)

Additional design methods and approaches that meet the intent and purpose of these guidelines may be proposed and considered during the project review process.

Overarching Guidelines

The City of Lake Forest Park will require a high quality of design and detailing for the freestanding parking structure proposed primarily for commuter use at the Town Center. The intent of these guidelines is to convey a clear understanding of community expectations in order to maximize predictability and certainty about design expectations during design review. The design team for the freestanding parking structure will be required to follow these guidelines.

- The structure shall be designed to blend in with the Town Center context and visually complementary to other existing structures in the vicinity. The structure shall complement the scale and character of nearby existing buildings and potential future redevelopment.
- Architectural design of the parking structure should emphasize Pacific Northwest style and character, consistent with the style and character envisioned for Town Center as a whole, to create the sense of a forested village setting.
- The [parking](#) structure shall be ~~designed to respond~~sensitive to the adjacent pedestrian environment and street character. Provide pedestrian access and orientation between the

1 parking structure and other nearby uses, including City Hall, ~~and~~ the future bus rapid transit
2 station (on both sides of SR 522/NE Bothell Way), shopping center entrances, and other
3 building entrances.

- 4
- 5 • Convenient pathways from the parking structure to these locations ~~will~~ shall ~~to~~ enhance
6 mobility and connectivity for pedestrians and ~~and to~~ comply with all applicable accessibility
7 requirements. The pathways between the parking structure and City Hall and between the
8 parking structure and the transit stations should provide continuous weather protection to the
9 maximum extent feasible.
- 10
- 11 • ~~The parking structure shall be designed to provide a positive, attractive contribution to the~~
12 ~~visual environment. See examples A, B, D, E, F, G, H, I and others. P.~~
- 13
- 14
- 15
- 16 • Below-grade parking should be incorporated to the maximum extent feasible. The design should
17 have at least one to two levels of parking below grade to reduce the size and bulk of above-
18 grade parking. See examples D, E, and ~~XG~~.
- 19
- 20 • ~~The parking structure shall be designed to provide a positive, attractive contribution to the~~
21 ~~visual environment. See examples A, B, D, E, F, G, H, and P.~~
- 22
- 23 • Commercial, active, and/or public use spaces shall be integrated into the ground floor, and
24 potentially floors above (see 18.42.090(L)), along at least one side of the structure, wrapping
25 around to a portion of a second side (on the most visible and publicly accessible sides of the
26 structure). See examples A, B, C, D, E, F, G, and others.
- 27
- 28 • Design entrances and frontages of the parking structure to function as pedestrian
29 plazas/gathering spaces and emphasize pedestrian access locations to and from the building.
- 30
- 31
- 32 • If the structure is located near City Hall, the frontage that is in line with the front of ~~parallel to~~
33 City Hall shall be designed to include commercial, active, and/or public use space at the ground
34 floor and upper floors with a potential physical connection to City Hall, wrapping around to
35 include a portion of the westward facing side.
- 36
- 37 • All sides of the parking structure outer facades shall have an attractive architectural design.
38 Any frontages that do not include commercial, active, and/or public use shall have
39 architectural treatments with articulation, finishes, and colors that complement those
40 elements of the commercial, active, and/or public use frontages.
- 41
- 42 • Avoid blank wall faces by providing articulation, modulation, fenestration, and finishes that
43 vertically and horizontally break up the scale of the facade. Architectural treatments and
44 features such as screens, trellises, green walls, art elements, and/or other treatments shall be
45 integrated into the design of the non-active frontages to avoid blank walls on those facades

Commented [MR1]: Moved this bullet point here for better flow with images.

(not applicable to commercial storefronts or other active use frontages). Refer to examples A, G, H, Q, and others. ~~S.~~

~~• Design entrances and frontages of the parking structure to function as pedestrian plazas/gathering spaces and emphasize pedestrian access locations to and from the building.~~

- Trees and landscaping shall be provided along all sides of the structure to improve visual quality, buffer views of the structure, and enhance the pedestrian environment. Along commercial, active, and/or public use frontages, where frequent pedestrian access would be expected, trees and landscaping can be designed in a streetscape or plaza approach, with trees in grates that meet accessibility requirements (with openings not greater than ½ inch wide, a level plane between the grate and adjacent surface, and a coefficient of friction at least 0.6 on flat surfaces) and landscaping in defined planting areas to avoid intrusion on pedestrian access.
- Green walls (see example H), green screens, architectural screens, and public art screens and murals are encouraged. Where appropriate, these elements can be substituted for modulation and articulation in the façade. See examples A, G, K, M, N, P, and B, G, H, and Q. S.

Commented [SB2]: Added photo of Bellevue Library parking garage

Detailed Architectural Design Guidelines

1. The design of the parking structure shall not give the appearance of a rectangular utilitarian box composed of concrete and/or steel beams and columns and to avoid blank wall faces. To achieve this, all sides of the structure shall be designed to include the following:
 - a. Integrate high quality facing materials such as brick, stone, timber, or other construction materials and wall finishes as approved through the design review process (see examples F, I, J, K, M, X and others).
 - b. Design details that provide an attractive appearance and resemble the look of other high quality commercial, office, or residential buildings, like shown in examples A, B, F, G, I, J, K, M, X, and others. L and P;
 - c. Design of the parking structure shall be cohesive with surrounding buildings—façade treatment, materials, and architectural details shall relate to building such as Lake Forest Park City Hall.
 - d. Provide horizontal and vertical articulation and modulation in the building façade on all sides of the parking structure, including those that do not include commercial, active and/or public uses—the frontage design of non-active sides shall resemble the architecture of the commercial, active, and/or public use frontages, as shown in examples A, B, F and G; G, M, and others.
 - e. Provide window fenestration (proportionate in pattern and size to the scale of the building) in the façades, even though there may be parking behind the façade and not active use, resulting in the same architectural look on all sides of the building, as shown in examples F and G—design detailing with modulation, articulation, and glazing shall resemble the look of high quality commercial, office, or residential structures on all sides.
 - f. Repeated distinctive window patterns should be designed cohesively with the building articulation patterns—windows should be divided into individual units with each window unit separated by a visible mullion or other element.
 - g. Avoid overly repetitive modulation techniques, since they may not be attractive or effective when viewed from a distance.
 - h. “Ribbon windows” (continuous horizontal bands of glass) or “window walls” (glass over the entire surface) are discouraged.
 - i. Provide vertical modulation to enhance architectural scale and compatibility, at an interval of at least two feet in depth and four feet in width, and up to ten feet in depth and fifteen feet in width, combined with a change in siding materials.

Commented [MR3]: Added this bullet to work better with flow of document and image of City Hall on this page.

Commented [MR4]: Moved for better flow.

Commented [MR5]: This statement was part of e. above and has been made into a separate guideline as requested.

Commented [MR6]: Similar language can be found in architectural best practices for Woodinville, Kirkland, Bellevue, and other architectural best practices and guidelines documents.

1 ~~h.i.~~ Vertical piers ~~in the façade can help to that~~ reinforce vertical modulation and convey a
2 “storefront” pattern, with the piers extending at least six inches from the façade to create
3 shadow lines that emphasize the vertical modulation;

Commented [MR7]: Add some language for clarity here.

4
5 ~~i.k.~~ Include ~~h~~ Horizontal building modulation techniques that make the architectural scale more
6 compatible with surrounding buildings and add visual interest—horizontal modulation is the
7 horizontal articulation of division of an imposing building façade with architectural treatments,
8 as well as awnings, balconies, roof decks, changes in color and/or building materials within the
9 building plane, banding of contrasting materials, and other techniques to ensure that the
10 elevation appears less massive than it would be as a sheer, flat surface (see examples A, B, F,
11 G, ~~L, and M, and Q-P~~);

12
13 ~~j.~~ Horizontal building modulation ~~that is~~ shall be cohesive with surrounding buildings and with
14 façade treatments that relate to the architecture of the primary structures on the site, ~~and~~
15 ~~that incorporate materials and architectural details from those buildings, such as Lake Forest~~
16 ~~Park City Hall in example Q;~~

17
18 ~~k.~~ Avoidance of overly repetitive modulation techniques that may not be attractive or effective
19 when viewed from a distance; ~~and~~

Commented [MR8]: Moved to g. above

20
21 ~~l.~~ Elements such as metal panels or metal mesh screens, trees, landscaping and/or green walls,
22 and public art to further break up the façade of the long exterior walls, as shown in examples
23 A, B, H, and ~~S~~;

Commented [MR9]: Moved to 3. below

24
25 2. Cross laminated timber or other emerging structural materials are highly encouraged, such as
26 shown in example ~~H-N~~.

27
28 ~~3. Elements such as metal panels or metal mesh screens, trees, landscaping and/or green walls, and~~
29 ~~public art to further break up the façade of the long exterior walls, as shown in examples A, B, G,~~
30 ~~H, and N.~~

31
32 ~~4. Elevator and stairway towers shall be designed to be highly identifiable as attractive architectural features of~~
33 ~~the structure and with sufficient lighting for 24-hour use, as shown in examples I, J, and K, O, P, and Q.~~

Commented [MR10]: Moved up here for better flow with images.

34
35 ~~3.5.~~ Special attention shall be given to emphasizing the pedestrian entries of the structure to
36 relate to human scale as shown in examples C and F. The following elements shall be included in
37 the design to enhance pedestrian entries;

38
39 ~~a.~~ Cover pedestrian areas with ~~o~~ Overhangs or metal awnings (not fabric) or an extended, ~~covered~~
40 architectural entry area to provide weather protection.

41
42 ~~a.b.~~ Design parking structure entrances so that they are clearly identifiable to pedestrians and
43 use architectural features to ~~with special detailing (cornices, friezes, etc.) that provide weather~~
44 ~~protection and that~~ highlight and enhance the attractiveness of the entry. Refer to examples C,
45 ~~D, E, F, and G, K, and V.~~

~~b.c.~~ Provide a greater intensity of lighting to enhance pedestrian safety and security. Refer to examples A, B, J, O, and P. ~~<add>~~.

~~c.d.~~ Provide c Courtyards and/or plaza areas immediately adjacent to the pedestrian entrance with landscaping, trees, accent lighting, special paving materials (colored, accent pavers or decorative concrete), public art, benches and seating, trash receptacles, and other furnishings that enhance the entry way and provide comfort and security for pedestrians. Refer to examples R, S, T, U, V and others. ~~e<add>~~.

~~4. Elevator and stairway towers shall be designed to be highly identifiable as attractive architectural features of the structure and with sufficient lighting for 24-hour use, as shown in examples I, J, and K.~~

~~6. 5.~~ Provide pedestrian paths/sidewalks along the outside of all sides of the parking structure. These linear areas shall include weather protection through the use of an extended roof line or overhang with attractive architectural features that relate to human scale.

~~7. Architectural d~~ Design of the structure could ean include a colonnade treatment with vertical columns that align with vertical piers to provide a covered pedestrian passageway. Design should encourage pedestrian flow and avoid barriers to pedestrian access and mobility. See examples A, C, D, E, H, M, and others. ~~M, N, and O.~~

~~8. 6.~~ Provide lighting fixtures, trellis elements, street trees (in grates at the sidewalk level) and other landscape and streetscape features and furnishings at intervals that reinforce and enhance the architecture and articulation and modulation patterns. See examples ~~A, B, G, and P.~~ A, C, I, R, S, T, and others.

~~9. 7.~~ Level floor plates (sloped only enough to allow for positive drainage) should be provided where feasible, especially for floor plates that connect to frontages that incorporate commercial/active uses. Level floor plates facilitate conversion to other uses in the future, and facilitate an architectural design that relates to nearby buildings. Sloped ramps on the exterior are prohibited. Portions of the ramping that incorporate parking should be located on the least visible sides of the structure.

~~10. The overall height of the structure, as well as floor-to-floor heights are important design elements. The maximum height of the structure shall be 35 feet inclusive of the parapet wall, measured from the outside ground level along all frontages <reference Code provision here in next draft.> 8.~~ Flexibility in the design for later retrofit to other uses should incorporate greater floor-to-floor heights, flatter floors, alternate drainage and utilities positioning and other elements that would allow for easier repurposing into multifamily, retail, office, and other types of mixed-use spaces. Minimum floor to floor heights/clearances of 11 feet are encouraged. In areas of commercial or other active use integrated into the frontages of the parking structure, or as separate architectural structures in front of the parking structure, higher ground floor heights is desirable and could be evaluated during the project's design review process.

Commented [MR11]: Added this language per recent conversations.

119. Roofline modulation may also be provided to reduce the imposing sense of the horizontal roof line. Varying the height of the parapet wall level is encouraged to avoid the appearance of a flat roofline. See example F, I, X, and Y.

120. The architectural design of the parapet wall shall be integrated with the other architectural treatments of the structure, compatible with and complementary to the building floor levels. The parapet wall should be finished in a manner that provides an effective screen, masking views of parked cars from adjacent properties and public areas.

~~131.~~ The provision of public benefits pursuant to 18.42.090(M) will facilitate additional space in the structure.

a. Public benefits such as rooftop public use area/viewing space, solar energy elements, civic/community use space in the building, and other features shall be provided as described in 18.42.090(M). See examples A,B, R, T, and others.

b. Rooftop space for public use can be designed for active use and to provide opportunities for viewing Lake Washington and Mount Rainier. Rooftop space should include landscaping and green space.

Commented [MR12]: Added to expand text on the page and relate to a great new rooftop garden photo

142. Long term and short term bicycle parking shall be provided per 18.42.090(G). Such parking shall be attractively designed to enhance Town Center character. See examples U and V shown in CC.

15. Depending on commuter patterns, portions of the parking structure could be available for alternative uses during evenings and weekends. See example DD.

Commented [MR13]: Added to address photo of alternative use from London.

CAPTIONS

A

The commuter parking structure shall be designed to be an attractive part of the Town Center framework of uses, with active frontage and architectural features and materials that enhance the character of Town Center.

B & C

Space for retail or other active use shall be included at the ground floor level per LFPMC 18.42.090(L). Exterior overhangs and awnings for pedestrian weather protection and sidewalk café spaces are strongly encouraged.

D & E

Popular ground floor public spaces designed with awnings and covered areas for sidewalk seating and attractive architectural details; in these buildings the parking is located in the structure behind active use and below grade.

F

The exterior of the parking structure shall be designed to blend with other nearby buildings and should include finishes and articulation resembling other buildings at Town Center.

G

West Hollywood, CA parking structure—an award-winning example of mixed use and innovative design

H

Photos and a design illustration of the Bellevue Library parking structure, designed by Johnston Architects

I, J, K

These examples from the downtowns of Folsom, CA, Staunton, VA, and Auburn, ME show how parking structures can be architecturally designed and detailed to blend with the surrounding buildings and context. These examples also show the use of high quality materials.

L. Lake Forest Park City Hall

M

This example shows active use space (commercial, civic, etc.) incorporated into the ground level and floors above, along public facing frontages and wrapping the corner of the parking structure. This example also shows both horizontal and vertical modulation, articulation, and fenestration.

Example of a multi-level parking structure fronted with commercial/ active use and complementary architectural design to the setting; portions of the parking structure in example G are below grade.

HN

Integrate public use space into the design of the structure and explore new building technologies such as the use of cross-laminated timber as shown in this design example.

I, J, & K, P, Q

Designing stairway and elevator bays as recognizable architectural features and public art elements that enhance the character of Town Center and the civic presence of nearby City Hall is encouraged.

L

~~This example shows active use space (commercial, civic, etc.) incorporated into the ground level and floors above, along public facing frontages and wrapping the corner of the parking structure.~~

M, N, & O, S, and T

Architectural design of the parking structure should emphasize Pacific Northwest style and character, consistent with the style and character envisioned for Town Center.

M, N, and O, S, and T are examples of designs that emphasize Pacific Northwest style and materials. These design approaches also enhance human scale and place an emphasis on weather protection.

U

Courtyard space at the Washington Park Arboretum Environmental Education Center, Designed by Mithun Architects

V

Other examples of pedestrian entrances and courtyard spaces, including The Avenue, Washington DC, designed by Sasaki Associates

W

Various examples of covered pedestrian walkways from around the US

X

Multi-level parking structure with level floor plates, fronted with commercial/active use and complementary architectural design to the setting; portions of the parking structure in example X are below grade.

PY

This example shows active use space (commercial, civic, etc.) incorporated into the parking structure, with architectural detailing in the façade to blend the parking structure levels with the active use levels.

Q

Lake Forest Park City Hall

RZ

Photo voltaic solar panels that also provide sheltering/weather protection on the roof deck of a parking structure

AA

Providing publicly accessible rooftop space as a public benefit is strongly encouraged. This space can be designed to provide rooftop viewing that takes advantage of Town Center's proximity to Lake Washington

BB

Zen Garden space on rooftop of parking structure in Houston, TX

S

Green screen (vines on trellis/screen framework) along frontage of a parking structure

T

~~Providing publicly accessible rooftop space as a public benefit is strongly encouraged. This space can be designed to provide rooftop viewing that takes advantage of Town Center's proximity to Lake Washington.~~

U & VCC

U and V show Attractive examples of attractive and convenient long-term and short-term bicycle parking options.; image at left is the Millennium Park bike station in Chicago.

Commented [MR14]: Moved to above.

1
2
3
4
5

DD
Example of interior portion of parking structure in London, England repurposed as public café space.

DRAFT

DEFINITIONS OF TERMS

Articulation

To articulate something is to express it. The articulation of a building reveals how the parts fit into the whole by emphasizing each part separately. Expanding from that definition, articulation is also formally a method of styling the joints in architectural design. Through degrees of articulation, each part is united with the whole work by means of a joint in such a way that the joined parts are put together in styles ranging from exceptionally distinct jointing to the opposite of articulation that expresses fluidity and continuity of jointing. In highly articulated works, each part is defined precisely and stands out clearly. Examples include:

- Differentiating adjoining planes with a change in material, color, texture, or pattern.
- Developing corners as distinct linear elements independent of the abutting planes.
- Removing corners to physically separate neighboring planes.
- Lighting the form to create sharp contrasts in tonal value along edges and corners

Fenestration

Fenestration refers to the openings in the building envelope, including the installation of windows, doors, and skylights. Fenestration elements are all vital components of the building envelope, and the process of including these openings in the building envelope is known as fenestration. The placement and rhythm of fenestration elements in a building facade can break up the scale of the built form and enhance the character and design quality of the architecture.

Modulation

Modulation is a change, either horizontal or vertical, in the plane of a building surface or façade often implemented to integrate that building into the scale and setting of the surrounding context and character. This includes the stepping forward and back of walls, roof planes, and recessed openings in walls to provide relief to flat surfaces. Modulation of facades and rooflines helps to create visual and architectural interest and reinforce character and design quality. Modulation of built form also relates to a change in building height—either as a whole or in parts of the building, such as through roofline variation, to break up the visible scale of the building

Horizontal modulation emphasizes the horizontality and horizontal lines and design elements of the design of the building.

Vertical modulation emphasizes the verticality and vertical lines and design elements of the building.

USE OF “SHALL” VS. “SHOULD” IN THESE GUIDELINES

SHALL—The use of the term “shall” (or “shall not” in the negative) represents a requirement of the design. This provision must be included or provided as part of the design. It is a standard that designers must comply with.

SHOULD—The use of the term “should” (or “should not” in the negative) indicates a provision that is strongly encouraged, but that is not an absolute requirement. Compliance with this provision is voluntary, but highly desirable to the community. It is a guideline that designers should comply with.

Commented [MR15]: These definitions and others could be added to the updated Framework Design Guidelines document, applicable to all potential projects at Town Center.

Commented [MR16R15]: THESE HAVE BEEN ADDED TO THE END OF THE DOCUMENT

Commented [MR17]: This clarification of “should” vs. “shall” could be added in an introductory section of the updated Framework Design Guidelines applicable to all improvements at Town Center.

Commented [MR18R17]: THIS HAS NOW BEEN ADDED TO PAGE 2