



**CITY OF TUKWILA**  
*Department of Community Development*  
6300 Southcenter Boulevard, Tukwila, WA 98188  
Telephone: (206) 431-3670

## DESIGN REVIEW - ADMINISTRATIVE

### INFORMATION

City of Tukwila design review combines specific standards, design criteria and illustrative design guidelines to require that all developments reflect a high level of design quality. Tukwila has two design review processes; one for projects that require a public hearing before the Board of Architectural Review, and one for smaller projects that are approved administratively by the DCD Director.

**This application packet is for Administrative Design Review.**

**REQUIREMENTS:** Administrative approval is required for the following types of development:

**A. New Development or Redevelopment beyond the Existing Exterior Walls**

1. Multi-family or hotel/motel building additions up to 1,500 s.f.
2. All commercial and industrial development in various zones, when up to a certain size as follows:
  - MUO, O and RCM zoned buildings between 1,500 and 5,000 s.f.
  - In the Tukwila International Boulevard corridor RC zoned structures up to 1,500 s.f., outside of the TIB corridor RC zoned structures between 1,500 and 5,000 s.f.
  - TUC zoned buildings between 1,500 and 2,500 s.f. except those with multi-family units
  - NCC and RCC zoned developments up to 1,500 s.f.
  - C/LI and TVS zoned buildings between 1,500 and 10,000 s.f.
3. All development in LI, HI, MIC/L, MIC/H and TVS located **within 300' of a residential zone.**
4. All development in LI, HI, MIC/L, MIC/H and TVS located within 200 feet of the Green River.

**B. Exterior Repair, Reconstruction, Cosmetic Alterations or Improvements**

1. Any exterior repairs, alterations or improvements, if the cost of that work is between 10 and 25% of the building's assessed value:
  - in the MUO, O, RCC, NCC, RC, RCM, TUC and C/LI districts, for sites with more than 10,000 g.s.f. of building area and
  - all sites in the Tukwila International Boulevard corridor zoned NCC, MUO or RC.
2. Developments with a previous approved design may make minor changes with Department approval. All other changes require new design review.

**C. Proposed Development Standard Waivers**

The DCD Director may reduce landscape and building setbacks for Projects in the Tukwila International Boulevard corridor in the MUO, NCC, and RC zones.

**D. Minor Modification to an approved Board of Architectural Review decision**

**PROCEDURES:** At the time you submit your application you must have all of the items listed on the attached "Complete Application Checklist." You may request a waiver from items on the checklist that are not applicable to your project. Please discuss this waiver request with City staff either at a pre-application meeting or at the time of application submittal. Within 28 days of receiving your application, City staff will determine if it is complete based on the attached checklist. If not complete City staff will mail you a letter outlining what additional information is needed. If you do not submit requested materials within 90 days from the City's request for additional information the City may cancel your application.

Staff will meet with you as needed to help achieve project goals, and formulate a recommendation to the Director. Once all design issues have been resolved we will issue a Notice of Decision. This approval will expire unless construction begins within three years of the decision.

# COMPLETE APPLICATION CHECKLIST

The materials listed below must be submitted with your application unless specifically waived in writing by the Public Works Department and the Department of Community Development. Please contact each Department if you feel that certain items are not applicable to your project and should be waived. Application review will not begin until it is determined to be complete. **ADDITIONAL MATERIALS MAY BE REQUIRED.**

The initial application materials allow project review to begin and vest the applicant's rights. However, the City may require additional information as needed to establish consistency with development standards.

City staff are available to answer questions about application materials at 206-431-3670 (Department of Community Development) and 206-433-0179 (Department of Public Works).

Check items submitted with application	<b>Information Required.</b> <i>May be waived in unusual cases, upon approval of both Public Works and Planning</i>
<b>APPLICATION MATERIALS:</b>	
	1. Application Checklist (1 copy) indicating items submitted with application.
	2. Completed Application Form and drawings (5 copies).
	3. One set of all plans reduced to 8 1/2" x 11" or 11" x 17".
	4. Application Fee: See <a href="#">Land Use Fee Schedule</a> online.
	5. Completed and notarized Affidavit of Ownership and Hold Harmless Permission to Enter Property (1 copy attached).
	6. SEPA Environmental Checklist if required (see SEPA Application Packet)
<b>PUBLIC NOTICE MATERIALS:</b>	
	7. If the project requires SEPA review: Payment of notice board fee ( <a href="#">see Land Use Fee Schedule</a> ) to Fast Signs Tukwila <b>OR</b> provide a 4' x 4' public notice board on site within 14 days of the Department determining that a complete application has been received (see Public Notice Sign Specifications Handout). Mailed notice is <b>not</b> required.
<b>PROJECT DESCRIPTION AND ANALYSIS:</b>	
	8. Concurrency test notices for water, sewer, surface water and traffic unless the project is exempt from SEPA (see SEPA Application Packet).
	9. Sewer and water availability letters are required from the provider district if additional plumbing fixtures are proposed and the area is not serviced by the City of Tukwila. Forms are available at the DCD office.
	10. A written discussion of project consistency with decision criteria. (See Application)
	11. Provide two copies of sensitive area studies such as wetland or geotechnical reports if needed per Tukwila's Sensitive Areas Ordinance (TMC 18.45). See <a href="#">Geotechnical Report Guidelines</a> and <a href="#">Sensitive Area Special Study Guidelines</a> for additional information.

<b>Check items submitted with application</b>	<b>Information Required.</b> <i>May be waived in unusual cases, upon approval of both Public Works and Planning</i>
<b>SITE PLAN:</b>	
	12 (a) The site plan must include a graphic scale, north arrow and project name. Maximum size 24" x 36".
	(b) Existing and proposed building footprints.
	(c) Dash in required setback distances from all parcel lot lines.
	(d) Fire access lanes and <a href="#">turn-arounds</a> per Fire Department standards.
	(e) Parking lots with dimensioned stalls and drive aisles.
	(f) Loading and service areas.
	(g) Fences, rockeries and retaining walls with called out colors and materials.
	(h) Street furniture such as benches and bike racks.
	(i) Pedestrian connections between the building entrance(s) and the sidewalk/public street.
	(j) In MDR and HDR zones provide a development coverage calculation (maximum 50%).
	(k) Show all existing and proposed easements.
	(l) Vicinity Map with site location does not have to be to scale.
<b>LANDSCAPE PLAN:</b>	
	13 (a) If the landscaping will be altered or the existing landscaping does not meet current standards (TMC 18.52) provide a landscape planting plan by a Washington State licensed landscape architect. One set of all plans and analyses shall have an original Washington State registered Landscape Architect stamp and signature. Plans must include the type, quantity, spacing and location of all plantings. Maximum size 24" x 36".
	(b) Show all existing trees to be retained and any tree protection measures required (for example fencing at drip line).
<b>SENSITIVE AREAS PLAN (If the project will affect any sensitive areas):</b>	
	14 (a) Location of all sensitive areas (e.g. streams, wetlands, slopes over 20%, coal mine areas and important geological and archaeological sites). For stream frontage provide existing and proposed top of stream bank, stream bank toe, stream mean high water mark, and base flood elevation (i.e., 100 yr. flood). Maximum size 24" x 36".
	(b) Location of all required sensitive area buffers, setbacks tracts and protection measures.
	(c) Show all significant trees (4" or more in diameter measured 4.5 feet above grade), indicating those to be retained and those to be removed. A tree permit will be required for removal of any significant trees within a sensitive area or its buffer.
	(d) Existing and proposed building footprints.

<b>Check items submitted with application</b>	<b>Information Required.</b> <i>May be waived in unusual cases, upon approval of both Public Works and Planning</i>
<b>CIVIL PLANS (If utility or site work is proposed):</b>	
	15 (a) One set of all civil plans and analyses shall be stamped, signed and dated by a licensed professional engineer. Include a graphic scale and north arrow. Maximum size 24" x 36".
	(b) Vertical datum NAVD 1988 and horizontal datum NAD 83/91. Conversion calculations to NGVD 1929, if in a flood zone or flood-prone area.
	(c) Existing (dashed) and proposed (solid) topography at 2' intervals.
	(d) Total expected cut and fill.
	(e) Existing and proposed utility easements and improvements, on site and in street (water, sewer, power, natural gas, telephone, cable). Schematic designs to be provided regardless of purveyor (e.g. site line size, location, and size of public main). No capacity calcs, invert depth, valve locations or the like are needed.
	(f) Storm drainage design at least 90% complete, which meets the King County Surface Water Design Manual (KCSWDM). Include a Technical Information Report (TIR) including feasibility analysis if required by the Manual. Call out total existing and proposed impervious surface in square feet. Include all storm drainage conveyance systems, water quality features, detention structures, maintenance access and safety features. For additional guidance contact Public Works or go to <a href="http://www.tukwilawa.gov/pubwks/pwpermit.html">http://www.tukwilawa.gov/pubwks/pwpermit.html</a> .
	(g) Locate the nearest existing hydrant and all proposed hydrants.
	(h) Show the 100 yr. flood plain boundary and elevation as shown on FEMA maps.
	(i) Plan, profile and cross-section for any right-of-way improvements.
	(j) Show planned access to buildings, driveways, fire access lanes and turn-arounds.
<b>OTHER:</b>	
	16. Dimensioned and scalable building elevations with keyed colors and materials. Show mechanical equipment and/or any proposed screening. Maximum size 24" x 36".
	17. Color and materials board accurately representing the proposed project.
	18. A rendering or photo montage showing the project in context is suggested. If submitted it must accurately show the project and be from a realistic perspective (5 to 6 feet above the sidewalk).
	19. Luminaire plan including location and type of street and site lighting if any changes to the existing fixtures are proposed. Include proposed fixture cut sheets, site light levels (foot-candles), and measures to shield adjacent properties from glare.
	20. All existing and proposed signage with sign designs and locations.



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# DESIGN REVIEW - ADMINISTRATIVE

## APPLICATION

*FOR STAFF USE ONLY Permits Plus Type: P-DR*

<b>Planner:</b>	<b>File Number:</b>
<b>Application Complete Date:</b>	<b>Project File Number:</b>
<b>Application Incomplete Date:</b>	<b>Other File Numbers:</b>

**NAME OF PROJECT/DEVELOPMENT:** \_\_\_\_\_

**BRIEF DESCRIPTION OF PROJECT** \_\_\_\_\_

**LOCATION OF PROJECT/DEVELOPMENT:** *Give street address or, if vacant, indicate lot(s), block and subdivision, access street, and nearest intersection.*

\_\_\_\_\_  
\_\_\_\_\_

*LIST ALL TAX LOT NUMBERS (this information may be found on your tax statement).*

\_\_\_\_\_

### DEVELOPMENT COORDINATOR:

The individual who:

- has decision making authority on behalf of the owner/applicant in meetings with City staff,
- has full responsibility for identifying and satisfying all relevant and sometimes overlapping development standards, and
- is the primary contact with the City to whom all notices and reports will be sent.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ FAX: \_\_\_\_\_

E-mail: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



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**AFFIDAVIT OF OWNERSHIP AND HOLD HARMLESS  
 PERMISSION TO ENTER PROPERTY**

STATE OF WASHINGTON

ss

COUNTY OF KING

The undersigned being duly sworn and upon oath states as follows:

1. I am the current owner of the property which is the subject of this application.
2. All statements contained in the applications have been prepared by me or my agents and are true and correct to the best of my knowledge.
3. The application is being submitted with my knowledge and consent.
4. Owner grants the City, its employees, agents, engineers, contractors or other representatives the right to enter upon Owner's real property, located at \_\_\_\_\_ for the purpose of application review, for the limited time necessary to complete that purpose.
5. Owner agrees to hold the City harmless for any loss or damage to persons or property occurring on the private property during the City's entry upon the property, unless the loss or damage is the result of the sole negligence of the City.
6. Non-responsiveness to a City information request for ninety (90) or more days, shall be cause to cancel the application(s) without refund of fees.

EXECUTED at \_\_\_\_\_ (city), \_\_\_\_\_ (state), on \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
 (Print Name)

\_\_\_\_\_  
 (Address)

\_\_\_\_\_  
 (Phone Number)

\_\_\_\_\_  
 (Signature)

On this day personally appeared before me \_\_\_\_\_ to me known to be the individual who executed the foregoing instrument and acknowledged that he/she signed the same as his/her voluntary act and deed for the uses and purposes mentioned therein.

SUBSCRIBED AND SWORN TO BEFORE ME ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
 NOTARY PUBLIC in and for the State of Washington  
 residing at \_\_\_\_\_

My Commission expires on \_\_\_\_\_

# DESIGN REVIEW CRITERIA

The specific design criteria used to evaluate each project differs based on the type of project and its location. Please discuss project consistency with the applicable set of design criteria. The applicant bears responsibility for demonstrating that the proposed development plans satisfy all of the review criteria.

The three sets of Board of Architectural Review (BAR) criteria and references to illustrate implementing design guidelines are presented below. Please consult with Planning Division staff to clarify which set of criteria should be used. Selected Comprehensive Plan policies, which provide illustrative design guidance, are presented after the criteria as a courtesy. The complete Comprehensive Plan policies are provided in the [Tukwila Comprehensive Land Use Plan \(1995\)](#). Written responses to each criteria are required for a complete application.

**CRITERIA FOR COMMERCIAL AND LIGHT INDUSTRIAL DEVELOPMENTS ([TMC 18.60.050\(A\)](#)).** Applies to all projects requiring design review except: multifamily, hotel and motel developments and developments in the Tukwila International Boulevard corridor (see TMC [18.60.060\(C\)](#)). Projects located within 200' of Green/Duwamish River must meet additional criteria in the Shoreline Substantial Development Permit Application.

## 1. Relationship of Structure to Site

- a. The site should be planned to accomplish a desirable transition with the streetscape and to provide for adequate landscaping and pedestrian movement.
- b. Parking and service areas should be located, designed and screened to moderate the visual impact of large paved areas.
- c. The height and scale of each building should be considered in relation to its site.

## 2. Relationship of Structure and Site to Adjoining Area

- a. Harmony in texture, line and masses is encouraged.
- b. Appropriate landscape transition to adjoining properties should be provided.
- c. Public buildings and structures should be consistent with the established neighborhood character.
- d. Compatibility of vehicular and pedestrian circulation patterns and loading facilities in terms of safety, efficiency and convenience should be encouraged.
- e. Compatibility of on-site vehicular circulation with street circulation should be encouraged.

## 3. Landscape and Site Treatment

- a. Where existing topographic patterns contribute to beauty and utility of a development, they should be recognized, preserved and enhanced.
- b. Grades of walks, parking spaces, terraces and other paved areas should promote safety and provide an inviting and stable appearance.
- c. Landscape treatment should enhance architectural features, strengthen vistas and important axis, and provide shade.
- d. In locations where plants will be susceptible to injury by pedestrian or motor traffic, mitigating steps should be taken.
- e. Where building sites limit planting, the placement of trees or shrubs in paved areas is encouraged.
- f. Screening of service yards and other places, which tend to be unsightly, should be accomplished by the use of walls, fencing, planting or combinations of these. Screening should be effective in winter and summer.
- g. In areas where general planting will not prosper, other materials such as fences, walls, and paving of wood, brick, stone or gravel may be used.
- h. Exterior lighting, when used, should enhance the building design and the adjoining landscape. Lighting standards and fixtures should be of a design and size compatible with the building and adjacent area. Lighting should be shielded, and restrained in design. Excessive brightness and brilliant colors should be avoided.



#### **4. Building Design**

- a. Architectural style is not restricted; evaluation of a project should be based on quality of design and relationship to surroundings.
- b. Buildings should be to appropriate scale and be in harmony with permanent neighboring developments.
- c. Building components, such as windows, doors, eaves, and parapets, should have good proportions and relationship to one another. Building components and ancillary parts shall be consistent with anticipated life of the structure.
- d. Colors should be harmonious, with bright or brilliant colors used only for accent.
- e. Mechanical equipment or other utility hardware on roof, ground or buildings should be screened from view.
- f. Exterior lighting should be part of the architectural concept. Fixtures, standards and all exposed accessories should be harmonious with building design.
- g. Monotony of design in single or multiple building projects should be avoided. Variety of detail, form and fitting should be used to provide visual interest.

#### **5. Miscellaneous Structures and Street Furniture**

- a. Miscellaneous structures and street furniture should be designed to be part of the architectural concept of design and landscape. Materials should be compatible with buildings, scale should be appropriate, colors should be in harmony with buildings and surroundings, and proportions should be to scale.
- b. Lighting in connection with miscellaneous structures and street furniture should meet the guidelines applicable to site, landscape and buildings.

Consistency with adopted plans and regulations ([TMC 18.100.030](#))

6. Demonstrate the manner in which the proposal is consistent with, carries out and helps implement applicable state laws and the regulations, policies, objectives and goals of the City of Tukwila Comprehensive Plan, the City of Tukwila's Development Regulations and other official laws, policies and objectives of the City of Tukwila.

**CRITERIA FOR MULTI-FAMILY, HOTEL AND MOTEL DEVELOPMENTS ([TMC 18.60.050\(B\)](#)):** Applies to all multi-family, hotel and motel projects except for projects in the Tukwila International Boulevard corridor (see [TMC 18.60.060\(C\)](#)).

#### **1. Site Planning**

- a. Building siting, architecture, and landscaping shall be integrated into and blend harmoniously with the neighborhood building scale, natural environment, and development characteristics as envisioned in the Comprehensive Plan. For instance, a multi-family development's design need not be harmoniously integrated with adjacent single family structures if that existing single family use is designated as "Commercial" or "High Density Residential" in the Comprehensive Plan. However, a "Low Density Residential" (detached single family) designation would require such harmonious design integration.
- b. Natural features which contribute to desirable neighborhood character shall be preserved to the maximum extent possible. Natural features include, but are not limited to, existing significant trees and stands of trees, wetlands, streams, and significant topographic features.
- c. The site plan shall use landscaping and building shapes to form an aesthetically pleasing and pedestrian scale streetscape. This shall include, but not be limited to facilitating pedestrian travel along the street, using architecture and landscaping to provide a desirable transition from streetscape to the building, and providing an integrated linkage from pedestrian and vehicular facilities to building entries.
- d. Pedestrian and vehicular entries shall provide a high quality visual focus using building siting, shapes, and landscaping. Such a feature establishes a physical transition between the project and public areas, and establishes the initial sense of high quality development.
- e. Vehicular circulation design shall minimize driveway intersections with the street.
- f. Site perimeter design (i.e. landscaping, structures, and horizontal width) shall be coordinated with site development to ensure a harmonious transition between adjacent projects.



- g. Varying degrees of privacy for the individual residents shall be provided; increasing from the public right-of-way, to common areas, to individual residences. This can be accomplished through the use of symbolic and actual physical barriers to define the degrees of privacy appropriate to specific site area functions.
- h. Parking and service areas shall be located, designed, and screened to interrupt and reduce the visual impact of large paved areas.
- i. The height, bulk, footprint, and scale of each building shall be in harmony with its site and adjacent long-term structures.

## **2. Building Design**

- a. Architectural style is not restricted, evaluation of a project shall be based on the quality of its design and its ability to harmonize building texture, shape, lines and mass with the surrounding neighborhood.
- b. Buildings shall be of appropriate height, scale, and design/shape to be in harmony with those existing permanent neighboring developments which are consistent with, or envisioned in, the Comprehensive Plan. This will be especially important for perimeter structures. Adjacent structures which are not in conformance with the Comprehensive Plan should be considered to be transitional. The degree of architectural harmony required should be consistent with the non-conforming structure's anticipated permanence.
- c. Building components, such as windows, doors, eaves, parapets, stairs and decks shall be integrated into the overall building design. Particular emphasis shall be given to harmonious proportions of these components with those of adjacent developments. Building components and ancillary parts shall be consistent with the anticipated life of the structure.
- d. The overall color scheme shall work to reduce building prominence and shall blend in with the natural environment.
- e. Monotony of design in single or multiple building projects shall be avoided. Variety of detail, form, and siting shall be used to provide visual interest. Otherwise monotonous flat walls and uniform vertical planes of individual buildings shall be broken up with building modulation, stairs, decks, railings, and focal entries. Multiple building developments shall use siting and additional architectural variety to avoid inappropriate repetition of building designs and appearance to surrounding properties.

## **3. Landscape and Site Treatment**

- a. Existing natural topographic patterns and significant vegetation shall be reflected in project design when they contribute to the natural beauty of the area or are important to defining neighborhood identity or a sense of place.
- b. Landscape treatment shall enhance existing natural and architectural features, help separate public from private spaces, strengthen vistas and important views, provide shade to moderate the affects of large paved areas, and break up visual mass.
- c. Walkways, parking spaces, terraces, and other paved areas shall promote safety and provide an inviting and stable appearance. Direct pedestrian linkages to the public street, to on-site recreation areas, and to adjacent public recreation areas shall be provided.
- d. Appropriate landscape transition to adjoining properties shall be provided.

## **4. Miscellaneous Structures**

- a. Miscellaneous structures shall be designed as an integral part of the architectural concept and landscape. Materials shall be compatible with buildings, scale shall be appropriate, colors shall be in harmony with buildings and surroundings, and structure proportions shall be to scale.
- b. Screening of service yards, and other places which tend to be unsightly, shall be accomplished by the use of walls, fencing, planting, berms, or combinations of these. Screening shall be effective in winter and summer.
- c. Mechanical equipment or other utility hardware on roof, ground or buildings shall be screened from view. Screening shall be designed as an integral part of the architecture (i.e., raised parapets and fully enclosed under roof) and landscaping.
- d. Exterior lighting standards and fixtures shall be of a design and size consistent with safety, building architecture and adjacent area. Lighting shall be shielded, and restrained in design with no off-site glare spill over. Excessive brightness and brilliant colors shall not be used unless clearly demonstrated to be integral to building architecture.

Consistency with adopted plans and regulations ([TMC 18.100.030](#))

5. Demonstrate the manner in which the proposal is consistent with, carries out and helps implement applicable state laws and regulations and the regulations, policies, objectives and goals of the City of Tukwila Comprehensive Plan, the City of Tukwila's Development Regulations and other official laws, policies and objectives of the City of Tukwila.

**CRITERIA FOR BAR REVIEW OF DEVELOPMENTS IN THE TUKWILA INTERNATIONAL BOULEVARD CORRIDOR ([TMC 18.60.030](#) and [18.60.060\(C\)](#)).** Applies to all developments in the Tukwila International Boulevard Corridor.

**1. Site Design**

a. Site Design Concept

- Organize site design elements to provide an orderly and easily understood arrangement of building, landscaping, and circulation elements that support the functions of the site.

b. Relationship to Street Front

- Organize site design elements to create a distinct street edge, and minimize parking between structures and street.
- Orient at least one building entry to a major public street.

c. Street Corners

- Emphasize the importance of street corners through building location, the provision of pedestrian access, special site features and/or landscape features.

d. Continuity of Site with Adjacent Sites

- Maintain visual and functional continuity between the proposed development and adjacent and neighboring properties through setbacks, building massing, circulation and landscaping, where appropriate.

e. Shared Facilities

- Incorporate opportunities for joint development of sites where there is potential for common building walls, shared driveways, landscaping, or other shared facilities.

f. Site Design for Safety

- Minimize conflicts between drivers and pedestrians through the siting of structures, location of circulation elements, landscape design, and placement of signs.
- Design and site structures to maximize site surveillance opportunities from buildings and public streets.
- Provide adequate lighting levels in all pedestrian areas, including building entries, along walkways, parking areas, and other public areas.
- Design landscaping so that long term growth will not interfere with site lighting and surveillance.
- Use durable, high quality materials in site furnishings and features for ease of maintenance.

g. Siting and Screening of Service Areas

- Minimize the visual and aural impacts of service areas such as loading docks, trash and recycling collection points, utility maintenance areas, etc., through site design, landscaping and screening.

h. Natural Features and Sensitive Areas

- Preserve natural features such as existing topography, significant trees or wooded areas, wetlands and/or watercourses and incorporate them into the overall site, where appropriate.
- Design and site structures on hillsides to minimize the visual and environmental impact of development in these locations.
- Employ site design techniques that take advantage of and/or enhance visual focal points along the corridor, where feasible.

i. Surface Stormwater Detention Facilities

- Integrate water quality treatment techniques such as bio-filtration swales and ponds with overall site design, where possible and appropriate.

j. Pedestrian Circulation

- Provide paved pedestrian walkways that connect all buildings and entries of buildings within a site.
- Provide a paved pedestrian walkway from the public sidewalk(s) to the main entry of developments; where a development fronts two streets, access must be provided from both streets.
- Provide pedestrian connections from the on-site pedestrian network to walkways on adjacent properties and to other off-site destinations, where feasible.
- Support pedestrian movement between properties and from private property to public rights-of-way by providing facilities that traverse natural or man-made barriers, where appropriate.
- Provide direct pedestrian walkways from businesses in commercial areas to transit stops, and/or provide additional transit amenities, where appropriate and feasible.

k. Pedestrian Amenities

- Incorporate pedestrian amenities in site design to increase the utility of the site and enhance the overall pedestrian environment in the corridor, where possible.

l. Vehicular Circulation

- Minimize conflicts between vehicular and pedestrian traffic.
- Minimize the amount of space devoted to vehicular circulation by limiting access driveways; ensuring that internal site circulation is efficient; and/or taking advantage of opportunities for shared driveways.

m. Parking

- Minimize the amount of space devoted to parking by taking advantage of shared parking and/or methods for reducing parking demand, where possible.

**2. Building Design**

a. Architectural Concepts

- Develop an architectural concept for structure(s) on the site that conveys a cohesive and consistent thematic or stylistic statement, and is responsive to the functional characteristics of the development.
- Ensure that development on sites with more than one structure employ similar or complementary architectural styles and/or are related in scale, form, color, and use of materials and/or detailing.

b. Architectural Relationships

- Provide for visual and functional continuity between the proposed development and adjacent and neighboring structures when these structures demonstrate an appropriate level of architectural quality.
- Reduce the apparent scale of large commercial buildings located in the Neighborhood Commercial Center district and located adjacent to residential districts.

c. Building Elements, Details, and Materials

- Provide distinctive building corners at street intersections through the use of special architectural elements and detailing, and pedestrian-oriented features where possible (see definition of pedestrian friendly facade).
- Relate the design and scale of building elements and details to the building's overall form and massing.
- Employ architectural details that are appropriate to the architectural character of the building.
- Utilize durable, high quality building materials that contribute to the overall appearance, ease of maintenance, and longevity of the building.
- Integrate the design and placement of exterior lighting with the architectural design and materials.

d. Pedestrian-Oriented Features

- Provide pedestrian-friendly facades (see Definitions) on the ground floor of all buildings that face public streets and entry facades that face parking areas.
- Provide special treatment for large blank walls (see Definitions) that are visible from pedestrian walkways and parking areas.
- Enhance building entries through the use of weather protection, landscaping, pedestrian amenities and/or distinctive architectural features.

e. Mechanical Equipment

- Locate and/or screen roof-mounted mechanical equipment to minimize visibility from public streets, building approaches, and adjacent properties.
- Locate and/or screen utility meters and other ground level utility equipment to minimize visibility from the street.

### **3. Landscape Design**

#### a. Landscape Design

- Develop a landscape design concept that demonstrates a clear and appropriate aesthetic statement.
- Develop a landscape design concept that reinforces site design and fulfills the functional requirements of the development, including screening and buffering.
- Ensure that the landscape design reinforces and complements plantings in the public right-of-way.

#### b. Planting Design

- Select plant materials that reinforce the landscape design concept, and are appropriate to their location in terms of hardiness, maintenance needs, and growth characteristics.
- Incorporate existing significant trees, wooded areas, and/or vegetation in the planting plan where they contribute to overall landscape design.

### **4. Signs**

#### a. Signage Concept

- Provide signage that is integrated with the architectural concept in scale, detailing, use of color, materials, and placement.

#### b. Sign Placement

- Provide signage that is oriented to both pedestrians and motorists in design and placement.
- Provide adequate directional signage on site and building identification numbers that are legible from the street(s).
- Integrate freestanding signs with the landscaping.

#### c. Sign Design

- Consider both day- and night-time viewing in the design, placement, and lighting of signage.
- Provide durable, high quality materials and finishes for signage.

### Consistency with Adopted Plans and Regulations ([TMC 18.100.030](#))

5. Demonstrate the manner in which the proposal is consistent with, carries out and helps implement applicable state laws and regulations and the regulations, policies, objectives and goals of the City of Tukwila's Comprehensive Plan, the City of Tukwila's Development Regulations and other official laws, policies and objectives of the City of Tukwila.

## **COMPREHENSIVE PLAN POLICIES RELATED TO DESIGN REVIEW -**

The Tukwila Comprehensive Plan contains policies regarding the design of certain types of development in particular zones or areas. These policies further articulate the design review criteria in TMC 18. Policies related to multifamily, hotel and motel developments, and the Tukwila International Boulevard corridor have been omitted in favor of the specific design guidelines referenced in the appropriate design criteria.

Please note that more than one category of policies may apply (e.g. a motel on Interurban Avenue in the RCM zone will need to satisfy policies for: General Commercial Areas and Interurban Avenue South, and the “Multi-family Design Guidelines”). In some cases, the goal for the use or area is noted to provide a context for the design policies.

### **A. ALL COMMERCIAL AREAS**

Goal 1.7: "Commercial districts that are visually attractive and add value to the community, are visitor and pedestrian friendly, are designed with pride and constructed with quality workmanship, are secure and safe with adequate lighting and convenient access, are uncongested with smooth-flowing traffic patterns, are well-maintained with adequate streetscape landscaping, and are wholesome and in harmony with adjacent uses".

1. The design includes consideration of features that reflect characteristics of Tukwila's history (1.2.4).
2. Fencing and landscape buffers are provided between commercial and residential uses (1.7.4).
3. The development provides adequate parking and lighting (1.7.3).
4. Where open spaces and trails are included in the development, they are designed not to interfere with the reasonable use of adjacent private property (1.10.11), and they are designed and constructed in a manner that is safe for all users and adjacent property owners (1.11.7).
5. In areas of concentrated commercial and retail activity, the development is connected by pedestrian facilities to the City's trail network, where feasible (1.11.4).

### **B. RESIDENTIAL COMMERCIAL CENTER (RCC) ZONE**

Goal 7.7: "Residential Commercial Centers that bring small commercial concentrations into existing residential neighborhoods to improve existing residential areas while providing products and services to nearby residents".

1. The development achieves a pedestrian transition between buildings, streets and adjacent properties (7.7.5).
2. The development incorporates small-scale pedestrian amenities such as benches and canopies, to convey the impression of a residential center and community focal point (7.7.8).
3. The development provides appropriate structural transitions (i.e. use of similar building scale, compatible architectural styles, etc.) between residential and commercial areas (7.7.7).
4. The development employs design elements that help to blend it in with the character of the residential neighborhood (7.7.9).
5. Where there are existing residential structures on site, the commercial development should be achieved primarily through new construction, rather than the conversion of existing residential structures to commercial uses (7.7.3).
6. Through parking placement and setbacks (e.g. locating parking behind or beside buildings), the development should help to achieve compactness of building form and pedestrian orientation, helping to create a focal point in the Residential Commercial Center (7.7.4).

### **C. TUKWILA URBAN CENTER (TUC) ZONE**

Goal 10.2: “Encourage and allow a central focus for the Tukwila Urban Center, with natural and built environments that are attractive, functional, and distinctive, and supports a range of mixed uses promoting business, shopping, recreation, entertainment, and mixed use residential opportunities.”

1. Wherever possible, the development provides an interior vehicular connection between adjacent parking areas (10.2.4).
2. Where adjacent to a park, the development responds to or enhances the open space network and public amenities (e.g. by providing connections to open spaces (10.2.9).
3. The development should be designed with an appropriate scale and proportion; pedestrian-oriented features and streetfront activity areas, such as ground floor windows, modulated facades, rich details in materials and signage; quality landscaping; an appropriate relationship to adjacent sites; an overall building quality; and with sensitivity to important features such as Green River and Tukwila Pond (10.2.7).
4. Parking areas should be designed with appropriate screening, landscaping and corner site/parking relationships (10.2.6).

5. The development should achieve a high-quality design; contribute to the creation of hospitable pedestrian environments through site design techniques, such as integration of architectural/site design/landscape elements and co-existence of auto/transit/pedestrian traffic; should be designed to maximize pedestrian safety and convenience; and should incorporate physical and natural elements that enhance the area's overall aesthetic, including street orientation (10.2.3).
6. The development should generally support existing plans, policies and programs designed to improve open space and other public amenities in the Tukwila Urban Center (e.g. projects adjacent to parks recognize and complement open spaces; open spaces are oriented with access to sunlight and are designed to promote security and visibility) (10.2.9).

#### **D. TRANSPORTATION CORRIDORS**

Goal 1.8: "A more attractive form of commercial development along major streets in the community, in which buildings and plantings are prominent and oriented to pedestrians, transit and automobiles".

1. The development provides through-block pedestrian connections (1.8.5).
2. Building facades provide pedestrian weather protection, see-through glass and distinctive roof lines. On minor facades adjacent to secondary streets or pedestrian paths, the development incorporates interesting and pedestrian-friendly features (1.8.7).
3. Within commercial areas, the development provides pedestrian pathways between sidewalks and building entrances, and between adjacent properties and buildings, thereby ensuring that parking lots are not barriers to pedestrians (8.1.2).
4. Parking areas include landscaped interior areas as well as perimeter landscape strips (8.1.4).
5. Mechanical equipment and trash/recycling areas are incorporated into the overall design and screened from view; roof designs conceal equipment; dumpsters are not located within front yards (8.1.5).
6. Roof lines are prominent and contribute to the distinct character of the area (8.1.12).
7. Where appropriate, the development should provide or allow for future facilities/improvements that support transit use (1.8.8).
8. Buildings, parking, and pedestrian facilities should be designed with compatible locations and configurations (e.g. locating parking in back or on the side of buildings, buildings pulled out to street) (1.8.2).

#### **E. INTERURBAN AVENUE SOUTH**

Goal 8.3: "A high-amenity multi-modal transportation corridor with a varied mix of office, commercial, recreational, high-density residential and light industrial uses".

1. Improve public rights-of-way that connect Interurban Avenue and the river with signage, street parking, paving, and other elements that signify the riverfront (8.3.5). Note: This policy applies to right-of-way improvements to the extent that they are the developer's responsibility.
2. Preserve or commemorate the structures remaining from the turn of the century, in either their present or a nearby location, as determined in a city-wide survey and designation process (8.3.9).

#### **F. SOUTHCENTER BOULEVARD**

Goal 8.4: "A corridor of low-rise offices, residences, with localized commercial uses at major intersections all of which act as a buffer to the low-density residential neighborhoods to the north".

1. Roof lines of buildings are sloped, to imitate local topography and residential character of the corridor (8.4.4).
2. The building design achieves an appropriate balance between maintaining hillside views and providing contour-hugging structures (8.4.3).
3. Where appropriate and feasible, the development provides additional pedestrian connections between Southcenter Boulevard and residential areas to the north (8.4.6).
4. The project design should emphasize the landscaping, residential character, and hillside traits along Southcenter Boulevard (8.4.10).



## **G. PUBLIC FACILITIES/UTILITIES/STREETS**

Goal “Goals for the design of these improvements are scattered throughout the various subarea components of the Tukwila Comprehensive Plan and no one goal appropriately summarizes the City’s position. Specific policies are presented below”.

1. Public developments reflect the highest standard of design quality, to enhance neighborhood quality and set the standard for others (7.5.3).
2. Where technically feasible, the utility or agency should consolidate its facilities with others and minimize visual impacts of facilities (12.1.36).
3. Sharing of cellular communications towers, poles, antennae, trenches, easements and substation sites is encouraged (12.1.36).
4. Enclosing telephone switching facilities in buildings compatible with the surrounding area is encouraged (12.1.36).
5. Where appropriate, the public transportation project, utility or other public facility should incorporate public open spaces (1.10.7).
6. Where appropriate, the street project or development should provide or allow for future facility/improvements that support transit use (1.8.8).
7. Where appropriate, the design should provide opportunities to integrate public art into the project (8.1.13).