Spokane Design Review Board

Wednesday, August 25, 2021
5:30-8:00 PM
Teleconference

TIMES GIVEN ARE AN ESTIMATE AND ARE SUBJECT TO CHANGE

Board Briefing Session:

5:30 – 5:40	**1)** Call to Order	Chair
	2) Roll Call	Dean Gunderson
	3) Changes to the Agenda?	Chair
	4) Motion to Temporarily Suspend Rules	Chair

Workshop:

5:40 – 7:45	**5)** Collaborative Workshop Committee - Recommendation	CWC Members Dean Gunderson
	• Staff Presentation..... 15-20 m	
	• Workshop with Board..... 45-60 m	
	6) New Design Guidelines - Workshop	Dean Gunderson Taylor Berberich
	• Staff Presentation..... 15-20 m	
	• Workshop with Board..... 45-60 m	

Board Business:

7:45 – 8:00	**7)** Approve Minutes from July 28, 2021	Chair
	8) Old Business	
	9) New Business	
	10) Chair Report	Chair
	11) Secretary Report	Dean Gunderson
	12) Other	
	13) Adjourn	

The next Design Review Board meeting is scheduled for Wednesday, September 08, 2021**.**

In order to comply with public health measures and Governor Inslee's *Stay Home, Stay Safe* order, the Design Review Board meeting will be held on-line

Members of the general public are encouraged to join the on-line meeting using the following information:

To participate via video follow the link on your computer (click on "Join meeting")

Join meeting

To participate by phone

Call: 1 (408) 418-9388
Enter: **1468 25 2284** followed by **#** when prompted for a meeting number or access code. Enter **#** when prompted for an attendee ID

While the meeting begins at 5:30pm, you can join as early as 5:15pm on the date of the meeting.

Please note that public comments cannot be taken during the meeting, but the public is encouraged to continue to submit their comments or questions in writing to:

Dean Gunderson, Sr. Urban Designer
dgunderson@spokanecity.org

The audio proceedings of the Design Review Board meeting will be recorded, with digital copies made available upon request.

Meeting Process - Spokane Design Review Board

Call to Order

- Chair calls the meeting to order, noting the date and time of the meeting.
- Chair asks for roll call for attendance.
- Chair asks if there any changes to the agenda.
- Chair asks for motion to temporarily suspend the rules (see Agenda packet)

Board Workshop

- Chair announces the first project to be reviewed and notes the following: a) the Board will consider the design of the proposal as viewed from the surrounding public realm; b) the Board does not consider traffic impacts in the surrounding area or make recommendations on the appropriateness of a proposed land use; c) the Board will not consider un-permitted, possible surrounding development(s) except those which are contemplated under the Comprehensive Plan and Development Code; c) it is the applicant's responsibility to meet all applicable Code requirements regardless of what might be presented or discussed during workshops.
- Chair asks for a staff report.

Staff Report

- Staff report on the item, giving findings of fact. Presentation will be kept to 5-10 minutes.

Applicant Presentation

- Chair invites the applicant(s) to introduce the project team and make a 10-15 minute presentation on the project.

Public Comment *

** During the Stay Home, Stay Safe order, public comments are being accepted in writing.*

DRB Clarification

- Chair may request clarification on comments.

Design Review Board Discussion

- Chair will ask the applicants whether they wish to respond to any written public comments, after their response (if any) they are to return to their seats in the audience.
- The Chair will formally close public comments (unless motioned otherwise).
- Chair leads discussion amongst the DRB members regarding the staff topics for discussion, applicable design criteria, identification of key issues, and any proposed design departures.

Design Review Board Motions

- Chair asks whether the DRB is ready to make a motion.
- Upon hearing a motion, Chair asks for a second. Staff will record the motion in writing.
- Chair asks for discussion on the motion.
- Chair asks the applicant if they would like to respond to the motion.
- After discussion, Chair asks for a vote.

Design Review Board Follow-up

- Applicant is advised that they may stay or leave the meeting, and that the annotated & signed motion will be made available within five working days.
- Next agenda item announced.

Board Business

- Meeting Minutes - Chair asks for comments on the minutes of the last meeting; Asks for a motion to approve the minutes.
- Chair asks is there any old business? Any old business is discussed.
- Chair asks is there any new business? Any new business is discussed.
- Chair Report – Chair gives a report.
- Secretary Report – Sr. Urban Designer gives a report.

Other

- Chair asks board members if there is anything else.

Adjourn

- Chair asks for a motion to adjourn. After the motion is seconded, and approved by vote, Chair announces that the meeting is adjourned, noting the time of the adjournment.

Collaborative Workshop Committee

Summary Report of collaborations held between 1/27/21 and 8/20/21

Meetings held on: Jan. 27th, 2021,
February 3nd, 2021, and
May 19th, 2021 (with online review of documents held afterwards)

Committee Members attending:

Kathy Lang, DRB Chair and Community Assembly DRB Liaison
Anne Hanenburg, Landscape Architect DRB member
Chad Schmidt, Urban Designer DRB member
Chuck Horgan, Arts Commission DRB Liaison

Staff attending:

Dean Gunderson, DRB Secretary and Senior Urban Designer
Taylor Berberich, Urban Designer

Contents

Summary

This summary report is from the first meeting of the Collaborative Workshop Committee of the Spokane Design Review Board (DRB). The need for such a committee was identified in a DRB Retreat held the prior week on 1/20/21.

The purpose of this committee's work is to explore alternative formats for the Step 1 meeting conducted as part of the regular board-level design reviews conducted by the DRB. These Step 1 meetings (or Collaborative Workshops) are currently organized and conducted in an identical fashion to the more formal Step 2 Recommendation Meetings.

There is a perception by both urban design staff and the DRB that these Collaborative Workshops are not living up to their potential as early-in-design engagement opportunities with applicants and their design teams.

This committee discussed two distinct discussion points. The first being an opportunity for members to address the shortcomings presented by the current Collaborative Workshop format, expanding upon the initial brief discussions held in the DRB Retreat. The second being the outlining of potential means to correct these shortcomings.

This committee worked in an iterative way, allowing for the explorations of possible changes to the format and the eventual evolvement of these initial ideas into a firm set of recommendations that would be presented to the full DRB for discussion and possible adoption (being held on August 25th, 2021)

This summary report condenses these two discussion points to serve as a fixed reference in that iterative process. And concludes with a draft of the modified Design Review Handbook, containing the revisions to the Collaborative Workshop definition, a clearer design review flow chart, and revisions to the application checklist for the Step 1 - Collaborative Workshop submission.

Difficulties Presented by Current Format of Collaborative Workshops

This is a set of observations and questions posed by the committee members.

Observations & Questions

Anne Hanenburg

What really constitutes a collaboration? What is the "program" (or intent) behind this initial engagement with a project? While there may be some superficial similarities with a design charrette, the Board does not engage in design (that is, dictate design solutions to an applicant).

It is incumbent on the Board to fully comprehend the steps an applicant and their design team have already gone through before they have come before the Board. This includes all the possible solutions to particular design problems, that have already been tested by the designers and rejected for various reasons.

This understanding elevates the relative importance of the "design evolution" portion of the Project Narrative component of the applicant's submission to the city.

Chad Schmidt

Often it appears that applicants that come before the Board at the Step 1 meeting phase of their review having already progressed well beyond the schematic design phase of their project. While the Design Review Application Handbook Manual does state that a project should be at its schematic design level of refinement at the Step 1 meeting, this early engagement opportunity does not appear to be well understood by applicants.

What are ways that the city can reach out to the community of designers to ensure an early-on review of a project at the Step 1 meeting?

The Board serves the interest of a "third party" in a project's development – where the first party is the interests of the developer/owner, and the second party is the interests (or aesthetic proclivities) of the architect/designer. This third party may best be described at the larger community, and its interests rest with the performance and aesthetics of the Public Realm.

The Board's vision is cast towards the long-range view of a site or building, and not necessarily on the shorter-term interests of an applicant.

This imperative, to serve the interests of this third party, emphasizes the need to hold these Step 1 meetings vary early in the design process to ensure that the demands of the Public Realm (as communicated by the

Board) serve as timely "bumpers" in the wide range of design considerations for an applicant and his or her design team.

In a sense, the Design Review Board should be viewed as a temporary project team member during a project's development – to serve as a good sounding board for an applicant and his or her design team as they vet design issues.

Anne

What percentage of applicants have held a Pre-Development Conference with the city?

> Staff: We suspect only approximately 75% of design review applicants have taken advantage of Pre-Dev Conferences. Not all development projects are required to have Pre-Dev Conferences, and those that are, are mandated to hold such meetings based on the degree of complexity of the proposed land use or construction permits. As Design Review occurs prior to either of these permitting steps, and does not constitute a "permit" step itself, the process does not fit easily within the categories of permits issued by the Development Services Center (Type I, II, or III permits). Design Review, whether Administrative or Board-level, can be triggered irrespective of the level of complexity of a project's land use or plan review complexity.

Do applicant's see design review as a collaborative process?

> Chuck Horgan: No. They are viewing their projects with a developer's mindset. As such, design review is simply a required (perhaps bureaucratic) step they must go through before they can construct their project.
>
> Chad Schmidt: No. This is probably due to the physical environment of the meeting space (when these were held in-person). This could be addressed by inviting the applicants to sit at the table with the Board.
>
> Ultimately, the goal should be to project informality – to allow an applicant to feel more engaged. Perhaps this could also be achieved by asking applicants to bring in all their design material: physical models, SketchUp (or 3D) models, and presentation board.

Staff

Taylor: The staff presentations in the Collaborative Workshop seems too dry, too sterile. Should it briefly review the Regulatory Background and then only cover the Public Realm features or conditions that may

influence a development's design? This would leave the Topics for Discussion in the Staff Report, and not a part of the presentation.

This may then serve to allow the applicant to question the board about these influencing factors.

Possible Format or Submission Material Changes for Collaborative Workshops

Chuck Horgan

Perhaps the Board does not need to see everything the applicant and their design team generate as they evolve their design but could focus only on the elements impacting the Public Realm.

> General Consensus of Committee members: After further discussion the committee thought this would be difficult, as applicants and their designers might not know what aspects of their projects could have impacts on the Public Realm.

Kathy Lang

Would it be possible for the Design Review Board to travel to an applicant's office, or their designer's office, to review their preliminary design work? Would site visits, even to visit the location of proposed projects, be worthwhile?

It seems that putting an applicant at ease and perhaps more fully engaging them in the Board's conversations about their design would work.

> Chad Schmidt: Most architects or developers don't have dedicated "war rooms" set up for just one specific project. Almost everything is electronic or in a digital format.
>
> Is it possible that a more "studio-like" environment could be recreated at city hall for a Collaborative Workshop?
>
> Staff (Dean): There may be some logistical issues to tackle regarding the Open Meetings Act, but the Landmarks Commission accommodates site visits as part of its Special Valuations meetings so it could be possible.

Conclusion

It may be worth considering the Collaborative Workshop akin to an over-the-desk mid-project critique (a concept familiar to those acquainted with design studios).

This would not place the onus on the Board to summarize the discussions held in the meeting but place the applicant in the central role of "presenter".

If an applicant led the Collaborative Workshop discussion, moving down the list of design guidelines (or influencing factors) and how their project addresses these topics – or to pose questions to the Board about how these factors might be addressed in the design, then the applicant might feel more in charge of the proceedings.

Advisory Actions would still be generated, but these would more clearly follow the Board and Applicant's discussions.

In such a scenario, the Applicant would have two participants present: The first participant would be leading the discussion and presenting the project's schematic design (this might be the principal architect), and the second would be taking notes that would be presented back to the Board as a set of "advisory actions" (this may be the project designer). The lead presenter could then bring in anyone they felt could contribute to the discussion (developer, consultant, etc.). The Board can still add Advisory Actions, as the document is ultimately the instrument of the DRB.

As this does not create a wholesale modification of the Collaborative Workshop process, rather it provides some clarity to the Applicants and the Board regarding the two parties' responsibilities. As such, this change in approach can be contained within the Design Review Handbook used by all Applicants as they put together their initial submission for the Collaborative Workshop. Appendix A of this report contains the proposed revisions to the Handbook.

Appendix A – Proposed Revision to the Design Review Handbook

The following pages contain the revisions of the Design Review Handbook and representing the general recommendation of the Collaborative Workshop Committee.

Cover Page

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Design Review Information

This handbook is intended to help orient project applicants to design review in the City of Spokane and includes information on the Standard Board Review process as well as the more abbreviated Administrative Design Review process. Applications and submittal checklists for both processes are included at the back of the handbook. To help ensure a smooth process with timely discussion and collaboration, applicants are strongly encouraged to begin the design review process while the project is still in the early design stages.

Projects Requiring Design Review

Generally, projects subject to design review include public projects or private projects that have an impact on the public realm. Projects requiring design review are listed in the Spokane Municipal Code Chapter 17G.040 Design Review Board Administration and Procedures.

Additionally, design review is required of projects seeking a Design Departure per Chapter 17G.030 Design Departures.

Design Review Recommendations

The Design Review Board (DRB) is advisory. Recommendations as to whether a proposal is consistent with the applicable design criteria are forwarded to the Hearing Examiner, Planning Director, or other responsible action approving authority. In most cases, the Board's recommendation will be adopted or made a condition of permit approval. Exceptions are noted in Chapter 17G.040.080 Design Review Board Recommendations.

It is important to understand that the Design Review Board may not waive zoning code requirements. In order to make good use of everyone's time during design review, applicants are encouraged to utilize staff resources regarding permitting requirements.

Spokane's Historic Properties

The DRB will not make recommendations on projects subject to the Secretary of the Interior's Standards for Rehabilitation or other historic preservation guidelines established and adopted by the Spokane Historic Landmarks Commission per Chapter 17D.100 Historic Preservation. Other elements of the proposal may proceed through design review.

Public Right of Way Vacations

Projects dependent on a right of way vacation may not proceed to the "Recommendation Meeting" until a final decision has been made to award the vacation.

2-Step Standard Board Review & Administrative Design Review

The following pages provide an overview of these design review processes as well as application forms and submittal checklists.

For More Information Please Contact:

Planning Services - Urban Design Group
PH: 509-625-6082

Or visit our website at:
https://my.spokanecity.org/bcc/boards/design-review-board/

Standard Design Review Board Process

It is a goal of the Design Review Board (Board) to work in partnership with designers and developers to help implement the City's adopted plans and design guidelines as well as to identify and help resolve any design issues that may be of concern to the broader community. Therefore, it is important that design review begin early in the design process while there is still flexibility and any necessary changes may be easier to integrate into the project design. To assist project proponents, the Board offers a Collaborative Workshop prior to the Recommendation Meeting as part of its standard two-step process.

Step 1 - Program Review/Collaborative Workshop(s)

This step must occur prior to a land use permit application. The Collaborative Workshop is an opportunity for proponents to share preliminary information about their proposal early in the design process before any major decisions have been made. The workshop is typically held when the design for a project is at the schematic level of development, when initial design concepts are being formulated by a developer and their design consultants. The meeting is open to the public, and citizens are invited to offer comments to help guide design decisions that will respect and build on the positive aspects of the contributing context. As the Board does not design a project for a proponent, it is essential for proponents to explain their design motivations and elaborate on the design evolution that shaped the preliminary concept. During the meeting, the Board will identify design guidelines or contextual criteria of highest priority. At the close of the workshop the Board will prepare a set of Advisory Actions to assist proponents as they continue to develop their project's design.

Step 2 - Recommendation Meeting(s)

After the project design has been further developed to respond to the Advisory Actions, and other applicable permitting requirements, proponents may schedule a Recommendation Meeting with the Board. This meeting is typically held when the design for a project is at the design development stage of completeness, before the construction documentation phase is initiated. At this meeting the Board will review public comments on the project's design, the proponents responses to the Advisory Actions from the Collaborative Workshop, and staff's review of the design with regard to the pertinent design criteria. At the close of the Recommendation Meeting the Board will prepare a report or recommendation regarding the proposal's consistency with applicable design criteria and will forward its report or recommendations to the action approving authority.

Additional Meetings

For projects of greater complexity, it may be desirable to schedule an interim review prior to the Board's final Recommendation Meeting. Or, in some instances, a follow up meeting to the Recommendation Meeting may be requested as a condition of concluding design review in order to verify specific design details. This may be determined by the project proponent, the Board, or by Urban Design staff.

Meeting Times

The DRB meets twice monthly on the 2nd and 4th Wednesdays at 5:30pm, in the Tribal Conference Room at City Hall.

Staff Report

A staff report including summary of applicable criteria will be available the week prior to each Board meeting. The staff report will include staff's analysis and may include topics for consideration regarding design elements that need further elaboration. Such topics for consideration are not intended to direct a proponent toward any specific design response but are only offered as potential issues that the Board may wish to discuss with the applicant.

Design Review Board Recommendations

Board Advisory Actions and Recommendations from all meetings will be elaborated upon by Urban Design staff and sent to the project proponent. The Recommendation Meeting findings, as well as any findings from follow up meetings, will be posted to the Design Review Board's webpage and subsequent meeting minutes and sent to the Planning Director and applicable permitting officials.

How to Schedule a Review

Applications forms and checklist items are included in this handbook and are available through Spokane's Urban Design Group. After a completed application, including checklist items and any required fees has been received, staff will schedule the meeting. Please note, the Chair of the Neighborhood Council in which the project is proposed will also be notified of any pending workshop/meeting. For projects that may impact larger areas, the Neighborhood Councils for surrounding neighborhoods may be notified.

Fees

Design Review will typically be completed within two meetings with the Board. However, occasionally an interim or follow up meeting will be requested with the Board. The Standard Design Review Board Fee will cover up to 3 meetings. On the rare occasion it is necessary to request additional meetings before the project may be forwarded for permitting, additional fees will be collected per additional meeting.

How to Prepare for Meetings with the Board

The Design Review Board Chair will conduct the meeting. The Board may review up to two projects in an evening and most projects are allocated a one hour time slot. As a general guideline, a proponent is granted 15-20 minutes to make a presentation after a brief project overview by staff. This ensures adequate time for Board member comments and dialog with the designer/developer. A presentation should concentrate on the project's main points as details may emerge during the discussion. Proponents should not simply reiterate the information contained in their submission, but are expected to delve into the nuances of their design and how it will benefit the Public Realm. Please ensure graphic materials can be read from across a room. A PowerPoint presentation may be useful.

Please see the Standard Board Review flow chart on the following page for additional information.

DESIGN REVIEW PROCESS

STANDARD BOARD REVIEW

Administrative Design Review Process

Projects of routine nature that clearly meet all applicable design standards and guidelines may be eligible for an Administrative Design Review with concurrence from the Design Review Board Chair. If a proponent would like a determination on whether their project qualifies for Administrative Review, they can contact the Urban Design Group during the concept phase of the project.

Administrative Application

The submittal materials must show the project is generally consistent with applicable permitting requirements, policies and design guidelines. After the application has been submitted, staff will review the project and prepare a staff report. If necessary, any areas where the project does not appear to meet zoning codes, design standards, policies or guidelines, will be identified and forwarded to the applicant. The applicant may decide to revise the design to better meet the intent of adopted policies or guidelines before the staff report is completed, otherwise urban design staff will write the final recommendations to forward to the Board Chair.

Chair Review

After the application and staff report has been reviewed by the Board Chair, the Chair may accept the recommendations in the report, modify the recommendations, or decide the project warrants review by the full board.

Administrative Design Review Recommendation

Administrative recommendations will be forwarded to the project applicant, the Planning Director, applicable permitting officials, and posted on the City's Design Review Board's webpage. Please note there are no public meetings or public notices for Administrative Reviews. The recommendation may be appealed to the full Board.

Fees

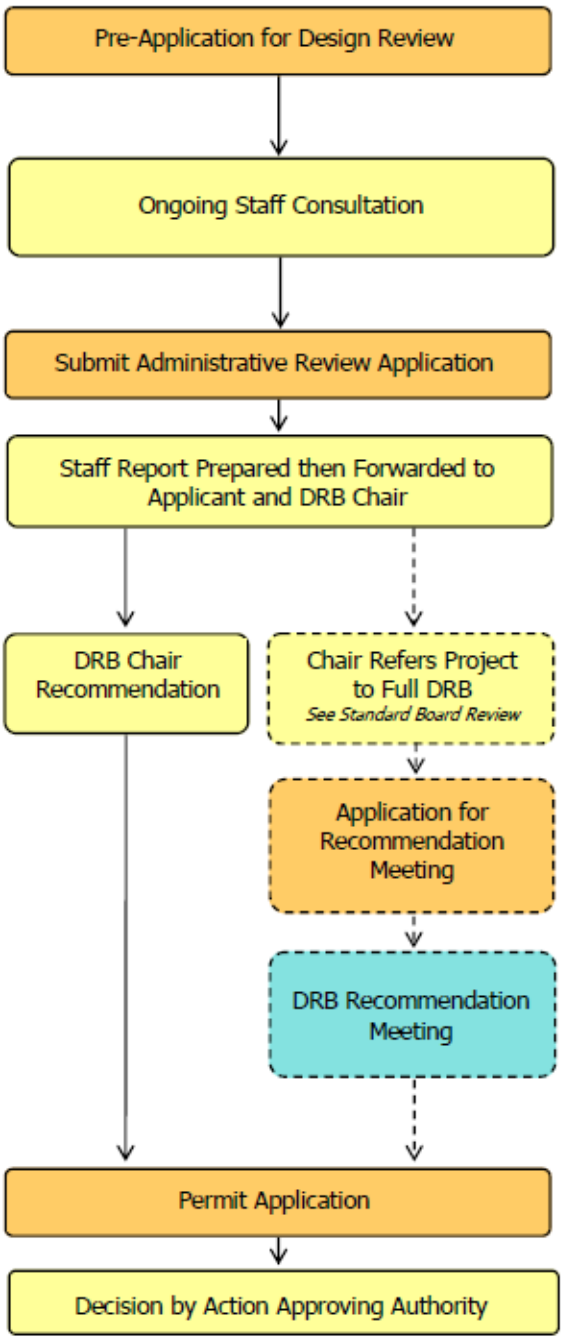
If the project is forwarded to the full Board, then additional fees will be required to equal the Standard Design Review Board fee.

Please see the Administrative Review flow chart on the following page for additional information.

City of Spokane
Planning Services Department

Design Review Process

Administrative Review



During the **concept phase of design** applicants should contact the Urban Design Office in the Planning Services Dept. for information about Design Review and the applicable design guidelines.

Proponent is strongly encouraged to set up an ongoing dialog throughout the design and permitting process with staff from Urban Design, Planning, and other City Departments about information or requirements that will affect their proposal. A Pre-Development Conference may be required.

An application for Administrative Design Review should be submitted before or soon after the pre-development meeting while the project design still has some flexibility (**schematic design or early design development**).

An Administrative or Board recommendation will be forwarded to the Hearing Examiner, or incorporated in the decision of the Department Director except in limited circumstances.

City of Spokane

Planning Services

Design Review

Standard Board Review Application

NAME OF PROJECT:	
ADDRESS:	
TYPE OF PROJECT REVIEW:	
☐ Standard Design Review ☐ Design Departure – substantial in nature	
FEES:	
Standard Board Review ☐ $1275 (up to 3 meetings)	☐ $500 per additional meeting if necessary

APPLICANT:	
Name:	
Address:	
Phone (home):	**Phone (work):**
Email address:	
PROPERTY OWNER:	
Name:	
Address:	
Phone (home):	**Phone (work):**
Email address:	
AGENT:	
Name:	
Address:	
Phone (home):	**Phone (work):**
Email address:	

AGENT SIGNATURE:	**DATE:**

City of Spokane

Planning Services

Design Review

Standard Board Review Application

This checklist includes all the required information for submitting a STANDARD review with the Design Review Board. Applications will not be processed, and a Board workshop will not be scheduled, until all of the following information is submitted and determined "Counter Complete." Completed application and submittal materials are due 21 days in advance of desired meeting date.

Step 1 Program Review/Collaborative Workshop

Materials Required: Completed Application Form, (1) Large format scaled concept plan and (3) 11x17 sets of all required submittal materials. A digital version of materials is required; the preferred file type is .pdf as a single bookmarked document.

Written Project Summary

- ☐ Describe design goals, design parti, site opportunities and constraints, site character, architectural character, and how the project fits within the local physical and regulatory context.
- ☐ Description of Design Evolution. Describe what design alternatives have been explored, why choices have been made, and any limiting factors. This description is both written and graphic.
- ☐ Statement of development objectives. For example, include building square footage and approximate number of residential units (if applicable) or mix of uses (if applicable).
- ☐ Note how the proposal addresses issues in the Comprehensive Plan and any other applicable design plans and design guidelines; e.g. The Downtown Plan and Downtown Design Guidelines.
- ☐ For Design Departures, describe any proposed departures from design standards and note how the proposed alternative continues to meet the purpose/intent of the standard and how it is superior in design quality than what would be achieved by following the standard.

Context Analysis

- ☐ Vicinity Map. Note public viewpoints and major traffic corridors from which the site is visible.
- ☐ Photos of adjacent properties and streetscape(s) – show both sides of street.
- ☐ Aerial photograph showing site and all surrounding properties within 200'.

On the graphics above identify pedestrian, bike and auto circulation patterns, zoning, topography, street names, any major building names, and surrounding development (including streetscape improvements such as overhead weather protection, bus stops, bicycle racks, landscaping, specialty paving, etc.).

Site Analysis

- ☐ Scalable plan or preferably an aerial photo denoting existing conditions including topography, healthy trees, substantial vegetation, significant land forms, rock outcroppings, existing structures, curb line, streetscape improvements, above ground utilities, hydrants, or other prominent elements on or abutting the site.
- ☐ Site photos

For the graphics listed above, identify access opportunities and constraints as well as important views to and from the site. Emphasis should be paid to potential impacts on the Public Realm.

Concept

- ☐ Concept plan (scalable). A generalized massing, bulk and orientation study of the proposed program elements and site access, preferably superimposed over an aerial photograph. Required setbacks, street trees, sidewalks, required landscape areas, or parking requirements shall be shown on this plan.
- ☐ For proposed buildings over 75' height provide a multi-directional perspective graphic depicting how the proposal will fit within Spokane's skyline.

Not required, but strongly encouraged:

- ☐ Rough sketches of concept alternatives. Axonometric or other 3D renderings, interactive models, or cross sections ideally showing surrounding context.
- ☐ Conceptual building elevations (scalable).

Step 2 Recommendation Meeting

Materials Required: (1) Large format scaled site plan and (3) 11x17 sets of all required submittal materials. Digital versions of materials are required; the preferred file type is .pdf as a single bookmarked document.

Written Project Summary

- ☐ Note any changes to the project since the Collaborative Workshop.
- ☐ Describe how the project addresses the direction given by the Board at the Collaborative Workshop. Include detailed responses to Advisory Actions.
- ☐ Describe how the project design conforms to the applicable design criteria.
- ☐ For Design Departures, describe any proposed departures from design standards and note how the proposed alternative continues to meet the purpose/intent of the standard and how it is superior in design quality than what would be achieved by following the standard. Demonstrate full compliance with SMC 17G.030.040 Design Departure Decision Criteria.

Site Design

- ☐ Scaled Site Plan – including bldg. footprints, hardscape, lighting, signage and streetscape elements.
- ☐ Conceptual Landscape Plan – indicating Landscape types, suggested plant palette, street tree class (from approved street tree list), and conceptual grading contours.
- ☐ Axonometric 3D drawing or Site Cross Sections to show massing and spatial relationships between major site elements and all surrounding properties within 200' (bldgs., trees, berms, light standards, streets, etc.). Cross sections are preferred for projects on steep slopes.

Building Design

- ☐ Building Elevations – full building.
- ☐ Detailed Building Elevations – street level (lowest 40' of structure above grade) at ¼" = 1'-0" min.
- ☐ Schematic Floor Plans – when/if germane to achieving a design objective.

Design Details

- ☐ Signage and Lighting
- ☐ Site/Streetscape Furniture
- ☐ Colors, textures, patterns, materials, illustrations or submittals sufficient to convey design intent

City of Spokane

Planning Services

Design Review

Administrative Review Application

NAME OF PROJECT:

ADDRESS:

TYPE OF PROJECT:

- ☐ Administrative Design Review
- ☐ Design Departure – minor in nature

FEES:

Administrative Review

- ☐ $600

APPLICANT:

Name:

Address:

Phone (home): **Phone (work):**

Email address:

PROPERTY OWNER:

Name:

Address:

Phone (home): **Phone (work):**

Email address:

AGENT:

Name:

Address:

Phone (home): **Phone (work):**

Email address:

AGENT SIGNATURE: **DATE:**

City of Spokane

Planning Services

Design Review

Administrative Review Application

This checklist includes all the required information for submitting an ADMINISTRATIVE review from the Urban Design staff and Board Chair. Applications will not be processed until all the following information is submitted and determined "Counter Complete."

Materials Required: Completed Application Form, (1) Full sized scalable site plan and (3) 11x17 sets of all required submittal materials. A digital version of materials is required; the preferred file type is .pdf as a single bookmarked document.

Written Project Summary

- ☐ Describe design goals, design parti, site opportunities and constraints, site character, architectural character, and how the project fits within the local physical and regulatory context.
- ☐ Statement of development objectives. For example, include building square footage and approximate number of residential units (if applicable) or mix of uses (if applicable).
- ☐ Note how the proposal addresses issues in the Comprehensive Plan and any other applicable design plans and design guidelines; e.g. The Downtown Plan and Downtown Design Guidelines.
- ☐ For Minor Design Departures, describe any proposed departures from design standards and note how the proposed alternative is minor in nature and continues to meet the purpose/intent of the standard and how it is superior in design quality than what would be achieved by following the standard. Demonstrate full compliance with SMC 17G.030.040 Design Departure Decision Criteria.

Site/Context Analysis

- ☐ Vicinity Map. Note public viewpoints and major traffic corridors from which the site is visible.
- ☐ Photos of adjacent properties and streetscape(s) – show both sides of street.
- ☐ Aerial photograph showing site and all surrounding properties within 200'.

On the graphics above identify pedestrian, bike and auto circulation patterns, zoning, topography, street names, any major building names, and surrounding development (including streetscape improvements such as overhead weather protection, bus stops, bicycle racks, landscaping, specialty paving, etc.).

Site Design

- ☐ Scalable Site Plan – including bldg. footprints, hardscape, lighting, signage and streetscape elements.
- ☐ Conceptual Landscape Plan – indicating Landscape types, suggested plant palette, street tree class (from approved street tree list), and conceptual grading contours.
- ☐ Conceptual Grading Plan.
- ☐ Axonometric 3-D drawing or Site Cross Sections to show massing and spatial relationships between major site elements and all surrounding properties within 200' (bldgs., trees, berms, light standards, streets, etc.). Cross sections are preferred for projects on steep slopes.

Building Design

- ☐ Building Elevations – full building.
- ☐ Building Elevations - street level (lowest 40' of structure above grade) at ¼" = 1'-0" min.
- ☐ Schematic Floor Plans - when/if germane to achieving a design objective.

Design Details

- ☐ Signage and Lighting
- ☐ Site/Streetscape Furniture
- ☐ Colors, textures, patterns, materials, illustrations or submittals sufficient to convey design intent

		A-1 Provide a 360-degree Design	A-2 Provide a Sustainable Framework	A-3 Accommodate the Multi-Modal Transportation Network	A-4 Design for Change	A-5 Respond to Context	B-1 Provide Inviting and Usable Open Space	B-2 Enhance the Building with Landscaping	B-3 Respect Historical Features that Define Spokane	B-4 Provide Elements that Define Spokane	B-5 Provide Context Sensitive Signage and Lighting	B-6 Design for Personal Safety and Security	B-7 Accommodate Universal Design	C-1 Design Facades at Many Scales	C-2 Reinforce Primary Building Entries	C-3 Provide Appropriate Weather Protection	C-4 Enhance Alleyways	C-5 Develop Pedestrian-oriented Spaces along Street Frontages	C-6 Provide a High Quality Design for the Public Realm	D-1 Create Transitions in Bulk and Scale	D-2 Design a Well-proportioned and Unified Building	D-3 Maintain the Prevailing Street Edge	D-4 Design with a Legible Parti	D-5 Enhance the Skyline	E-1 Maximize Pedestrian Access to the Building and Site	E-2 Minimize the Impact of Parking Facilities along Street Frontages	E-3 Minimize the Presence of Service Areas	E-4 Design Sustainable Parking
Urban Design	A-1 Provide a 360-degree Design					●					●	●		●			●		●	●	●			●				●	
	A-2 Provide a Sustainable Framework			●	●		●	●*					●			●		●						●	●		●		●
	A-3 Accommodate the Multi-Modal Transportation Network		●				●					●	●			●	●	●	●			●	●	●	●		●		●
	A-4 Design for Change		●	●		●	●			●			●	●		●		●	●			●	●		●		●		●
	A-5 Respond to Context	●							●	●	●			●		●							●		●°				
Public Amenities	B-1 Provide Inviting and Usable Open Space			●				●			●	●	●			●	●	●	●	●						●			●
	B-2 Enhance the Building with Landscaping					●	●					●			●	●	●ˣ	●ˣ	●	●*			●	●			●	●	●
	B-3 Respect Historical Features that Define Spokane					●				●	●														●°				
	B-4 Provide Elements that Define Spokane					●			●		●								●						●°				
	B-5 Provide Context Sensitive Signage and Lighting	●								●		●			●		●	●	●							●			
	B-6 Design for Personal Safety and Security					●□	●	●*			●		●			●		●	●							●	●	●	
	B-7 Accommodate Universal Design			●	●		●					●				●		●	●							●			
Pedestrian Environment	C-1 Design Facades at Many Scales	●					●											●	●	●	●				●°				
	C-2 Reinforce Primary Building Entries					●					●			●		●		●	●							●			
	C-3 Provide Appropriate Weather Protection						●					●	●		●			●	●		●					●			
	C-4 Enhance Alleyways					●∇	●	●	●∇		●	●	●			●			●							●		●	
	C-5 Develop Pedestrian-oriented Spaces along Street Frontages		●	●	●		●	●*			●	●	●						●	●		●				●		●	
	C-6 Provide a High Quality Design for the Public Realm	●		●	●		●	●		●				●	●	●	●	●		●		●				●	●	●	
Architectural Expression	D-1 Create Transitions in Bulk and Scale						●	●						●				●	●		●				●°		●		
	D-2 Design a Well-proportioned and Unified Building	●					●	●			●			●	●			●	●	●					●°				
	D-3 Maintain the Prevailing Street Edge				●	●	●					●			●			●	●							●	●		
	D-4 Design a Legible Parti									●				●	●				●		●				●°				
	D-5 Enhance the Skyline	●°				●°				●°				●°						●°	●°								
Access and Screening	E-1 Maximize Pedestrian Access to the Building and Site			●	●		●				●	●	●	●	●	●		●	●			●				●	●		
	E-2 Minimize the Impact of Parking Facilities along Street Frontages						●	●			●	●			●			●	●	●	●	●			●				●
	E-3 Minimize the Presence of Service Areas				●		●	●				●					●	●	●										
	E-4 Design Sustainable Parking		●	●	●			●										●	●			●	●						
	Total Cross-references	**6**	**4**	**8**	**8**	**10**	**17**	**11**	**3**	**7**	**12**	**13**	**9**	**10**	**9**	**12**	**7**	**19**	**22**	**9**	**7**	**9**	**5**	**8**	**14**	**7**	**7**	**6**

○ For Taller Buildings

ˣ Where Landscaping = Living Buffer Space

* Assume "Landscaping" includes permeable harsdcape/surfaces and low water consumption plants

□ Where contextual elements may impinge upon regular safety/security accommodations (especially if these elements should be maintained, e.g. basalt haystacks).

∇ Where adjacent (perhaps) historical built environment includes alleys.

Downtown (Masterlist) Design Guidelines

A. Urban Design

Area of Influence: Region, City, Neighborhood, District

Design Objective: *Urban Design* guidelines assist designers and developers in recognizing and respecting physical systems that extend beyond the site so projects can respond to regional, municipal, neighborhood, and district patterns in space and time. Any new intervention should extend, mend, connect, or enhance the context through all aspects of the project, big and small—from public amenities to site design to the street network serving all modes of transportation, natural systems (e.g., natural resources, stormwater flow, topography, land forms), or historic settlement patterns.

D.A-1 Provide a 360-degree Design

Design all visible façades with similar effort and consideration as the primary/front façade. Focus on design attributes that equally consider all sides of a building's use of materials, massing, articulation, and scale.

Clarification:

Key Points:

Related Design Criteria:

D.A-2 Provide a Sustainable Framework

Design projects to incorporate sustainable design and energy efficiency principles. Projects should be designed to meet the City's environmental policies by enhancing the urban forest canopy - to reduce urban heat island effects and reduce stormwater runoff, and improve the utilization of renewable energy resources - like hydropower and solar power.

Promote resilient development by choosing sustainable design and building practices whenever possible. Employ passive solar design in façade configurations, treatments, and materials - and where practicable incorporate active solar power systems. Employ techniques and technologies to improve the ecological performance of the building and site improvements.

Clarification:

The health of Downtown Spokane needs to be addressed in a holistic manner by promoting the long-term benefits of environmental quality to Downtown activity and vitality. Guidelines and direction from programs such as LEED© (Leadership in Energy and Environmental Design) may be helpful in determining best practices.

Key Points:

a. Utilize highly durable, local materials;
b. Consider how all of a building's systems work with one another and follow a maintenance strategy to run building systems in a way that maximizes long-term efficiency;
c. Consider building orientation and opportunities for maximizing energy efficiency through alternative energy sources and optimizing natural light;
d. Sensitively plan the site and consider opportunities for planting deciduous trees on the south side of structures (i.e. building façade, walkway or parking area) to provide shade in summer, while allowing natural light in winter;
e. Incorporate stormwater management practices into building design, i.e. at-grade stormwater

planters to collect roof runoff, vegetated roofs, or roof top gardens (green/vegetated roof areas are a way to green the city, manage stormwater, and provide green areas for building occupants);

f. Green/living walls can improve energy efficiency, help cool the city, and improve the appearance of blank walls;
g. Consider reuse of “clean water” to help manage stormwater. Detention and retention facilities provide opportunity for seasonal irrigation;
h. Reusing or rehabilitating historic and existing buildings is a “Green Building” practice; and
i. Consider covering parking areas so that stormwater runoff can require little to no treatment and be directed to planting areas or captured for re-use.

Related Design Criteria:

D.A-3 Accommodate the Multi-modal Transportation Network

Design projects to create livable and memorable places within desirable environments where people want to spend time engaging in social, civic, and recreational activities. Projects that encourage connections with a variety of transit modes and enhance their immediate environment with amenities are highly encouraged. 'Multi-modal' includes all forms of transportation (walking, biking, transit riding, and driving) without exclusion.

Clarification:

Key Points:

Related Design Criteria:

D.A-4 Design for Change

Design projects to be flexible enough to respond to future changes in use, lifestyle, and demography. Design for energy and resource efficiency; creating flexibility in the use of a property via generous ground floor height dimensions and a capacity to access the public realm at multiple points along the property's frontage, encouraging new approaches to transportation, traffic management and parking through the way public spaces and service infrastructure are incorporated into a project's design.

Clarification:

Key Points:

Related Design Criteria:

D.A-5 Respond to Context

Projects should respond to a wide range of contextual elements found in the public realm and the site's relationships with adjacent buildings, and the proposed design should be shaped to consider the quality, scale, and functionality of the urban fabric. Locate and shape buildings to maintain public views of important structures, places, and natural landscape features. Shape buildings and structures to respond to the setbacks, fenestration patterns and important horizontal datums of nearby structures.

Clarification:

Key Points:

Related Design Criteria:

B. Public Amenities

Area of Influence: Public Realm

Design Objective: *Public Amenity* guidelines assist designers and developers in creating projects that enhance the public realm; including streetscapes and open spaces.

D.B-1 Provide Inviting and Usable Open Space

Design public open spaces to promote a visually pleasing, healthy, safe, and active environment for workers, residents, and visitors. Views and solar access from the principal area of the open space should be emphasized.

Clarification:

New buildings Downtown are encouraged to incorporate public spaces to enhance the pedestrian environment, reinforce the Downtown open space network, and offset the additional demand for public open space from Downtown employment. New residential buildings Downtown are encouraged to incorporate usable private open space.

Key Points:

Where a commercial or mixed-use building is set back from the sidewalk or alley, pedestrian enhancements should be considered in the resulting street frontage. In Downtown the primary function of any open space between commercial buildings and the sidewalk is to provide access into the building and opportunities for outdoor activities such as vending, resting, sitting, or dining.

1. All open space elements should enhance a pedestrian oriented, urban environment that has the appearance of stability, quality, and safety.
2. Preferable open space locations will have or improve solar access to the open space and adjacent sidewalks. A portion of the open space should be shaded by umbrellas or canopy trees for the hot summer months.
3. Orient public open space to receive the maximum direct sunlight possible, using trees, overhangs, and umbrellas to provide shade in the warmest months. Design such spaces to take advantage of views and solar access when available from the site.
4. The design of planters, landscaping, walls, and other street elements should allow visibility into and out of the open space.

Open spaces can feature art work, street furniture, and landscaping that invite customers or enhance the building's setting. Examples of desirable features to include are:

a. Visual and pedestrian access (including barrier-free access) into the site from the public sidewalk;
b. Walking surfaces of attractive pavers;
c. Pedestrian-scaled site lighting;
d. Retail spaces designed for uses that will comfortably "spill out" and enliven the open space;
e. Areas for vendors in commercial areas;
f. Landscaping that enhances the space and architecture;
g. Pedestrian-scaled signage that identifies uses and shops; and
h. Site furniture, art work, or amenities such as fountains, seating (moveable seating is ideal), and kiosks.

Examples of features that are generally discouraged are:

i. Separation from the street by visual or physical barriers or a change of grade that prevents or discourages access from the public sidewalk;
j. Pocket parks, fore courts and plazas that do not actively enclose uses along retail-oriented streets;

k. Plants located underneath structures and in areas with inadequate light, or in any planting bed with a dimension of less than two feet;
l. "Leftover" open spaces;
m. Incompatible uses adjacent to one another that may cause conflicts such as pedestrian/vehicle safety or noise. For example, pedestrian oriented courtyards or plazas adjacent to activity-sensitive areas such as fire stations or hospitals.

Related Design Criteria:

D.B-2 Enhance the Building and Site with Landscaping

Enhance the building and/or site with generous landscaping which includes special pavements, trellises, screen walls, planters, and site furniture, as well as living plant material.

Clarification:

Choose landscape plants for seasonal interest and low water consumption. Native plantings are encouraged to help establish a sense of place. Landscaping should be well-maintained so that normal lines of sight are preserved, and nighttime security lighting remains effective.

Key Points:

Landscape enhancement of the site should consider the approaches or features listed below:

a. Emphasize entries with special planting in conjunction with decorative paving and/or lighting;
b. Include a special feature such as a courtyard, fountain, or pool;
c. Incorporate a planter guard or low planter wall as part of the architecture;
d. Distinctively landscaped open areas created by building modulation;
e. Soften the building by screening blank walls, terracing retaining walls, etc. A living green wall can add visual interest;
f. Increase privacy and security through screening and/or shading;
g. Provide a framework such as a trellis or arbor for plants to grow on;
h. Incorporate upper story planter boxes or roof planters;
i. Provide identity and reinforce a desired feeling of intimacy and quiet;
j. Provide brackets for hanging planters;
k. Consider how the space will be viewed from I-90, the upper floors of nearby buildings, and from the sidewalk;
l. A green roof can add beauty to the rooftop;
m. Coordinate improvements with standards consistent with street designation; and
n. When in ground plantings and trees are not possible because of utilities or basalt rock, consider raised planting beds for landscaping.

Reinforce the desirable pattern of landscaping found on adjacent block faces by:

o. Planting street trees that match the existing planting pattern or species;
p. Using similar landscape materials; and/or
q. Extending a low wall, use paving similar to that found nearby, or employ similar stairway construction methods.

Related Design Criteria:

D.B-3 Respect Historic Features that Define Spokane

Renovations, restorations, and additions within Downtown should respect historic features. New buildings in historic districts should strive to reflect the existing urban fabric and the predominate architectural features within the surrounding context.

Clarification:

Historic features add to the atmosphere and uniqueness of the Downtown as a whole. If complete preservation is not possible, a sensitive and viable compromise in rehabilitation and reuse should be made that retains historic character.

Key Points:

It is appropriate to preserve features that lend a sense of authenticity and character to Spokane's streets, including:

a. Granite curbing and brick gutters
b. Historic signage; and
c. Heritage trees

Notes:

1. New development should be designed to preserve and feature historic assets.
2. Where practical, reuse building elements.

Related Design Criteria:

D.B-4 Provide Elements that Define the Place

Provide special elements on the façades, within public open spaces, or on the sidewalk to create a distinct, attractive, and a memorable 'sense of place' associated with the building and site.

Clarification:

Distinctive landscaping, street furniture, and special attractions can help establish a special identity for a building, attracting visitors and providing orientation and comfort to those using it. To add interest and enrich the quality of public spaces, art may be part of wall or paving surfaces, elements of landscaping, fountains, or free-standing sculpture.

Key Points:

Incorporate one or more of the following as appropriate:

a. Public art;
b. Street furniture, such as seating, newspaper boxes, and information kiosks;
c. Distinctive landscaping, such as specimen trees and water features;
d. Retail kiosks;
e. Public restroom facilities with directional signs in a location easily accessible to all; and
f. Public seating areas in the form of ledges, broad stairs, planters and the like, especially near public open spaces, bus stops, vending areas, on sunny façades, and other places where people are likely to want to pause or wait.

Related Design Criteria:

D.B-5 Provide Context-sensitive Signage and Lighting

Design signage appropriate for the scale and character of the project and immediate neighborhood. All signs should be oriented to pedestrians and/or persons in vehicles on streets within the immediate neighborhood. Provide appropriate levels of lighting on the building façade, on the underside of overhead weather protection, on and around street furniture, in merchandising display windows, in landscaped areas, and on signage.

Clarification:

Key Points:

Related Design Criteria:

D.B-6 Design for Personal Safety and Security

Promote a sense of security for people during nighttime hours. Design the building and site to promote the feeling of personal safety and security in the immediate area. Implement appropriate Crime Prevention Through Environmental Design (CPTED) principals, with a heightened focus on increasing eyes-on-the-street to improve passive security.

Clarification:

Downtown should be a place where people of all ages feel safe throughout the year during all hours of the day.

Key Points:

To help promote safety for the residents, workers, shoppers, and visitors who enter the area:

a. Provide adequate lighting;
b. Retain clear lines of sight into and out of entries and open spaces;
c. Avoid blank and windowless walls that attract graffiti and that do not permit residents or workers to observe the street;
d. Use landscaping that maintains visibility, such as short shrubs and/or trees pruned so that all branches are above head height;
e. Use ornamental grille as fencing or over ground-floor windows in some locations;
f. Avoid architectural features that provide hiding places for criminal activity;
g. Design parking areas to allow natural surveillance by maintaining clear lines of sight for those who park there, for pedestrians passing by, and for occupants of nearby buildings;
h. Install clear directional signage;
i. Encourage “eyes on the street” through the placement of windows, balconies, and street-level uses; and
j. Ensure natural surveillance of children’s play areas.

Related Design Criteria:

D.B-7 Accommodate Universal Design

The Public Realm should be barrier-free, ergonomic, and accessible by all people regardless of physical ability or level of impairment. Projects shall be safe and accessible and contribute to a better public realm for people of all ages, genders, and abilities, especially the most vulnerable - children, seniors, and people with disabilities.

Clarification:

Key Points:

Related Design Criteria:

C. Pedestrian Environment

Area of Influence: Public Realm

Design Objective: *Pedestrian Environment* guidelines assist designers and developers in creating projects that define the pedestrian environment. The intent of the guidelines is to promote a safe and healthy environment where the pedestrian is the priority. While there is a need for automobile, bicycle, and transit in Spokane, in all cases the most important consideration is the ease of pedestrian movement. Where intersections with other transportation modes occur, the pedestrian's comfort, safety and best interests must not be compromised. The pedestrian should be unimpeded and relatively comfortable in all seasons and hours of the day, in all areas of Downtown.

D.C-1 Design Façades at Many Scales

Design architectural features, fenestration patterns, and material compositions that refer to the human activities contained within. Building façades should be composed of elements scaled to promote pedestrian comfort, safety, and orientation. A building's façade should create and reinforce a 'human scale' not only at the street level, but also as viewed from farther away.

Clarification:

Building modulations establish a framework for composing façades scaled to reflect the activities within. Architectural elements arranged to enhance orientation, comfort, and visual interest invite pedestrian interaction. Transparency at the street level enlivens the street environment, providing interest and activity along the sidewalk and at night providing a secondary, more intimate, source of lighting.

Key Points:

Modulate the building façades and reinforce this modulation with the composition of:

a. The fenestration pattern;
b. Exterior finish materials;
c. Other architectural elements;
d. Light fixtures and landscaping elements; and
e. The roof line.

Utilized upper floor design elements that are proportioned to the human body such as:

f. Windows;
g. Elements indicating floor to floor heights;
h. Cornice lines; and
i. Awnings.

Related Design Criteria:

D.C-2 Reinforce Primary Building Entries

Design primary building entries to promote pedestrian comfort, safety, and orientation.

Clarification:

Primary, or main entries should be clearly identifiable and visible from the street and easily accessible and inviting to pedestrians. To increase personal safety, entries and associated open spaces should be designed to avoid the creation of isolated areas and to maintain lines of sight into and out of the space.

Key Points:

Reinforce a building's primary entry by considering the use of the following architectural treatments:

a. Extra-height lobby space;
b. Distinctive doorways;
c. Decorative lighting;
d. Distinctive entry canopy;
e. Projected or recessed entry bay;
f. Building name and address integrated into the façade or sidewalk;
g. Artwork integrated into the façade or sidewalk;
h. A change in paving material, texture, or color;
i. Distinctive landscaping, including plants, water features and seating;
j. Ornamental glazing, railings, and balustrades;
k. For residential buildings, ensure security and privacy for residents, while providing opportunities for social interaction amongst residents and neighbors;
l. A small plaza area at building entries that incorporates distinct or different paving patterns can highlight the building entry; and
m. Distinctive signage.

Related Design Criteria:

D.C-3 Provide Appropriate Weather Protection

Provide a continuous, well-lit weather protection to improve pedestrian comfort and safety along pedestrian routes. Such protection should address wind, sun, and precipitation throughout the year.

Clarification:

Overhead weather protection helps define the pedestrian realm and reduce the scale of tall buildings. Continuous overhead canopies, or continuous arcades, along the length of the street provide welcome weather protection, resulting in a more pedestrian friendly environment. Lighting beneath canopies, marquees, and arcades adds intimacy and promotes a sense of security. Busy Downtown bus stops benefit greatly from canopies extending along the building façade.

Key Points:

Overhead weather protection should be designed with consideration given to:

a. The overall architectural concept of the building (as described in B-4);
b. Uses occurring within the building (such as entries and retail spaces) or in the adjacent streetscape environment (such as bus stops and intersections);
c. Minimizing gaps in coverage;
d. A drainage strategy that keeps snow and rain water off the street-level façade and sidewalk;
e. Continuity with weather protection provided on nearby buildings;
f. Relationship to architectural features and elements on adjacent development, especially if

abutting a building of historic or noteworthy character;
g. The scale of the space defined by the height and depth of the weather protection;
h. Use of translucent or transparent covering material in locations where access to daylight is compromised in order to maintain a pleasant sidewalk environment with plenty of natural light; and
i. When opaque material is used, the illumination of light-colored undersides to increase security after dark.

Related Design Criteria:

D.C-4 Enhance Alleyways

To increase pedestrian safety, comfort, and interest; develop the alleyway in response to the unique conditions of the site or project.

Clarification:

Spokane has embraced the opportunities offered by Downtown's alleys. Like streets, alleys should accommodate a variety of needs while providing for a safe and comfortable pedestrian environment.

Key Points:

Consider enlivening and enhancing the alley by:
a. Extending retail space fenestration into the alley;
b. Providing a niche for recycling and waste receptacles to be shared with nearby, older buildings lacking such facilities;
c. Adding effective lighting to enhance visibility and safety;
d. Providing outdoor balconies for offices or residences;
e. Including landscaping planters and/or window boxes containing plants that spill over balconies; and
f. Where space permits, consider bump outs or plantings at key points to provide visual interest as well as reduce vehicle speeds.

Related Design Criteria:

D.C-5 Develop Pedestrian-oriented Spaces Along Street Frontages

Designs should create human-scale spaces in response to how people engage with their surroundings, by prioritizing active street frontages, clear paths of pedestrian travel, legible wayfinding, and enhanced connectivity. This strategy promotes healthy living, increases economic activity at the street level, enables social interaction, creates equitable and accessible public spaces, and improves public safety by putting eyes and feet on the street.

Clarification:

Key Points:

Related Design Criteria:

D.C-6 Provide a High-quality Design for the Public Realm

Create a high-quality public realm that supports the culture of walking and non-motorized transportation. Design the site and building so that pedestrian access is convenient, and the environment is comfortable, memorable, and attractive. Use materials at street level that create a sense of permanence and bring life and warmth to the Public Realm. Streets, alleys, trails, and public spaces work together to provide opportunities for civic, cultural, economic, and social activities.

Clarification:

Where buildings, walls, fencing, and utility screening meet the street they come into close contact with people. Close up, we are able to get much more information about a design or material than we can when it is high above the street. We also have a tendency to attribute to a city the attitudes projected by materials used in buildings and structures. If they are of quality, the city seems strong and vital. If they seem inhospitable, the city seems hostile. If they seem cheap and temporary, it says we don't care about the quality of our environment, our Downtown or the people in it. It's important that the finish materials and construction of buildings and structures at the street level provide a level of detail and quality which is physically and emotionally comfortable for the pedestrian.

Key Points:

Examples of preferred materials include:

a. Buildings, walls, and pillars: Local materials of the Northwest including brick, terra-cotta, stone, and ceramic tiles;
b. Fencing: Dark colored wrought iron style fencing.

Examples of acceptable materials include:

c. For parking lot liner walls: Cast in place concrete and split face CMU block.

Examples of materials that are discouraged or not allowed at street level include:

d. Buildings, walls, and pillars: Exterior Insulation Finish Systems (EIFS), artificial stone, mirrored glass, untreated wood, diagonal wood, horizontal wood siding;
e. Fencing: Chain link, razor wire, untreated wood, rough sawn wood, diagonal wood, vinyl.

Related Design Criteria:

D. Architectural Expression

Area of Influence: Site, Building/Structure

Design Objective: *Architectural Expression* guidelines assist designers and developers in creating projects that relate to the neighborhood context and promote quality development that reinforces the individuality, spirit, and values of Spokane. The guidelines are intended to promote site and architectural design that is complementary to Spokane's heritage and character. The following objectives and guidelines for Downtown Spokane primarily address the exterior of buildings and the relationship of buildings to its surroundings.

D.D-1 Create Transitions in Bulk and Scale

Building form should be consistent with the character of Downtown Spokane as an urban setting and create a transition in height, bulk, and scale of development; from neighboring or nearby areas with less intensive development, and between buildings and the pedestrian realm.

Clarification:

Reducing the apparent scale of buildings at street level through façade articulation, fenestration, and detailing can mitigate the effect of building mass. Additionally, step-backs, sections of the façade that step back from the face of the building, can be utilized for taller buildings.

Key Points:

Factors to consider in analyzing potential height, bulk, and scale impacts include:

a. Topographic relationships;
b. Distance from a more or less intensive land use area; and
c. Adjacency of historic buildings, historic districts, character districts, and iconic structures (See B-1).

The following elements are recommended to ease transitions in bulk and scale:

d. Design elements at street level, such as: windows, entrances, ornamentation, elements indicating floor-to-floor heights, projecting belt courses, awnings, signage, awnings, and articulated wall surfaces—that are in proportion to the human body;
e. Numerous shop bays, entry ways, and storefronts along a block add visual interest and activity to a street. Bay divisions of 25 feet or less help to create a human scale at the pedestrian level;
f. A distinct building base at ground level, articulated with materials such as stone, masonry or concrete; and definition of the top of the building with a parapet and cornice;
g. Step-backs on upper floors of taller buildings; and
h. Height transitions (heights stepping up or down) from neighboring buildings.

Related Design Criteria:

D.D-2 Design a Well-proportioned and Unified Building and Site

Compose the massing and organize the publicly accessible interior and exterior spaces to create a well-proportioned building that exhibits a coherent conformance with the original parti. Design the architectural elements and finish details to create a unified building, so that all components appear integral to the whole.

Clarification:

Buildings that exhibit form and features identifying the functions within the building help to orient people to their surroundings, enhancing their comfort and sense of security while Downtown.

Key Points:

When composing the massing, consider how the following can contribute to create a building that exhibits a coherent architectural concept:

a. Setbacks or arcades, projections, and open space;
b. Relative sizes and shapes of distinct building volumes; and
c. Roof heights and forms.

When organizing the interior and exterior spaces and developing the architectural elements, consider how the following can contribute to create a building that exhibits a coherent architectural concept:

d. Façade modulation and articulation;
e. Windows and fenestration patterns;
f. Corner features;
g. Streetscape and open space fixtures;
h. Building porticos and canopies;
i. Building and garage entries;
j. Building base and top; and
k. Plaza and courtyard spaces at building entries.

When designing the architectural detail, consider how the following can contribute to create a building that exhibits a coherent architectural concept:

l. Exterior finish materials;
m. Architectural lighting and signage;
n. Grilles, railings, and downspouts;
o. Window and entry trim and moldings; and
p. Exterior lighting.

Related Design Criteria:

D.D-3 Maintain the Prevailing Street Edge

Design new buildings to help define and maintain the street edge. Building and site frontages should have active and direct engagement to the street to support pedestrian-oriented activity. Street edges help define public space and promote a continuity of urban fabric that can support a range of activities for pedestrians. The scale and design continuity along a block are important elements that contribute to an active, engaging, and lively streetscape.

Clarification:

Key Points:

Related Design Criteria:

D.D-4 Design with a Legible *Parti*

A good design has a central organizing thought or decision guiding the overall concept. This influencing precept can be depicted as a simple diagram and explanatory statement typically referred to as a parti*. Since the design of a site, public realm, and building should have a comprehensive concept experienced through scale, proportion, enclosure, and compositional clarity this coordinating precept can be expressed in the parti's diagram and statement.*

Clarification:

Key Points:

Related Design Criteria:

D.D-5 Enhance the Skyline

Design the upper portions of taller buildings to create visual interest and variety in the City, Neighborhood, and/or District skyline. Respect noteworthy structures while responding to the skyline's present and planned profile.

Clarification:

Although some buildings in Downtown Spokane have unique architectural elements such as towers, spires, or cornices; historically most commercial buildings have had flat roofs with cornices and parapets. Roof shapes, particularly on taller buildings, can contribute to a memorable skyline for Downtown Spokane. The constructed skyline, as seen from the Highway and surrounding elevated neighborhoods, creates a physical landmark for Downtown as the center of the City and the center of business, commerce, and government for the region. A sculptured top can lend a distinctive identity to buildings while helping orient people as they approach Downtown. Reducing the area of the top floors decreases the appearance of the overall bulk and generally produces a more interesting building form. As buildings increase in height, the more visible upper portion can be shaped and finished to appear increasingly slender and ornamental. Noteworthy Structures Downtown include:

1. Spokane County Courthouse Tower
2. St. Aloysius
3. Riverfront Park Clock Tower
4. U.S. Pavilion
5. Our Lady of Lourdes Cathedral
6. Spokesman Review Tower
7. Paulsen Building
8. Historic Davenport Hotel
9. Steamplant Building

Key Points:

Appropriate roof forms for Downtown Spokane include the following:

a. Flat roofs with cornices and parapets;
b. Visual termini from street level, such as articulated cornices, at the top of buildings;
c. Special roof shapes such as spires as accents on corners of building; and
d. Articulated and varied roof shapes with step-backs on taller buildings.

Related Design Criteria:

E. Access and Screening

Area of Influence: Site, Building/Structure

Design Objective: *Access and Screening* guidelines assist designers and developers in creating projects that minimize adverse environmental impacts.

D.E-1 Maximize Pedestrian Access to the Building and Site

Increase the quality of pedestrian routes along and through a site by minimizing the adverse impacts of curb cuts and drive-aisles on the safety and comfort of pedestrians.

Clarification:

Like blank façades, curb cuts effectively "deaden" the street environment where they occur by limiting pedestrian interaction with the building. Curb cuts and drive aisles tend to increase pedestrian exposure to moving vehicles, limit opportunities for landscaping and street trees, eliminate on-street parking spaces, and prohibit uses which promote pedestrian interaction.

Key Points:

When location curb cuts along public rights-of-way follow an order of preference based on Complete Street types, with highest preference for site access from alleys; followed by Type IV, Type III, and Type II Streets. Type I Streets should only allow curb cuts when there are no other alternatives. This preferential order accommodates pedestrian safety and comfort; smooth flow of traffic; and reinforces a cohesive urban form. Where necessary, this ordering can be modified to accommodate special conditions. Where curb cuts are deemed appropriate, one or more of the following design approaches should be considered for the safety and comfort of pedestrians:

a. Minimize the number of curb cuts and locate them away from street intersections;
b. Minimize the width of the curb cut, driveway, and garage opening;
c. Share the driveway with an adjacent property owner;
d. Locate the driveway to be visually less dominant;
e. Enhance the garage opening with specialty lighting, artwork, or materials having distinctive texture, pattern, or color (See also Guideline C-7); and
f. Provide sufficient queuing space on site.

Maintaining the appearance of the sidewalk across the driveway or access roadway can indicate pedestrian prioritization to vehicle operators. Paving differentiation may include:

g. Special concrete treatment (coloring and/or scoring);
h. Special brick or concrete accent paving; and
i. Warning pavers such as truncated domes.

In addition, the following standards to maximize mitigation of curb cuts may be considered:

j. Allow only one curb cut per parcel;
k. Allow multiple curb cuts within single parcels only with a minimum distance of 150-feet;
l. Utilize continuous medians to restrict left turns into access roads; and
m. Provide a median/pedestrian refuge between lanes for two-way access roads.

Related Design Criteria:

D.E-2 Minimize the Impact of Parking Facilities Along Street Frontages

Minimize the visual impact of parking by designing parking facilities into the building, e.g. below ground, behind veneer non-parking uses, or above the ground floor. Incorporate contextual architectural treatments or suitable landscaping to enhance the safety and comfort of people using the facility as well as passersby.

Clarification:

Parking garages play an important role in the success of any downtown. However, too often they are incompatible with nearby buildings because they are designed for parking function without consideration of architectural quality or street level activity.

Key Points:

Enhance the pedestrian qualities of the streetscape adjacent to at-grade parking structures or accessory parking garages. The parking portion of a structure should be architecturally compatible with the rest of the building and streetscape in terms of form, massing, and materials. Where appropriate consider incorporating one or more of the following treatments:

a. Incorporate pedestrian-oriented uses at street level to reduce the visual impact of parking structures (a depth of only 15 feet along the front of the building is sufficient to provide space for newsstands, ticket booths, flower shops, and other viable uses);
b. Incorporate vertical elements into the building façade;
c. Visually integrate the parking structure with building volumes above, below, and adjacent to;
d. Use single enter/exit control points to minimize driveways; and
e. Locate stairways, elevators and parking entrances and exits mid-block if possible. Avoid locating stairwells and elevators at corners, especially along Type I and II Complete Streets, to allow for active uses at these critical locations.

Design vehicular entries to parking structure so that they do not dominate the street frontage of a building. Subordinate the garage entrance to the pedestrian entrance in terms of size, prominence on the streetscape, location, and design emphasis. Consider one or more of the following design strategies:

f. Enhance the pedestrian entry to reduce the relative importance of the garage entry;
g. Recess the garage entry portion of the façade or extend portions of the structure over the garage entry to help conceal it;
h. Emphasize other façade elements to reduce the visual prominence of the garage entry; and
i. Use landscaping or artwork to soften the appearance of the garage entry from the street.

Related Design Criteria:

D.E-3 Minimize the Presence of Service Areas

Locate service areas for dumpsters, recycling facilities, loading docks and mechanical equipment away from street frontages where possible. Minimize adverse smells, sounds, views, and physical contact by keeping such service areas away from the public realm.

Clarification:

Unsightly service areas and elements adversely impact the Downtown pedestrian environment and create hazards for pedestrians and autos. Mechanical equipment (i.e., generators, air compressors, HVAC equipment, utility boxes and meters) should be located within the building envelope, on rooftops with appropriate screening, or below ground. Trash and recycling facilities should be located within the building footprint or else properly screened from public view. Coordination between tenants within one property and between properties is encouraged.

Key Points:
Incorporate one or more of the following to help minimize the impact of service areas:

a. Plan service areas for less visible locations on the site, ideally in the service alley;
b. Screen service areas to be less visible, with durable screening materials that complement the building and incorporate landscaping to make the screen more effective; and
c. Locate the opening to the service area away from the sidewalk.

Related Design Criteria:

D.E-4 Design Sustainable Parking

Design places for parking that mitigate automobile and impervious surface impacts to air, temperature, and water; and improve the City's visual and environmental quality.

Clarification:
Surface parking can be designed to reduce pollution from stormwater discharges, reduce peak flow rates to minimize stream channel erosion, and maintain or restore chemical, physical, and biological integrity of downstream waterways.

Key Points:
Design surface parking lots to include a comprehensive approach to stormwater management that addresses reducing the rate and volume of stormwater runoff as well as collecting and cleaning runoff on site. Contact City Engineering staff early to discuss possible options for addressing stormwater. Consider employing one or more of the following strategies as determined appropriate by City Engineering staff.

a. Design parking to reduce impervious surfaces to the extent possible;
b. Design parking and stormwater collection systems to work with natural grades;
c. Direct stormwater runoff into City approved infiltration areas and install curb alternatives to allow for natural, unconcentrated flow into these areas;
d. Amend planting soils in all landscaped and infiltration areas to ensure soil health (for infiltration, healthy plants, and stormwater treatment);
e. Consider structural soils under parking areas adjacent to required canopy trees (to promote tree health for rainwater interception, stormwater infiltration, and reduction of the heat island effect);
f. Install light-colored paving to reduce heat island effect.
g. Install pervious paving on pedestrian surfaces and other areas that do not require bio-filtering;
h. Install pervious surfacing on areas used for overflow automobile parking or service drives;
i. Consider installing a green roof or direct roof runoff to at-grade stormwater planters for parking structures.
j. Consider covering parking areas so that stormwater may not require filtration. It may then be directed to planting areas or cisterns.
k. Designate paved areas of the lot for snow storage to reduce stress and injury to the plants and reduce soil compaction.

Related Design Criteria:

Glossary of Terms

Action Approving Authority: Any City official that may initiate the design review process, accept final recommendations, or render final determinations regarding design review. Actions Approving Authorities at the City include the Hearing Examiner, the Planning Director, or the City Engineer. While not considered an action approving authority, the Plan Commission may request the Design Review Board's review and recommendations of any urban design portions of plans or codes under its consideration.

Area of Influence: As every building and site rests within a variety of contexts, each design guideline category is provided with the relative scale in which potentially influencing factors may be found or wherein they may be expressed. These are, from largest to most local: Region, City, Neighborhood, District, Public Realm, Site, and Building/Structure.

Civic Use: asdfgwfgdasfg

Contextual: asdfasdf

de minimis Change: Any change to a project's design after the conclusion of design review that would have a negligible effect on the final recommendations provided to the City's action approving authority. See *Substantial Change*.

Design Departure: While the design review process cannot waive compliance with a design standard, a design departure can grant the approval of an alternative means of complying with a standard. The alternative design must comply with the decision criteria for design departures listed in the Unified Development Code (Spokane Municipal Code 17G.030.040.A-F).

Design Guideline: A set of design parameters for developments which apply to projects that would trigger design review. These parameters may be unique to a design district, sub-district, overlay zone, or to specific project types. The guidelines, as design criteria, are adopted public statements of intent and are used to evaluate the acceptability of a project's design (Spokane Municipal Code 17A.020.040.L). Design guidelines help ensure that the design review process will result in advice and recommendations rendered which stay focused on the community's set of aesthetic expectations for the projects being reviewed.

Design Standard: A set of design parameters for developments which apply to all projects within a specific land use category. These parameters are written into every zoning category of the Unified Development Code and compliance is obligatory.

Façade: asdfadfsa

Fenestration: The arrangement and design of penetrations in the exterior wall of a building, typically exterior windows and doorways. The term may encompass the pattern of open-air passageways through a building or the design of a building's arcade.

Green: See *Sustainable*

Parti: A good design has a central organizing thought or decision guiding the overall concept. This influencing precept can be depicted as a simple diagram and explanatory statement, typically referred to as a parti. As the design of a site, public realm, and building should have a comprehensive concept experienced through scale, proportion, enclosure, and compositional clarity this coordinating precept can be expressed in the parti's diagram

and statement. A parti is often derived prior to the development of a project's plan, section, or elevation diagrams.

Plinth: In urban design a plinth is defined as a projecting masonry coursing that forms a platform for a building. Such a course is typically knee-high, though taller plinths may be used to add monumentality to landmark buildings.

Public Realm: Those parts of the urban fabric that are held in common, either by physical occupation or visual association. This includes, but is not limited to plazas, squares, parks, vistas, streets, public frontages, private frontages, civic buildings, and certain spaces in commercial developments like the common areas of malls and hotels. There is an ethical and civic connotation to the term that transcends the mere physical, legal, or utilitarian. On a street, the public realm is the entire space formed by the adjacent buildings/structures and site improvements.

Resilient: See *Sustainable*

Substantial Change: Any change to a project's design after the conclusion of design review that may take a project out of compliance with the final recommendations provided to the City's action approving authority. A substantial change to a project's design would typically result in further design review, remanding the project back to either urban design staff or the full Design Review Board to determine if additional, or revised, recommendations are warranted.

Superior in Design Quality: A determination that an alternative means of complying with the intent of a design standard would result in a greater compliance with the set of applicable design guidelines than what would be potential achieved by complying with the requirements (R) or presumptions (P) written in the design standard's implementation section.

Sustainable: asdfasfa

Urban Fabric: The physical aspect of urbanism. This term emphasizes building forms, streets, open space, streetscapes, and frontages, while excluding without prejudice ecological, functional, economic, and sociocultural aspects.

Visitability: A design solution for residential uses that eliminates major accessibility barriers. Visitability design includes the following three elements: 1) at least one zero-step entrance on an accessible route leading from a driveway or street sidewalk, 2) all interior doors being wide enough to allow a wheelchair to pass through, and 3) a least one toilet (half bath) on the main floor. A distinct advantage of incorporating these elements in a residential unit is that it will allow an easier conversion of a portion of the main floor into a non-residential use.

Potential terms to be included in the Glossary

Crime Prevention Through Environmental Design (CPTED):
Administrative Design Review:
Board-level Design Review:
Owner:
Applicant:
Agent:
Subject Site:
Circulation Plan:
Lighting Plan:
Plaza:
Screen:
Thoroughfare:
Street Tree:
Style:
Architectural Harmony:
Architectural Proportion:
Massing:
Scale:
Vernacular:
Soffit:
Cornice:
Eave:
Enfront:
Roof Slope:
Arcade:
Porch:
Stoop:
Mullions:
Awning/Canopy/Marquee:
Public Art:
Advisory Action:
Recommendation:
Parapet:
Building Base/Middle/Top:

Citywide Design Guidelines

A. Urban Design

Area of Influence: Region, City, Neighborhood, District

Design Objective: *Urban Design* guidelines assist designers and developers in recognizing and respecting physical systems that extend beyond the site so projects can respond to regional, municipal, neighborhood, and district patterns in space and time. Any new intervention should extend, mend, connect, or enhance the context through all aspects of the project, big and small—from public amenities to site design to the street network serving all modes of transportation, natural systems (e.g., natural resources, stormwater flow, topography, land forms), or historic settlement patterns.

C.A-1 Provide a 360-degree Design

Projects should respond to a wide range of contextual elements found in the public realm and the site's relationships with adjacent buildings, and the proposed design should be shaped to consider the quality and functionality of the urban fabric. Locate and shape buildings to maintain public views of important structures, places, and natural landscape features. Shape buildings and structures to respond to the setbacks, fenestration patterns and important horizontal datums of adjacent structures. Design all visible facades with similar effort and consideration as primary/front facades.

Clarification:

Key Points:

Related Design Criteria:

C.A-2 Provide a Sustainable Framework

Design projects to incorporate sustainable design and energy efficiency principles. Projects should be designed to meet the City's environmental policies by enhancing the urban forest canopy - to reduce urban heat island effects and reduce stormwater runoff, and improve the utilization of renewable energy resources - like hydropower and solar power.

Promote resilient development by choosing sustainable design and building practices whenever possible. Employ passive solar design in façade configurations, treatments, and materials - and where practicable incorporate active solar power systems. Employ techniques and technologies to improve the ecological performance of the building and site improvements.

Clarification:

Key Points:

Related Design Criteria:

C.A-3 Accommodate the Multi-modal Transportation Network

Design projects to create livable and memorable places within desirable environments where people want to spend time engaging in social, civic, and recreational activities. Projects that encourage connections with a variety of transit modes and enhance their immediate environment with amenities are highly encouraged. 'Multi-modal' includes all forms of transportation (walking, biking, transit riding, and driving) without exclusion.

Clarification:

Key Points:

Related Design Criteria:

C.A-4 Design for Change

Design projects to be flexible enough to respond to future changes in use, lifestyle, and demography. This means designing for energy and resource efficiency; creating flexibility in the use of a property via generous ground floor height dimensions and a capacity to access the public realm at multiple points along the property's frontage, encouraging new approaches to transportation, traffic management and parking through the way public spaces and service infrastructure are incorporated into a project's design.

Clarification:

Key Points:

Related Design Criteria:

B. Public Amenities

Area of Influence: Public Realm

Design Objective: *Public Amenity* guidelines assist designers and developers in creating projects that enhance the public realm; including streetscapes and open spaces.

C.B-1 Provide Inviting and Usable Open Space

Design public open spaces to promote a visually pleasing, healthy, safe, and active environment for workers, residents, and visitors. Views and solar access from the principal area of the open space should be emphasized.

Clarification:

Key Points:

Related Design Criteria:

C.B-2 Enhance the Building and Site with Landscaping

Enhance the building and/or site with generous landscaping which includes special pavements, trellises, screen walls, planters, and site furniture, as well as living plant material.

Clarification:

Key Points:

Related Design Criteria:

C.B-3 Respect Historic Features that Define Spokane

Renovations, restorations, and additions should respect nearby historic features. New buildings in historic districts should strive to reflect the existing urban fabric and the predominate architectural features within the surrounding context.

Clarification:

Key Points:

Related Design Criteria:

C.B-4 Provide Elements that Define the Place

Provide special elements on the facades, within public open spaces, or on the sidewalk to create a distinct, attractive, and memorable 'sense of place' associated with the building and site.

Clarification:

Key Points:

Related Design Criteria:

C.B-5 Provide Context-sensitive Signage and Lighting

Design signage appropriate for the scale and character of the project and immediate neighborhood. All signs should be oriented to pedestrians and/or persons in vehicles on streets within the immediate neighborhood. Provide appropriate levels of lighting on the building facade, on the underside of overhead weather protection, on and around street furniture, in merchandising display windows, in landscaped areas, and on signage.

Clarification:

Key Points:

Related Design Criteria:

C.B-6 Design for Personal Safety and Security

Promote a sense of security for people during nighttime hours. Design the building and site to promote the feeling of personal safety and security in the immediate area. Implement appropriate Crime Prevention Through Environmental Design (CPTED) principals, with a heightened focus on increasing eyes-on-the-street to improve passive security.

Clarification:

Key Points:

Related Design Criteria:

C.B-7 Universal Design

The Public Realm should be barrier-free, ergonomic, and accessible by all people regardless of physical ability or level of impairment. Projects shall be safe and accessible and contribute to a better public realm for people of all ages, genders, and abilities, especially the most vulnerable - children, seniors, and people with disabilities.

Clarification:

Key Points:

Related Design Criteria:

C. Pedestrian Environment

Area of Influence: Public Realm

Design Objective: *Pedestrian Environment* guidelines assist designers and developers in creating projects that define the pedestrian environment. The intent of the guidelines is to promote a safe and healthy environment where the pedestrian is the priority. While there is a need for automobile, bicycle, and transit in Spokane, in all cases the most important consideration is the ease of pedestrian movement. Where intersections with other transportation modes occur, the pedestrian's comfort, safety and best interests must not be compromised. The pedestrian should be unimpeded and relatively comfortable in all seasons and hours of the day, in all areas of Spokane.

C.C-1 Design Façades at Many Scales

Design architectural features, fenestration patterns, and material compositions that refer to the human activities contained within. Building façades should be composed of elements scaled to promote pedestrian comfort, safety, and orientation. A building's façade should create and reinforce a 'human scale' not only at the street level, but also as viewed from farther away.

Clarification:

Key Points:

Related Design Criteria:

C.C-2 Reinforce Primary Building Entries

Design primary building entries to promote pedestrian comfort, safety, and orientation.

Clarification:

Key Points:

Related Design Criteria:

C.C-3 Provide Appropriate Weather Protection

Provide a continuous, well-lit weather protection to improve pedestrian comfort and safety along pedestrian routes. Such protection should address wind, sun, and precipitation throughout the year.

Clarification:

Key Points: Address where such weather protection would be potentially beneficial.

Related Design Criteria:

C.C-4 Enhance Alleyways

To increase pedestrian safety, comfort, and interest where proposed, develop alleyway in response to the unique conditions of the site or project.

Clarification: Where site has adjacent alley, consider adding design elements to enhance the alleyway to assist in wayfinding, improve public safety, adding unique lighting, permeable paving, and public art.

Key Points:

Related Design Criteria:

C.C-5 Develop Pedestrian-oriented Spaces Along Street Frontages

D.A-x Designates *project type*: **D** = Downtown, **P** = Public Project and Structure, **S** = Skywalks, **C** = Citywide, **PUD** = Planned Unit Development
D.**A**-x Designates guideline *set*: **A** = Urban Design, **B** = Public Amenities, **C** = Pedestrian Env., **D** = Architectural Exp., **E** = Access and Screening

Commented [GU1]: Provide Appropriate Weather Protection. Concerned this may result in every new building having an awning or overhead projection tacked on to its facade. A variety of facade treatments (some with, some without projections) create an interesting dynamic and architectural tension. Do we really want to mandate this? Anne

Commented [GD2R1]: Guidelines are not mandates, but tools the Design Review Board uses to structure a conversation with a design team. It is up to the DRB to direct an applicant to respond to a design guidelines by citing it in their advisory actions and/or final recommendations. Spokane rests within a such a year-round climate than pedestrians could benefit from buildings that provide some type of weather protection - this could be canopies, marques, arcades, interior courts. But in some locations buildings may not front a publicly accessible sidewalk and such design elements would be wasted. This can be clarified in the Key Points.

Commented [GU3]: Enhance Alleyways.
Can more (or should more) be described here? Ie; Create gateways at alley entrances to enhance wayfinding and a sense of place through the use of art, lighting, changes in texture or materials, etc. Anne

Commented [GD4R3]: Added these implementation methods to Key Points.

Designs should create human-scale spaces in response to how people engage with their surroundings, by prioritizing active street frontages, clear paths of pedestrian travel, legible wayfinding, and enhanced connectivity. This strategy promotes healthy living, increases economic activity at the street level, enables social interaction, creates equitable and accessible public spaces, and improves public safety by putting eyes and feet on the street.

Clarification:

Key Points:

Related Design Criteria:

C.C-6 Provide a High-quality Design for the Public Realm

Create a high-quality public realm that supports the culture of walking and non-motorized transportation. Design the site and building so that pedestrian access is convenient, and the environment is comfortable, memorable, and attractive. Use materials at street level that create a sense of permanence and bring life and warmth to the Public Realm. Streets, alleys, trails, and public spaces work together to provide opportunities for civic, cultural, economic, and social activities.

Clarification:

Key Points:

Related Design Criteria:

D. Architectural Expression

Area of Influence: Site, Building/Structure

Design Objective: *Architectural Expression* guidelines assist designers and developers in creating projects that relate to the neighborhood context and promote quality development that reinforces the individuality, spirit, and values of Spokane. The guidelines are intended to promote site and architectural design that is complementary to Spokane's heritage and character. The following objectives and guidelines for Spokane primarily address the exterior of buildings and the relationship of buildings to its surroundings.

C.D-1 Create Transitions in Bulk and Scale

Building form should be consistent with the character of Spokane as an urban setting and create a transition in height, bulk, and scale of development; from neighboring or nearby areas with less intensive development, and between buildings and the pedestrian realm.

Clarification:

Key Points:

Related Design Criteria:

C.D-2 Design a Well-proportioned and Unified Building and Site

Compose the massing and organize the publicly accessible interior and exterior spaces to create a well-proportioned building that exhibits a coherent conformance to the original parti. Design the architectural elements and finish details to create a unified building, so that all components appear integral to the whole.

Clarification:

Key Points:

Related Design Criteria:

C.D-3 Maintain the Prevailing Street Edge

Design new buildings to help define and maintain the street edge. Building and site frontages should have active and direct engagement to the street to support pedestrian-oriented activity. Street edges help define public space and promote a continuity of urban fabric along with supporting a pedestrian-oriented experience. The scale and design continuity along a block are important elements that contribute to an active, engaging, and pedestrian-oriented streetscape.

Clarification:

Key Points:

Related Design Criteria:

C.D-4 Design with a Legible *Parti*

A good design has a central organizing thought or decision guiding the overall concept. This influencing precept can be depicted as a simple diagram and explanatory statement typically referred to as a parti. Since the design of a site, public realm, and building should have a comprehensive concept experienced through scale, proportion, enclosure, and compositional clarity this coordinating precept can be expressed in the parti's diagram and statement.

Clarification:

Key Points:

Related Design Criteria:

C.D-5 Enhance the Skyline

Design the upper portions of taller buildings to create visual interest and variety in the City, Neighborhood, and/or District skyline. Respect noteworthy structures while responding to the skyline's present and planned profile.

Clarification:

Key Points:

Related Design Criteria:

E. Access and Screening

Area of Influence: Site, Building/Structure

Design Objective: *Access and Screening* guidelines assist designers and developers in creating projects that minimize adverse environmental impacts.

C.E-1 Maximize Pedestrian Access to the Building and Site

Minimize adverse impacts of curb cuts and drive-aisles on the safety and comfort of pedestrians.

Clarification:

Key Points:

Related Design Criteria:

C.E-2 Minimize the Impact of Parking Facilities Along Street Frontages

Minimize the visual impact of parking by designing parking facilities into the building, e.g. below ground, behind veneer non-parking uses, or above the ground floor. Incorporate contextual architectural treatments or suitable landscaping to enhance the safety and comfort of people using the facility as well as passersby.

Clarification:

Key Points:

Related Design Criteria:

C.E-3 Minimize the Presence of Service Areas

Locate service areas for dumpsters, recycling facilities, loading docks and mechanical equipment away from street frontages where possible. Minimize adverse smells, sounds, views, and physical contact by keeping such service areas away from the public realm.

Clarification:

Key Points:

Related Design Criteria:

C.E-4 Design Sustainable Parking

Design places for parking that mitigate automobile and impervious surface impacts to air, temperature, and water; and improve the City's visual and environmental quality.

Clarification:

Key Points:

Related Design Criteria:

Planned Units Developments Design Guidelines

A. Urban Design

Area of Influence: Region, City, Neighborhood, District

Design Objective: *Urban Design* guidelines assist designers and developers in recognizing and respecting physical systems that extend beyond the site so projects can respond to regional, municipal, neighborhood, and district patterns in space and time. Any new intervention should extend, mend, connect, or enhance the context through all aspects of the project, big and small—from public amenities to site design to the street network serving all modes of transportation, natural systems (e.g., natural resources, stormwater flow, topography, land forms), or historic settlement patterns.

PUD.A-1 Provide a 360-degree Design

Projects should respond to a wide range of contextual elements found in the public realm and the site's relationships with adjacent buildings, and the proposed design should be shaped to consider the quality and functionality of the urban fabric, and surrounding neighborhood context. Locate and shape buildings to maintain public views of important structures, places, and natural landscape features. Shape buildings and structures to respond to the setbacks, fenestration patterns and important horizontal datums of adjacent structures. Design all visible facades with similar effort and consideration as the primary/front facades.

Clarification:

Key Points:

Related Design Criteria:

PUD.A-2 Provide a Sustainable Framework

Design projects to incorporate sustainable design and energy efficiency principles. Projects should be designed to meet the City's environmental policies by enhancing the urban forest canopy - to reduce urban heat island effects and reduce stormwater runoff, and improve the utilization of renewable energy resources - like hydropower and solar power.

Promote resilient development by choosing sustainable design and building practices whenever possible. Employ passive solar design in façade configurations, treatments, and materials - and where practicable incorporate active solar power systems. Employ techniques and technologies to improve the ecological performance of buildings and site improvements.

Clarification:

Key Points:

Related Design Criteria:

PUD.A-3 Accommodate the Multi-modal Transportation Network

Design projects to create livable and memorable places within desirable environments where people want to spend time engaging in social, civic, and recreational activities. Projects that encourage connections with a variety of transit modes and enhance their immediate environment with amenities are highly encouraged. 'Multi-modal' includes all forms of transportation (walking, biking, transit riding, and driving) without exclusion.

Commented [GU1]: Agree with the guidelines. Should some be less 'building-centric' and more development related? Thinking of multi-lot single family (eg. Latah Glen?) and how to apply these guidelines. Wide range of PUD types makes this difficult. (CH_DRB)

Commented [GD2R1]: Yes, agreed. The Phase 1 research work and recommendations were leading us to substantially change how design review for PUDs are processed - and how regional/city/neighborhood/district influencing factors are addressed.

Commented [GU3]: PUD A-1 Somewhere in this paragraph it may want to reference the neighborhood context. Anne

Commented [GD4R3]: We are going to add an additional guideline to the Urban Design category that mentions responding to local context.

Clarification:

Key Points:

Related Design Criteria:

PUD.A-4 Design for Change

Design projects to be flexible enough to respond to future changes in use, lifestyle, and demography. This means designing for energy and resource efficiency, creating flexibility in the use of a property via generous ground floor height dimensions and incorporating visitability *standards in ground floor residential buildings. Encourage new approaches to transportation, traffic management and parking through the way public spaces and service infrastructure are incorporated into a project's design.*

Clarification:

Key Points:

Related Design Criteria:

B. Public Amenities

Area of Influence: Public Realm

Design Objective: *Public Amenity* guidelines assist designers and developers in creating projects that enhance the public realm; including but not limited to streetscapes, courtyards, plazas, and open spaces.

PUD.B-1 Provide Inviting and Usable Open Space

Design public open spaces to promote a visually pleasing, healthy, safe, and active environment for workers, residents, and visitors. Views and solar access from the principal area of the open space should be emphasized. Such open space include but is not limited to, recessed entries, plazas, courtyards, and seating areas.

Clarification:

Key Points:

Related Design Criteria:

PUD.B-2 Enhance the Building and Site with Landscaping

Enhance the buildings and/or site with generous landscaping which includes special pavements, trellises, screen walls, planters, and site furniture, as well as living plant material.

Clarification:

Key Points:

Related Design Criteria:

PUD.B-3 Respect Historic Features that Define Spokane

Renovations, restorations, and additions should respect nearby historic features. New buildings in historic districts should strive to reflect the existing urban fabric and the predominate architectural features within the surrounding context.

Clarification:

Commented [GU5]: PUD B and B-2-- should language describing courtyards, entry plazas be integrated in the language? Anne

Commented [GD6R5]: Added to the Design objective for Public Amenities. Moved the proposed additional text from B-2 (Landscaping) to B-1 (Open Space) - as plazas and courtyards are types of Open Space.

Commented [GU7]: PUD C-2, C-5 and C-6. Within the PUD realm there is great opportunity at building entries to integrate courtyards / plazas. Anne

Commented [GD8R7]: Added to Key Points "entry plazas and courtyards" as ways that may enforce a Primary Building Entrance, to Develop Pedestrian-oriented Spaces Along Street Frontages.

Key Points:

Related Design Criteria:

PUD.B-4 Provide Elements that Define the Place

Provide special elements on the facades, within public open spaces, or on the sidewalk to create a distinct, attractive, and memorable 'sense of place' associated with the buildings and site.

Clarification:

Key Points:

Related Design Criteria:

PUD.B-5 Provide Context-sensitive Signage and Lighting

Design signage appropriate for the scale and character of the project and immediate neighborhood. All signs should be oriented to pedestrians and/or persons in vehicles on streets within the immediate neighborhood. Provide appropriate levels of lighting on the building façades, on the underside of overhead weather protection, on and around street furniture, in merchandising display windows, in landscaped areas, along pedestrian pathways and Shared Use Paths, and on signage.

Clarification:

Key Points:

Related Design Criteria:

PUD.B-6 Design for Personal Safety and Security

Promote a sense of security for people during nighttime hours. Design buildings and site to promote the feeling of personal safety and security in the immediate area. Implement appropriate Crime Prevention Through Environmental Design (CPTED) principals, with a heightened focus on increasing eyes-on-the-street to improve passive security.

Clarification:

Key Points:

Related Design Criteria:

PUD.B-7 Universal Design

The Public Realm should be barrier-free, ergonomic, and accessible by all people regardless of physical ability or level of impairment. Projects shall be safe and accessible and contribute to a better public realm for people of all ages, genders, and abilities, especially the most vulnerable - children, seniors, and people with disabilities.

Clarification:

Key Points:

Related Design Criteria:

C. Pedestrian Environment

Area of Influence: Public Realm

Design Objective: *Pedestrian Environment* guidelines assist designers and developers in creating projects that define the pedestrian environment. The intent of the guidelines is to promote a safe and healthy environment where the pedestrian is the priority. While there is a need for automobile, bicycle, and transit in Spokane, in all cases the most important consideration is the ease of pedestrian movement. Where intersections with other transportation modes occur, the pedestrian's comfort, safety and best interests must not be compromised. The pedestrian should be unimpeded and relatively comfortable in all seasons and hours of the day, in all areas of Spokane.

PUD.C-1 Design Façades at Many Scales

Design architectural features, fenestration patterns, and material compositions that refer to the human activities contained within. Building façades should be composed of elements scaled to promote pedestrian comfort, safety, and orientation. A building's façade should create and reinforce a 'human scale' not only at the street level, but also as viewed from farther away.

Clarification:

Key Points:

Related Design Criteria:

PUD.C-2 Reinforce Primary Building Entries

Design primary building entries to promote pedestrian comfort, safety, orientation, and a sense of arrival while visually emphasizing main entrance to a building.

Clarification:

Key Points: May include canopies, marquees, entry plazas, fronting courtyards, etc.

Related Design Criteria:

PUD.C-3 Provide Appropriate Weather Protection

Provide a continuous, well-lit weather protection to improve pedestrian comfort and safety along pedestrian routes. Such protection should address wind, sun, and precipitation throughout the year.

Clarification:

Key Points:

Related Design Criteria:

PUD.C-4 Enhance Alleyways

To increase pedestrian safety, comfort, and interest, where proposed develop the alleyway in response to the unique conditions of the site or project.

Clarification:

Key Points:

Related Design Criteria:

PUD.C-5 Develop Pedestrian-oriented Spaces Along Street Frontages

Designs should create human-scale spaces in response to how people engage with their surroundings, by prioritizing active street frontages, clear paths of pedestrian travel, legible wayfinding, and enhanced connectivity. This strategy promotes healthy living, increases economic activity at the street level, enables social interaction, creates equitable and accessible public spaces, and improves public safety by putting eyes and feet on the street.

Clarification:

Key Points: Types of Pedestrian-oriented space along a street frontage include courtyards, plazas, etc.

Related Design Criteria:

PUD.C-6 Provide a High-quality Design for the Public Realm

Create a high-quality public realm that supports the culture of walking and non-motorized transportation. Design the site and buildings so that pedestrian access is convenient, and the environment is comfortable, memorable, and attractive. Use materials at street level that create a sense of permanence and bring life and warmth to the Public Realm. Streets, alleys, trails, courtyards, plazas, and public spaces are all locations that will benefit from higher-quality design and materials to provide opportunities for civic, cultural, economic, and social activities.

Clarification:

Key Points:

Related Design Criteria:

D. Architectural Expression

Area of Influence: Site, Building/Structure

Design Objective: *Architectural Expression* guidelines assist designers and developers in creating projects that relate to the neighborhood context and promote quality development that reinforces the individuality, spirit, and values of Spokane. The guidelines are intended to promote site and architectural design that is complementary to Spokane's heritage and character. The following objectives and guidelines for Spokane primarily address the exterior of buildings and the relationship of buildings to its surroundings.

PUD.D-1 Create Transitions in Bulk and Scale

Building forms should be consistent with the character of Spokane as an urban setting and create a transition in height, bulk, and scale of development; from neighboring or nearby areas with less intensive development, and between buildings and the pedestrian realm.

Clarification:

Key Points:

Related Design Criteria:

PUD.D-2 Design a Well-proportioned and Unified Building and Site

Compose the massing and organize the publicly accessible interior and exterior spaces to create a well-proportioned set of buildings that exhibit a coherent conformance to the original parti. Design the architectural elements and finish details to create a unified set of buildings, so that all components appear integral to the whole.

Clarification:

Key Points:

Related Design Criteria:

PUD.D-3 Maintain the Prevailing Street Edge

Design new buildings to help define and maintain the street edge. Building and site frontages should have active and direct engagement to the street to support pedestrian-oriented activity. Street edges help define public space and promote a continuity of urban fabric along with supporting a pedestrian-oriented experience. The scale and design continuity along a block are important elements that contribute to an active, engaging, and pedestrian-oriented streetscape.

Clarification:

Key Points:

Related Design Criteria:

PUD.D-4 Design with a Legible *Parti*

A good design has a central organizing thought or decision guiding the overall concept. This influencing precept can be depicted as a simple diagram and explanatory statement typically referred to as a parti. Since the design of a site, public realm, and building(s) should have a comprehensive concept experienced through scale, proportion, enclosure, and compositional clarity this coordinating precept can be expressed in the parti's diagram and statement.

Clarification:

Key Points:

Related Design Criteria:

PUD.D-5 Enhance the Skyline

Design the upper portions of taller buildings to create visual interest and variety in the City, Neighborhood, and/or District skyline. Respect noteworthy structures while responding to the skyline's present and planned profile.

Clarification:

Key Points:

Related Design Criteria:

E. Access and Screening

Area of Influence: Site, Building/Structure

Design Objective: *Access and Screening* guidelines assist designers and developers in creating projects that minimize adverse environmental impacts.

PUD.E-1 Maximize Pedestrian Access to the Building and Site

Minimize adverse impacts of curb cuts and drive-aisles on the safety and comfort of pedestrians.

Clarification:

Key Points:

Related Design Criteria:

PUD.E-2 Minimize the Impact of Parking Facilities Along Street Frontages

Minimize the visual impact of parking by designing parking facilities into the building, e.g. below ground, behind veneer non-parking uses, or above the ground floor. Incorporate contextual architectural treatments or suitable landscaping to enhance the safety and comfort of people using the facility as well as passersby.

Clarification:

Key Points:

Related Design Criteria:

PUD.E-3 Minimize the Presence of Service Areas

Locate service areas for dumpsters, recycling facilities, loading docks and mechanical equipment away from street frontages where possible. Minimize adverse smells, sounds, views, and physical contact by keeping such service areas away from the public realm.

Clarification:

Key Points:

Related Design Criteria:

PUD.E-4 Design Sustainable Parking

Design places for parking that mitigate automobile and impervious surface impacts to air, temperature, and water; and improve the City's visual and environmental quality.

Clarification:

Key Points:

Related Design Criteria:

Public Buildings and Structures Design Guidelines

A. Urban Design

Area of Influence: Region, City, Neighborhood, District

Design Objective: *Urban Design* guidelines assist designers and developers in recognizing and respecting physical systems that extend beyond the site so projects can respond to regional, municipal, neighborhood, and district patterns in space and time. Any new intervention should extend, mend, connect, or enhance the context through all aspects of the project, big and small—from public amenities to site design to the street network serving all modes of transportation, natural systems (e.g., natural resources, stormwater flow, topography, land forms), or historic settlement patterns.

P.A-1 Provide a 360-degree Design

Projects should respond to a wide range of contextual elements found in the public realm and the site's relationships with adjacent buildings, and the proposed design should be shaped to consider the quality and functionality of the urban fabric. Locate and shape buildings and/or structures to maintain public views of important structures, places, and natural landscape features. Shape buildings and/or structures to respond to the setbacks, fenestration patterns and important horizontal datums of adjacent structures. Design all visible facades with similar effort and consideration as the primary/front facades.

Clarification:

Key Points:

Related Design Criteria:

P.A-2 Provide a Sustainable Framework

Design projects to incorporate sustainable design and energy efficiency principles. Projects should be designed to meet the City's environmental policies by enhancing the urban forest canopy - to reduce urban heat island effects and reduce stormwater runoff, and improve the utilization of renewable energy resources - like hydropower and solar power.

Promote resilient development by choosing sustainable design and building practices whenever possible. Employ passive solar design in façade configurations, treatments, and materials - and where practicable incorporate active solar power systems. Employ techniques and technologies to improve the ecological performance of the building/structure and site improvements.

Clarification:

Key Points:

Related Design Criteria:

P.A-3 Accommodate the Multi-modal Transportation Network

Design projects to create livable and memorable places within desirable environments where people want to spend time engaging in social, civic, and recreational activities. Projects that encourage

Commented [GU1]: Would it be appropriate to note / acknowledge that:
1) public buildings are held to a higher (the highest?) standard within these guidelines to set an example? While there is a definite need to be responsible with public funds, there is less of a 'business case' reasoning to do the least cost option.
2) although an allowed use in a sites zoning - public buildings may have intrinsic program elements that do not fit well with the specific zoning requirements. Thinking of the SPS NE Middle School project with extensive programmatic play areas, and a disproportional amount of linear street frontage, that made it difficult (impossible?) to meet the building frontage (& other) requirements of the underlying zone.
(CH_DRB)

Commented [GD2R1]: It's a good point. There could be clarifying language added attesting to the higher implied quality of public buildings and structures. As the design standards establish the floor of the public's expectations, having Public Buildings or Structures requesting a design departure from any of those standards is contrary to what one may think as appropriate. The difficulties with the NEMS was its zoning code's (Center & Corridors) design standards had no distinct Institutional Design Standards - unlike the Residential codes. So the floor wasn't just lower, it was non-existent. The question remains whether these proposed design guidelines help designers and the DRB identify whether an alternative design is "superior in design quality" to justify granting a design departure - and whether an applicant requests a departure or not, whether these guidelines will help guide designers towards a higher quality design.

connections with a variety of transit modes and enhance their immediate environment with amenities are highly encouraged. 'Multi-modal' includes all forms of transportation (walking, biking, transit riding, and driving) without exclusion.

Clarification:

Key Points:

Related Design Criteria:

P.A-4 Design for Change

Design projects to be flexible enough to respond to future changes in use, lifestyle, and demography. This means designing for energy and resource efficiency; creating flexibility in the use of a property via generous ground floor height dimensions and a capacity to access the public realm at multiple points along the property's frontage, encouraging new approaches to transportation, traffic management and parking through the way public spaces and service infrastructure are incorporated into a project's design.

Clarification:

Key Points:

Related Design Criteria:

B. Public Amenities

Area of Influence: Public Realm

Design Objective: *Public Amenity* guidelines assist designers and developers in creating projects that enhance the public realm; including streetscapes and open spaces.

P.B-1 Provide Inviting and Usable Open Space

Design public open spaces to promote a visually pleasing, healthy, safe, and active environment for workers, residents, and visitors. Views and solar access from the principal area of the open space should be emphasized.

Clarification:

Key Points:

Related Design Criteria:

P.B-2 Enhance the Building and Site with Landscaping

Enhance the building/structure and site with generous landscaping which includes special pavements, trellises, screen walls, planters, and site furniture, as well as living plant material.

Clarification:

Key Points:

Related Design Criteria:

P.B-3 Respect Historic Features that Define Spokane

Renovations, restorations, and additions should respect nearby historic features. New buildings and/or structures in historic districts should strive to reflect the existing urban fabric and the predominate architectural features within the surrounding context.

Clarification:

Key Points:

Related Design Criteria:

P.B-4 Provide Elements that Define the Place

Provide special elements on the facades, within public open spaces, or on the sidewalk to create a distinct, attractive, and memorable 'sense of place' associated with the building/structure and site.

Clarification:

Key Points:

Related Design Criteria:

P.B-5 Provide Context-sensitive Signage and Lighting

Design signage appropriate for the scale and character of the project and immediate neighborhood. All signs should be oriented to pedestrians and/or persons in vehicles on streets within the immediate neighborhood. Provide appropriate levels of lighting on the building facade, on the underside of overhead weather protection, on and around street furniture, in merchandising display windows, in landscaped areas, and on signage.

Clarification:

Key Points:

Related Design Criteria:

P.B-6 Design for Personal Safety and Security

Promote a sense of security for people during nighttime hours. Design the building/structure and site to promote the feeling of personal safety and security in the immediate area. Implement appropriate Crime Prevention Through Environmental Design (CPTED) principals, with a heightened focus on increasing eyes-on-the-street to improve passive security.

Clarification:

Key Points:

Related Design Criteria:

P.B-7 Universal Design

The Public Realm should be barrier-free, ergonomic, and accessible by all people regardless of physical ability or level of impairment. Projects shall be safe and accessible and contribute to a better public realm for people of all ages, genders, and abilities, especially the most vulnerable - children, seniors, and people with disabilities.

Clarification:

Key Points:

Related Design Criteria:

C. Pedestrian Environment

Area of Influence: Public Realm

Design Objective: *Pedestrian Environment* guidelines assist designers and developers in creating projects that define the pedestrian environment. The intent of the guidelines is to promote a safe and healthy environment where the pedestrian is the priority. While there is a need for automobile, bicycle, and transit in Spokane, in all cases the most important consideration is the ease of pedestrian movement. Where intersections with other transportation modes occur, the pedestrian's comfort, safety and best interests must not be compromised. The pedestrian should be unimpeded and relatively comfortable in all seasons and hours of the day, in all areas of Spokane.

P.C-1 Design Façades at Many Scales

Design architectural features, fenestration patterns, and material compositions that refer to the human activities contained within or surrounding the building/structure. Building or structure façades should be composed of elements scaled to promote pedestrian comfort, safety, and orientation. A building's or structure's façade should create and reinforce a 'human scale' not only at the street level, but also as viewed from farther away.

Clarification:

Key Points:

Related Design Criteria:

P.C-2 Reinforce Primary Building Entries

Design primary building or structure entries to promote pedestrian comfort, safety, and orientation.

Clarification:

Key Points:

Related Design Criteria:

P.C-3 Provide Appropriate Weather Protection

Provide a continuous, well-lit weather protection to improve pedestrian comfort and safety along pedestrian routes. Such protection should address wind, sun, and precipitation throughout the year.

Clarification:

Key Points:

Related Design Criteria:

P.C-4 Enhance Alleyways

To increase pedestrian safety, comfort, and interest; where proposed develop the alleyway in response to the unique conditions of the site or project.

Clarification:

Key Points:

Related Design Criteria:

P.C-5 Develop Pedestrian-oriented Spaces Along Street Frontages

Designs should create human-scale spaces in response to how people engage with their surroundings,

by prioritizing active street frontages, clear paths of pedestrian travel, legible wayfinding, and enhanced connectivity. This strategy promotes healthy living, increases economic activity at the street level, enables social interaction, creates equitable and accessible public spaces, and improves public safety by putting eyes and feet on the street.

Clarification:

Key Points:

Related Design Criteria:

P.C-6 Provide a High-quality Design for the Public Realm

Create a high-quality public realm that supports the culture of walking and non-motorized transportation. Design the site and building or structure so that pedestrian access is convenient, and the environment is comfortable, memorable, and attractive. Use materials at street level that create a sense of permanence and bring life and warmth to the Public Realm. Streets, alleys, trails, and public spaces work together to provide opportunities for civic, cultural, economic, and social activities.

Clarification:

Key Points:

Related Design Criteria:

D. Architectural Expression

Area of Influence: Site, Building/Structure

Design Objective: *Architectural Expression* guidelines assist designers and developers in creating projects that relate to the neighborhood context and promote quality development that reinforces the individuality, spirit, and values of Spokane. The guidelines are intended to promote site and architectural design that is complementary to Spokane's heritage and character. The following objectives and guidelines for Spokane primarily address the exterior of buildings/structures and the relationship of such buildings/structures to their surroundings.

P.D-1 Create Transitions in Bulk and Scale

Building/Structure form should be consistent with the character of Spokane as an urban setting and create a transition in height, bulk, and scale of development; from neighboring or nearby areas with less intensive development, and between buildings/structures and the pedestrian realm.

Clarification:

Key Points:

Related Design Criteria:

P.D-2 Design a Well-proportioned and Unified Building/Structure/Site

Compose the massing and organize the publicly accessible interior and exterior spaces to create a well-proportioned building/structure that exhibits a coherent conformance with the original parti. Design the architectural elements and finish details to create a unified building/structure, so that all components appear integral to the whole.

Clarification:

Key Points:

Related Design Criteria:

P.D-3 Maintain the Prevailing Street Edge

Design new buildings/structures to help define and maintain the street edge. Building/structure and site frontages should have active and direct engagement to the street to support pedestrian-oriented activity. Street edges help define public space and promote a continuity of urban fabric along with supporting a pedestrian-oriented experience. The scale and design continuity along a block are important elements that contribute to an active, engaging, and pedestrian-oriented streetscape.

Clarification:

Key Points:

Related Design Criteria:

P.D-4 Design with a Legible *Parti*

A good design has a central organizing thought or decision guiding the overall concept. This influencing precept can be depicted as a simple diagram and explanatory statement typically referred to as a parti. Since the design of a site, public realm, and building/structure should have a comprehensive concept experienced through scale, proportion, enclosure, and compositional clarity this coordinating precept can be expressed in the parti's diagram and statement.

Clarification:

Key Points:

Related Design Criteria:

P.D-5 Enhance the Skyline

Design the upper portions of taller buildings to create visual interest and variety in the City, Neighborhood, and/or District skyline. Respect noteworthy structures while responding to the skyline's present and planned profile.

Clarification:

Key Points:

Related Design Criteria:

E. Access and Screening

Area of Influence: *Site*, Building/Structure

Design Objective: *Access and Screening* guidelines assist designers and developers in creating projects that minimize adverse environmental impacts.

P.E-1 Maximize Pedestrian Access to the Building and Site

Minimize adverse impacts of curb cuts and drive-aisles on the safety and comfort of pedestrians.

Clarification:

Key Points:

Related Design Criteria:

P.E-2 Minimize the Impact of Parking Facilities Along Street Frontages

Minimize the visual impact of parking by designing parking facilities into the building/structure, e.g. below ground, behind veneer non-parking uses, or above the ground floor. Incorporate contextual architectural treatments or suitable landscaping to enhance the safety and comfort of people using the facility as well as passersby.

Clarification:

Key Points:

Related Design Criteria:

P.E-3 Minimize the Presence of Service Areas

Locate service areas for dumpsters, recycling facilities, loading docks and mechanical equipment away from street frontages where possible. Minimize adverse smells, sounds, views, and physical contact by keeping such service areas away from the public realm.

Clarification:

Key Points:

Related Design Criteria:

P.E-4 Design Sustainable Parking

Design places for parking that mitigate automobile and impervious surface impacts to air, temperature, and water; and improve the City's visual and environmental quality.

Clarification:

Key Points:

Related Design Criteria:

Skywalks Design Guidelines

A. Urban Design

Area of Influence: Region, City, Neighborhood, District

Design Objective: *Urban Design* guidelines assist designers and developers in recognizing and respecting physical systems that extend beyond the site so projects can respond to regional, municipal, neighborhood, and district patterns in space and time. Any new intervention should extend, mend, connect, or enhance the context through all aspects of the project, big and small—from public amenities to site design to the street network serving all modes of transportation, natural systems (e.g., natural resources, stormwater flow, topography, land forms), or historic settlement patterns.

S.A-1 Provide a 360-degree Design

Skywalks should respond to a wide range of contextual elements found in the public realm including its relationship with adjacent buildings, and the proposed design should be shaped to consider the quality and functionality of the urban fabric. Locate and shape skywalks to maintain public views of important structures, places, and natural landscape features. Shape skywalks to respond to the setbacks, fenestration patterns, adjacent traffic control devices, wayfinding signage, and important horizontal datums of adjacent structures. Design all visible facades with similar effort and consideration as the façades of the connecting buildings.

Clarification:

Key Points:

Related Design Criteria:

S.A-2 Provide a Sustainable Framework

Design skywalks to incorporate sustainable design and energy efficiency principles. Skywalks should be designed to meet the City's environmental policies.

Clarification:

Key Points:

Related Design Criteria:

S.A-3 Accommodate the Multi-modal Transportation Network

Design skywalks to create livable and memorable places within desirable environments where people want to spend time engaging in social, civic, and recreational activities. Skywalks that encourage connections with a variety of transit modes and enhance their immediate environment with amenities are highly encouraged. 'Multi-modal' includes all forms of transportation (walking, biking, transit riding, and driving) without exclusion.

Clarification:

Key Points:

Related Design Criteria:

S.A-4 Design for Change

Design and locate skywalks to be flexible enough to respond to future changes in use, lifestyle, and

demography. This means designing for energy and resource efficiency while accepting that connecting buildings may change use and occupancies over time. Skywalks should have an unobstructed connection to the first finish floor elevation of connecting buildings and those buildings' public realm.

Clarification:

Key Points:

Related Design Criteria:

Commented [GU1]: ... unobstructed connection to the ground floor of connecting buildings .... This is somewhat confusing language. Should it instead say something about connecting to the Finish Floor Elevation, gather than "ground floor"? Anne

B. Public Amenities

Area of Influence: Public Realm

Design Objective: *Public Amenity* guidelines assist designers and developers in creating projects that enhance the public realm; including streetscapes and open spaces.

S.B-1 Respect Historic Features that Define Spokane

Renovations, restorations, and additions within Spokane should respect adjacent or nearby historic features. New skywalks in historic districts should strive to reflect the existing urban fabric and the predominate architectural features within the surrounding context.

Clarification:

Key Points:

Related Design Criteria:

S.B-2 Provide Elements that Define the Place

Incorporate special elements on the facades to create a distinct, attractive, and memorable 'sense of place' associated with the skywalk and connecting buildings.

Clarification:

Key Points:

Related Design Criteria:

S.B-3 Provide Context-sensitive Signage and Lighting

Design wayfinding signage appropriate for the scale and character of the skywalk and immediate neighborhood. All street-level wayfinding should be oriented to pedestrians in the immediate neighborhood and provide clear directions on how to access the skywalk. To promote a sense of security for people during nighttime hours, provide appropriate levels of lighting in the skywalk, on the underside and/or façades of the skywalk, and around any wayfinding signage.

Clarification:

Key Points:

Related Design Criteria:

S.B-4 Design for Personal Safety and Security

Promote a sense of security for people during nighttime hours. Design the skywalk to promote the feeling of personal safety and security in the immediate area. Implement appropriate Crime Prevention Through Environmental Design (CPTED) principals, with a heightened focus on increasing eyes-on-the-street to improve passive security.

Clarification:

Key Points:

Related Design Criteria:

S.B-5 Universal Design

As a skywalk is part of the Public Realm it should be barrier-free, ergonomic, and accessible by all people regardless of physical ability or level of impairment. Skywalks shall be safe and accessible and contribute to a better public realm for people of all ages, genders, and abilities, especially the most

vulnerable - children, seniors, and people with disabilities.

Clarification:

Key Points:

Related Design Criteria:

C. Pedestrian Environment

Area of Influence: Public Realm

Design Objective: *Pedestrian Environment* guidelines assist designers and developers in creating skywalks that define the pedestrian environment. The intent of the guidelines is to promote a safe and healthy environment where the pedestrian is the priority. While there is a need for automobile, bicycle, and transit in Spokane, in all cases the most important consideration is the ease of pedestrian movement. Where intersections with other transportation modes occur, the pedestrian's comfort, safety and best interests must not be compromised. The pedestrian should be unimpeded and relatively comfortable in all seasons and hours of the day, in all areas of Spokane.

S.C-1 Design Façades at Many Scales

Design architectural features, fenestration patterns, and material compositions that refer to the human activities contained within. Skywalk façades should be composed of elements scaled to promote pedestrian comfort, safety, and orientation. A skywalk's façade should create and reinforce a 'human scale' not only at the street level, but also as viewed from farther away.

Clarification:

Key Points:

Related Design Criteria:

S C-2 Reinforce Pedestrian Access

Design the ground level skywalk entrances to promote pedestrian comfort, safety, and orientation.

Clarification:

Key Points:

Related Design Criteria:

S.C-3 Develop Pedestrian-oriented Spaces Along Street Frontages

Designs should create human-scale spaces in response to how people engage with their surroundings, by prioritizing active street frontages, clear paths of pedestrian travel, legible wayfinding, and enhanced connectivity. This strategy promotes healthy living, increases economic activity at the street level, enables social interaction, creates equitable and accessible public spaces, and improves public safety by putting eyes and feet on the street. Skywalks should not discourage street level activity.

Clarification:

Key Points:

Related Design Criteria:

S.C-4 Provide a High-quality Design for the Public Realm

Create a high-quality public realm that supports the culture of walking and non-motorized transportation. Design the skywalk so that pedestrian access is convenient, and the environment is comfortable, memorable, and attractive. Use materials at street level that create a sense of permanence and bring life and warmth to the Public Realm. As skywalks are part of this realm they must be integrated into the network of streets, alleys, trails, and public spaces to provide opportunities for civic, cultural, economic, and social activities.

Clarification:

Key Points:

Related Design Criteria:

D. Architectural Expression

Area of Influence: Site, Building/Structure

Design Objective: *Architectural Expression* guidelines assist designers and developers in creating skywalks that relate to the neighborhood context and promote quality development that reinforces the individuality, spirit, and values of Spokane. The guidelines are intended to promote site and architectural design that is complementary to Spokane's heritage and character. The following objectives and guidelines for Spokane primarily address the exterior of skywalks and their relationship to its architectural surroundings.

S.D-1 Create Transitions in Bulk and Scale

Skywalks should be consistent with the character of Spokane as an urban setting and create a transition in height, bulk, and scale of development, from neighboring or nearby areas with less intensive development, and between buildings and the pedestrian realm.

Clarification:

Key Points:

Related Design Criteria:

S.D-2 Design a Well-proportioned and Unified Skywalk

Compose the massing and organize the publicly accessible interior and exterior spaces to create a well-proportioned skywalk that exhibits a coherent conformance with the original parti. Design the architectural elements and finish details to create a unified skywalk, so that all components appear integral to the whole.

Clarification:

Key Points:

Related Design Criteria:

S.D-3 Design a Sustainable Skywalk

Promote resilient development by choosing sustainable design and building practices whenever possible. Employ passive solar design in façade configurations, treatments, and materials - and where practicable incorporate active solar power systems. Employ techniques and technologies to improve the ecological performance of the skywalk.

Clarification:

Key Points:

Related Design Criteria:

S.D-4 Enhance the Streetscape

Skywalks should contribute to the liveliness of the streetscape. This may be done through a variety of means, enhanced treatment of the underside of the skywalk, unique lighting, innovative and sculptural architectural and structural features, and incorporation of public art.

Clarification:

Key Points:

Related Design Criteria:

D.A-x Designates *project type*: **D** = Downtown, **P** = Public Project and Structure, **S** = Skywalks, **C** = Citywide, **PUD** = Planned Unit Development
D.**A**-x Designates guideline *set*: **A** = Urban Design, **B** = Public Amenities, **C** = Pedestrian Env., **D** = Architectural Exp., **E** = Access and Screening

E. Access and Screening

Area of Influence: Site, Building/Structure

Design Objective: *Access and Screening* guidelines assist designers and developers in creating skywalks that minimize adverse environmental impacts.

S.E-1 Maximize Pedestrian Access to the Skywalk

As a skywalk is intended to operate as part of a larger pedestrian multi-level network of pathways, the ease of access between levels of this network is paramount. Design the skywalk to integrate seamlessly with the overall pedestrian on, and adjacent to, the development.

Clarification:

Key Points:

Related Design Criteria:

S.E-2 Minimize Adverse Visual Impacts to Traffic Flow

Skywalks should not adversely affect the ability for pedestrians on sidewalks and drivers in the vehicle lanes from perceiving impediments to travel and crossing signals.

Clarification:

Key Points:

Related Design Criteria:

S.E-3 Minimize the Presence of Mechanical Equipment

Mechanical equipment should be screened from view in a manner consistent with the overall architectural Parti *of the skywalk's design. Minimize adverse smells, views, and physical contact by keeping such mechanical equipment away from the skywalk's public realm.*

Clarification:

Key Points:

Related Design Criteria:

Comments on the New Design Guidelines- August 17, 2021

From AIA Spokane (Dana Harbaugh):

Hi Dean,
Our group of 4 have completed a first pass on the proposed new City of Spokane Design Guidelines. We appreciate the opportunity to provide feedback as representatives of AIA Spokane.

We concentrated on the Skywalk and Public Building Guidelines. We assumed the Skywalk Guidelines were further along in development based on content. It was also fairly apparent that the Guidelines for Public Buildings, City-wide Buildings, etc., were templates of another guideline (I believe, Dean, you mentioned they were based on the Downtown Design Guidelines) and we felt they needed a lot of edits and customization to be specific to their particular building category. All that said, we have a few general comments and questions as well as specific comments that are noted in the attached documents.

General Comments:

- If a template and the same approach was used as those developed for the Downtown Design Guidelines, the committee felt there needs to be significant editing make them appropriate for each building category.
- These guidelines should be written assuming they will be used by design consultants less familiar with Spokane and will be interpreted and "enforced" by a committee of individuals many of which likely aren't design professionals. The wording therefore is very important and you'll see that the committee weighed in where the intent of the guidelines is ripe for misinterpretation or being overly prescriptive – which the committee hoped was not the intent.
- Regarding skywalks, our committee felt the guidelines could be greatly simplified. We had a hard time seeing many of the "template" categories applying to skywalks. The guidelines appear to raise more questions than provide guidance as currently written.

Questions:

- The committee would like to better understand the process for further review, input and approval moving forward.
- The committee is interested in the process of enforcement of the new guidelines. Will it evolve from the current process and if so how? Can this committee be part of providing feedback on refinements to the process?
- Will there be significant edits to the sections that right now appear to be templates of the Downtown Design Guidelines as strongly suggested by our committee? If so, will the committee have a chance to review new edits?

From the Design Review Board:

Master List:

Skywalks:

A-5 Design for Change
Anne- "... unobstructed connection to the ground floor of connecting buildings .... This is somewhat confusing language. Should it instead say something about connecting to the Finish Floor Elevation, gather than 'ground floor'?"

Citywide:

C-3 Provide Appropriate Weather Protection

Anne- "Provide Appropriate Weather Protection. Concerned this may result in every new building having an awning or overhead projection tacked on to its facade. A variety of facade treatments (some with, some without projections) create an interesting dynamic and architectural tension. Do we really want to mandate this?"

Response: "Guidelines are not mandates, but tools the Design Review Board uses to structure a conversation with a design team. It is up to the DRB to direct an applicant to respond to a design guidelines by citing it in their advisory actions and/or final recommendations. Spokane rests within a such a year-round climate than pedestrians could benefit from buildings that provide some type of weather protection - this could be canopies, marques, arcades, interior courts. But in some locations buildings may not front a publicly accessible sidewalk and such design elements would be wasted. This can be clarified in the Key Points." –Dean

C-4 Enhance Alleyways

Anne- "Enhance Alleyways. Can more (or should more) be described here? Ie; Create gateways at alley entrances to enhance wayfinding and a sense of place through the use of art, lighting, changes in texture or materials, etc."

(Staff added to Clarification section)

PUDs:

Public Buildings and Structures:

Chuck- Would it be appropriate to note / acknowledge that:
1) public buildings are held to a higher (the highest?) standard within these guidelines to set an example? While there is a definite need to be responsible with public funds, there is less of a 'business case' reasoning to do the least cost option.
2) although an allowed use in a sites zoning - public buildings may have intrinsic program elements that do not fit well with the specific zoning requirements. Thinking of the SPS NE Middle School project with extensive programmatic play areas, and a disproportional amount of linear street frontage, that made it difficult (impossible?) to meet the building frontage (& other) requirements of the underlying zone.

Dean- It's a good point. There could be clarifying language added attesting to the higher implied quality of public buildings and structures. As the design standards establish the floor of the public's expectations, having Public Buildings or Structures requesting a design departure from any of those standards is contrary to what one may think as appropriate. The difficulties with the NEMS was its zoning code's (Center & Corridors) design standards had no distinct Institutional Design Standards - unlike the Residential codes. So the floor wasn't just lower, it was non-existent. The question remains whether these proposed design guidelines help designers and the DRB identify whether an alternative design is "superior in design quality" to justify granting a design departure - and whether an applicant requests a departure or not, whether these guidelines will help guide designers towards a higher quality design.

Public Buildings and Structures Design Guidelines

Commented [1]: It seems that this entire document as well as City Wide, Master List & PUD need to be edited to give more specific direction toward each project type. If they arent going to be customized toward each project type then why not just have one overarching document?

A. Urban Design

Area of Influence: Region, City, Neighborhood, District

Design Objective: *Urban Design* guidelines assist designers and developers in recognizing and respecting physical systems that extend beyond the site so projects can respond to regional, municipal, neighborhood, and district patterns in space and time. Any new intervention should extend, mend, connect, or enhance the context through all aspects of the project, big and small—from public amenities to site design to the street network serving all modes of transportation, natural systems (e.g., natural resources, stormwater flow, topography, land forms), or historic settlement patterns.

P.A-1 Provide a 360-degree Design

Projects should respond to a wide range of contextual elements found in the public realm and the site's relationships with adjacent buildings, and the proposed design should be shaped to consider the quality and functionality of the urban fabric. Locate and shape buildings and/or structures to maintain public views of important structures, places, and natural landscape features. Shape buildings and/or structures to respond to the setbacks, fenestration patterns and important horizontal datums of adjacent structures. Design all visible facades with similar effort and consideration as the primary/front facades.

Commented [2]: What if the building isn't in an urban development? This could be interpreted that all public buildings need to respond to buildings in Spokane's downtown core.

P.A-2 Design with a Legible *Parti*

A good design has a central organizing thought or decision guiding the overall concept. This influencing precept can be depicted as a simple diagram and explanatory statement typically referred to as a parti. Since the design of a site, public realm, and building/structure should have a comprehensive concept experienced through scale, proportion, enclosure, and compositional clarity this coordinating precept can be expressed in the parti's diagram and statement.

P.A-3 Provide a Sustainable Framework

Design projects to incorporate sustainable design and energy efficiency principles. Projects should be designed to meet the City's environmental policies by enhancing the urban forest canopy - to reduce urban heat island effects and reduce stormwater runoff, and improve the utilization of renewable energy resources - like hydropower and solar power.

Commented [3]: I think this statement should be more generic, something like "...improve the utilization of energy resources." and leave it at that. Energy powering the building is what is and the goal should simply be to reduce energy usage.

P.A-4 Accommodate the Multi-modal Transportation Network

Design projects to create livable and memorable places within desirable environments where people want to spend time engaging in social, civic, and recreational activities. Projects that encourage connections with a variety of transit modes and enhance their immediate environment with amenities are highly encouraged. 'Multi-modal' includes all forms of transportation (walking, biking, transit riding, and driving) without exclusion.

Commented [4]: As a general note: If the building is an infill building in downtown for instance, does the driving & biking requirements still apply? Same comment applies to City Wide assuming that building is downtown.

P.A-5 Design for Change

Design projects to be flexible enough to respond to future changes in use, lifestyle, and demography. This means designing for energy and resource efficiency; creating flexibility in the use of a property via generous ground floor height dimensions and a capacity to access the public realm at multiple points along the property's frontage, encouraging new approaches to transportation, traffic management and parking through the way public spaces and service infrastructure are incorporated into a project's design.

Commented [5]: I'm curious why this is important on public buildings that rarely change use compared to other buildings. I'd also be interested in examples that can be provided here that apply to public buildings.

D.A-x Designates *project type*: **D** = Downtown, **P** = Public Project and Structure, **S** = Skywalks, **C** = Citywide, **PUD** = Planned Unit Development

D.**A**-x Designates guideline *set*: **A** = Urban Design, **B** = Public Amenities, **C** = Pedestrian Env., **D** = Architectural Exp., **E** = Access and Screening

B. Public Amenities

Area of Influence: Public Realm

Design Objective: *Public Amenity* guidelines assist designers and developers in creating projects that enhance the public realm; including streetscapes and open spaces.

P.B-1 **Provide Inviting and Usable Open Space**

Design public open spaces to promote a visually pleasing, healthy, safe, and active environment for workers, residents, and visitors. Views and solar access from the principal area of the open space should be emphasized.

P.B-2 **Enhance the Building with Landscaping**

Enhance the building/structure and site with generous landscaping which includes special pavements, trellises, screen walls, planters, and site furniture, as well as living plant material.

P.B-3 **Respect Historic Features that Define Spokane**

Renovations, restorations, and additions should respect nearby historic features. New buildings and/or structures in historic districts should strive to reflect the existing urban fabric and the predominate architectural features within the surrounding context.

P.B-4 **Provide Elements that Define the Place**

Provide special elements on the facades, within public open spaces, or on the sidewalk to create a distinct, attractive, and memorable 'sense of place' associated with the building/structure and site.

P.B-5 **Provide Context-sensitive Signage and Lighting**

Design signage appropriate for the scale and character of the project and immediate neighborhood. All signs should be oriented to pedestrians and/or persons in vehicles on streets within the immediate neighborhood. Provide appropriate levels of lighting on the building facade, on the underside of overhead weather protection, on and around street furniture, in merchandising display windows, in landscaped areas, and on signage.

P.B-6 **Design for Personal Safety and Security**

Promote a sense of security for people during nighttime hours. Design the building/structure and site to promote the feeling of personal safety and security in the immediate area. Implement appropriate Crime Prevention Through Environmental Design (CPTED) principals, with a heightened focus on increasing eyes-on-the-street to improve passive security.

P.B-7 **Universal Design**

The Public Realm should be barrier-free, ergonomic, and accessible by all people regardless of physical ability or level of impairment. Projects shall be safe and accessible and contribute to a better public realm for people of all ages, genders, and abilities, especially the most vulnerable - children, seniors, and people with disabilities.

Commented [6]: Does this apply to infill lots downtown for instance?

Commented [7]: Are all these items required? That would be asking a lot of our public institutions who have to maintain these buildings. (Specifically, does every project have to have a trellis? I wouldn't support that as a requirement.)

Commented [8]: This seems to preclude design of a contemporary addition like we designed to our historic building at NAC that was an AIA honor award winner. There are many examples of modern additions to historic buildings that are wonderful, but this language appears make that not even a consideration.

Commented [9]: As we are bound by the code in many aspects of universal design, I wonder if this becomes redundant? Maybe this should be deleted from the city guidelines?

C. Pedestrian Environment

Area of Influence: Public Realm

Design Objective: *Pedestrian Environment* guidelines assist designers and developers in creating projects that define the pedestrian environment. The intent of the guidelines is to promote a safe and healthy environment where the pedestrian is the priority. While there is a need for automobile, bicycle, and transit in Spokane, in all cases the most important consideration is the ease of pedestrian movement. Where intersections with other transportation modes occur, the pedestrian's comfort, safety and best interests must not be compromised. The pedestrian should be unimpeded and relatively comfortable in all seasons and hours of the day, in all areas of Spokane.

P.C-1 **Design Façades at Many Scales**

Design architectural features, fenestration patterns, and material compositions that refer to the human activities contained within or surrounding the building/structure. Building or structure façades should be composed of elements scaled to promote pedestrian comfort, safety, and orientation. A building's or structure's façade should create and reinforce a 'human scale' not only at the street level, but also as viewed from farther away.

P.C-2 **Reinforce Primary Building Entries**

Design primary building or structure entries to promote pedestrian comfort, safety, and orientation.

P.C-3 **Provide Appropriate Weather Protection**

Provide a continuous, well-lit weather protection to improve pedestrian comfort and safety along pedestrian routes. Such protection should address wind, sun, and precipitation throughout the year.

Commented [10]: It seems strange that this is a City Design Guideline to me. This is about the building function which to me is an owner criteria.

Commented [11R10]: Where does weather protection begin? Parking?

P.C-4 **Enhance Alleyways**

To increase pedestrian safety, comfort, and interest; where proposed develop the alleyway in response to the unique conditions of the site or project.

P.C-5 **Develop Pedestrian-oriented Spaces Along Street Frontages**

Designs should create human-scale spaces in response to how people engage with their surroundings, by prioritizing active street frontages, clear paths of pedestrian travel, legible wayfinding, and enhanced connectivity. This strategy promotes healthy living, increases economic activity at the street level, enables social interaction, creates equitable and accessible public spaces, and improves public safety by putting eyes and feet on the street.

P.C-6 **Provide a High-quality Design for the Public Realm**

Create a high-quality public realm that supports the culture of walking and non-motorized transportation. Design the site and building or structure so that pedestrian access is convenient, and the environment is comfortable, memorable, and attractive. Use materials at street level that create a sense of permanence and bring life and warmth to the Public Realm. Streets, alleys, trails, and public spaces work together to provide opportunities for civic, cultural, economic, and social activities.

D. Architectural Expression

Area of Influence: Site, Building/Structure

Design Objective: *Architectural Expression* guidelines assist designers and developers in creating projects that relate to the neighborhood context and promote quality development that reinforces the individuality, spirit, and values of Spokane. The guidelines are intended to promote site and architectural design that is complementary to Spokane's heritage and character. The following objectives and guidelines for Spokane primarily address the exterior of buildings/structures and the relationship of such buildings/structures to their surroundings.

P.D-1 Create Transitions in Bulk and Scale

Building/Structure form should be consistent with the character of Spokane as an urban setting and create a transition in height, bulk, and scale of development; from neighboring or nearby areas with less intensive development, and between buildings/structures and the pedestrian realm.

P.D-2 Design a Well-proportioned and Unified Building/Structure

Compose the massing and organize the publicly accessible interior and exterior spaces to create a well-proportioned building/structure that exhibits a coherent conformance with the original parti. Design the architectural elements and finish details to create a unified building/structure, so that all components appear integral to the whole.

P.D-3 Maintain the Prevailing Street Edge

Design new buildings/structures to help define and maintain the street edge. Building/structure and site frontages should have active and direct engagement to the street to support pedestrian-oriented activity. Street edges help define public space and promote a continuity of urban fabric along with supporting a pedestrian-oriented experience. The scale and design continuity along a block are important elements that contribute to an active, engaging, and pedestrian-oriented streetscape.

P.D-4 Design a Sustainable Building/Structure and Site

Promote resilient development by choosing sustainable design and building practices whenever possible. Employ passive solar design in façade configurations, treatments, and materials - and where practicable incorporate active solar power systems. Employ techniques and technologies to improve the ecological performance of the building/structure and site improvements.

P.D-5 Enhance the Skyline

Design the upper portions of taller buildings to create visual interest and variety in the City, Neighborhood, and/or District skyline. Respect noteworthy structures while responding to the skyline's present and planned profile.

Commented [12]: Does this preclude the taller residential building on 1st Ave across from Brickwest? What about buildings that aren't in urban settings? Many of our public buildings (like schools) are in residential areas or areas where their is very little development (like the new Southside Middle School - although that is in the county).

Commented [13]: This feels too geared towards buildings in Spokane's downtown core. A school generally sits on a large site with athletic fields, parking, bus lanes, fire lanes, service drives, etc. I think this language needs work to deal with public buildings not in the downtown core.

Commented [14]: This is limiting in creating a well designed courtyard experience that invites the public in. Could this be rethought to include the possibility of a building setback from the existing street edge to create a unique and inviting environment?

Commented [15]: Can this be deleted/reworded? What if the building is completely passive without solar panels? I dont think we should limit and demand owners to use one particular passive solar system when there may be new innovations that could offset power demand in the future.

Commented [16]: In the context of a new school that is surrounded by homes how would this note apply? And in a downtown context would this mean mimicking what is surrounding. "Compliment" may be a better a better word for this.

E. Access and Screening

Area of Influence: *Site,* Building/Structure

Design Objective: *Access and Screening* guidelines assist designers and developers in creating projects that minimize adverse environmental impacts.

P.E-1 Maximize Pedestrian Access to the Building and Site

Minimize adverse impacts of curb cuts and drive-aisles on the safety and comfort of pedestrians.

P.E-2 Minimize the Impact of Parking Facilities Along Street Frontages

Minimize the visual impact of parking by designing parking facilities into the building/structure, e.g. below ground, behind veneer non-parking uses, or above the ground floor. Incorporate contextual architectural treatments or suitable landscaping to enhance the safety and comfort of people using the facility as well as passersby.

Commented [17]: The highlighted language appears to be specific to structured parking very little of which is constructed outside the downtown core.

P.E-3 Minimize the Presence of Service Areas

Locate service areas for dumpsters, recycling facilities, loading docks and mechanical equipment away from street frontages where possible. Minimize adverse smells, sounds, views, and physical contact by keeping such service areas away from the public realm.

P.E-4 Design Sustainable Parking

Design places for parking that mitigate automobile and impervious surface impacts to air, temperature, and water; and improve the City's visual and environmental quality.

Glossary of Terms

Action Approving Authority: Any City official that may initiate the design review process, accept final recommendations, or render final determinations regarding design review. Actions Approving Authorities at the City include the Hearing Examiner, the Planning Director, or the City Engineer. While not considered an action approving authority, the Plan Commission may request the Design Review Board's review and recommendations of any urban design portions of plans or codes under its consideration.

Area of Influence: As every building and site rests within a variety of contexts, each design guideline category is provided with the relative scale in which potentially influencing factors may be found or wherein they may be expressed. These are, from largest to most local: Region, City, Neighborhood, District, Public Realm, Site, and Building/Structure.

de minimis Change: Any change to a project's design after the conclusion of design review that would have a negligible effect on the final recommendations provided to the City's action approving authority.

Design Departure: While the design review process cannot waive compliance with a design standard, a design departure can grant the approval of an alternative means of complying with a standard. The alternative design must comply with the decision criteria for design departures listed in the Unified Development Code (Spokane Municipal Code 17G.030.040.A-F).

Design Guideline: A set of design parameters for developments which apply to projects that would trigger design review. These parameters may be unique to a design district, sub-district, overlay zone, or to specific project types. The guidelines, as design criteria, are adopted public statements of intent and are used to evaluate the acceptability of a project's design (Spokane Municipal Code 17A.020.040.L). Design guidelines help ensure that the design review process will result in advice and recommendations rendered which stay focused on the community's set of aesthetic expectations for the project's being reviewed.

Design Standard: A set of design parameters for developments which apply to all projects within a specific land use category. These parameters are written into every zoning category of the Unified Development Code and compliance is obligatory.

Parti: A good design has a central organizing thought or decision guiding the overall concept. This influencing precept can be depicted as a simple diagram and explanatory statement, typically referred to as a parti. As the design of a site, public realm, and building should have a comprehensive concept experienced through scale, proportion, enclosure, and compositional clarity this coordinating precept can be expressed in the parti's diagram and statement. A parti is often derived prior to the development of a project's plan, section, or elevation diagrams.

Public Realm: Those parts of the urban fabric that are held in common, either by physical occupation or visual association. This includes, but is not limited to plazas, squares, parks, vistas, streets, public frontages, private frontages, civic buildings, and certain commercial entities like the common areas of malls and hotels. There is an ethical and civic connotation to the term that transcends the mere physical, legal, or utilitarian. On a street, the public realm is the entire space formed by the adjacent buildings/structures and site improvements.

Substantial Change: Any change to a project's design after the conclusion of design review that may take a project out of compliance with the final recommendations provided to the City's action approving authority. A substantial change to a project's design would typically result in further design review, remanding the project back to either urban design staff or the full Design Review Board to determine if additional, or revised, recommendations are warranted.

Superior in Design Quality: A determination that an alternative means of complying with the intent of a design standard would result in a greater compliance with the set of applicable design guidelines than what would be potential achieved by complying with the requirements (R) or presumptions (P) written in the design standard's implementation section.

Urban Fabric: The physical aspect of urbanism. This term emphasizes building types, streets, open space, streetscapes, and frontages, while excluding without prejudice ecological, functional, economic, and sociocultural aspects.

Visitability: A design solution for residential uses that eliminates major accessibility barriers. Visitability design includes the following three elements: 1) at least one zero-step entrance on an accessible route leading from a driveway or street sidewalk, 2) all interior doors being wide enough to allow a wheelchair to pass through, and 3) a least one toilet (half bath) on the main floor. A distinct advantage of incorporating these elements in a residential unit is that it will allow an easier conversion of a portion of the main floor into a non-residential use.

Potential terms to be included in the Glossary

Crime Prevention Through Environmental Design (CPTED):
Administrative Design Review:
Board-level Design Review:
Owner:
Applicant:
Agent:
Subject Site:
Circulation Plan:
Lighting Plan:
Civic Use:
Plaza:
Screen:
Thoroughfare:
Street Tree:
Public Realm:
Style:
Architectural Harmony:
Architectural Proportion:
Massing:
Scale:
Vernacular:
Façade:
Soffit:
Cornice:
Eave:
Enfront:
Roof Slope:
Arcade:
Porch:
Stoop:
Fenestration:
Mullions:
Awning/Canopy/Marquee:
Public Art:
Advisory Action:
Recommendation:
Parapet:
Building Base/Middle/Top:
Green/Sustainable/Resilient:

Skywalks Design Guidelines

A. Urban Design

Area of Influence: Region, City, Neighborhood, District

Design Objective: *Urban Design* guidelines assist designers and developers in recognizing and respecting physical systems that extend beyond the site so projects can respond to regional, municipal, neighborhood, and district patterns in space and time. Any new intervention should extend, mend, connect, or enhance the context through all aspects of the project, big and small—from public amenities to site design to the street network serving all modes of transportation, natural systems (e.g., natural resources, stormwater flow, topography, land forms), or historic settlement patterns.

S.A-1 **Provide a 360-degree Design**

Skywalks should respond to a wide range of contextual elements found in the public realm including its relationship with adjacent buildings, and the proposed design should be shaped to consider the quality and functionality of the urban fabric. Locate and shape skywalks to maintain public views of important structures, places, and natural landscape features. Shape skywalks to respond to the setbacks, fenestration patterns, adjacent traffic control devices, wayfinding signage, and important horizontal datums of adjacent structures. Design all visible facades with similar effort and consideration as the façades of the connecting buildings.

S.A-2 **Design with a Legible *Parti***

A good skywalk design has a central organizing thought or decision guiding the overall concept. This influencing precept can be depicted as a simple diagram and explanatory statement typically referred to as a parti. Develop a skywalk design concept that responds to the adjacent streetscape and connecting buildings, establishing, or emphasizing the sense of that streetscape as an outdoor room. This design should have a comprehensive concept experienced through scale, proportion, enclosure, and compositional clarity and this coordinating precept can be expressed in the parti's diagram and statement.

S. A-3 **Provide a Sustainable Framework**

Design skywalks to incorporate sustainable design and energy efficiency principles. Skywalks should be designed to meet the City's environmental policies.

S.A-4 **Accommodate the Multi-modal Transportation Network**

Design skywalks to create livable and memorable places within desirable environments where people want to spend time engaging in social, civic, and recreational activities. Skywalks that encourage connections with a variety of transit modes and enhance their immediate environment with amenities are highly encouraged. 'Multi-modal' includes all forms of transportation (walking, biking, transit riding, and driving) without exclusion.

S.A-5 **Design for Change**

Design and locate skywalks to be flexible enough to respond to future changes in use, lifestyle, and demography. This means designing for energy and resource efficiency while accepting that connecting buildings may change use and occupancies over time. Skywalks should have an unobstructed connection to the ground floor of connecting buildings and those buildings' public realm.

D.A-x Designates *project type*: **D** = Downtown, **P** = Public Project and Structure, **S** = Skywalks, **C** = Citywide, **PUD** = Planned Unit Development
D.**A**-x Designates guideline *set*: **A** = Urban Design, **B** = Public Amenities, **C** = Pedestrian Env., **D** = Architectural Exp., **E** = Access and Screening

Commented [1]: Skywalk Guidelines seem overly complex for such a simple structure.

Commented [2R1]: Is the goal to make these objects that stand out or to have them go away?

Commented [3]: This could be interpreted that the design of the skywalk needs to use the same architectural language and materials as visible facades. I'd prefer to use the word "compliment" facades of connecting buildings to leave room for different design approaches.

Commented [4]: I'm having a hard time applying sustainable design strategies to a skywalk. The opportunities are extremely limited to almost barely existent.

Commented [5R4]: I've never designed a skywalk, but with the amount of glazing I imagine this being difficult...

Commented [6]: Suggest deleting this section.

Commented [7]: This seems to infer the skywalk itself should be a space where people should want to spend time. I think it should be reworded or reconsidered as pedestrians encountering people loitering or lingering in skywalk can feel very unsafe.

Commented [8]: To Dana's point, this seems to say you should be able to drive & bike through a skywalk. I'm not sure this applies.

B. Public Amenities

Area of Influence: Public Realm

Design Objective: *Public Amenity* guidelines assist designers and developers in creating projects that enhance the public realm; including streetscapes and open spaces.

S.B-1 Respect Historic Features that Define Spokane

Renovations, restorations, and additions within Spokane should respect adjacent or nearby historic features. New skywalks in historic districts should strive to reflect the existing urban fabric and the predominate architectural features within the surrounding context.

S.B-2 Provide Elements that Define the Place

Incorporate special elements on the facades to create a distinct, attractive, and memorable 'sense of place' associated with the skywalk and connecting buildings.

S.B-3 Provide Context-sensitive Signage and Lighting

Design wayfinding signage appropriate for the scale and character of the skywalk and immediate neighborhood. All street-level wayfinding should be oriented to pedestrians in the immediate neighborhood and provide clear directions on how to access the skywalk. To promote a sense of security for people during nighttime hours, provide appropriate levels of lighting in the skywalk, on the underside and/or façades of the skywalk, and around any wayfinding signage.

S.B-4 Design for Personal Safety and Security

Promote a sense of security for people during nighttime hours. Design the skywalk to promote the feeling of personal safety and security in the immediate area. Implement appropriate Crime Prevention Through Environmental Design (CPTED) principals, with a heightened focus on increasing eyes-on-the-street to improve passive security.

S.B-5 Universal Design

As a skywalk is part of the Public Realm it should be barrier-free, ergonomic, and accessible by all people regardless of physical ability or level of impairment. Skywalks shall be safe and accessible and contribute to a better public realm for people of all ages, genders, and abilities, especially the most vulnerable - children, seniors, and people with disabilities.

Commented [9]: The bigger issue might be how the skywalk interfaces with the building.

Commented [10]: I would advocate for language that says skywalks should compliment historic structures and not compromise the historic design integrity where they connect to historic structures.

Commented [11]: Does this infer that each skylight should be different if they are each distinct and memorable?

Commented [12]: Shouldn't this be to reworded to increase "eyes on or in the skywalk"? I think that's where the bigger security concern would be.

C. Pedestrian Environment

Area of Influence: Public Realm

Design Objective: *Pedestrian Environment* guidelines assist designers and developers in creating skywalks that define the pedestrian environment. The intent of the guidelines is to promote a safe and healthy environment where the pedestrian is the priority. While there is a need for automobile, bicycle, and transit in Spokane, in all cases the most important consideration is the ease of pedestrian movement. Where intersections with other transportation modes occur, the pedestrian's comfort, safety and best interests must not be compromised. The pedestrian should be unimpeded and relatively comfortable in all seasons and hours of the day, in all areas of Spokane.

S.C-1 Design Façades at Many Scales

Design architectural features, fenestration patterns, and material compositions that refer to the human activities contained within. Skywalk façades should be composed of elements scaled to promote pedestrian comfort, safety, and orientation. A skywalk's façade should create and reinforce a 'human scale' not only at the street level, but also as viewed from farther away.

S C-2 Reinforce Pedestrian Access

Design the ground level skywalk entrances to promote pedestrian comfort, safety, and orientation.

S.C-3 Develop Pedestrian-oriented Spaces Along Street Frontages

Designs should create human-scale spaces in response to how people engage with their surroundings, by prioritizing active street frontages, clear paths of pedestrian travel, legible wayfinding, and enhanced connectivity. This strategy promotes healthy living, increases economic activity at the street level, enables social interaction, creates equitable and accessible public spaces, and improves public safety by putting eyes and feet on the street. Skywalks should not discourage street level activity.

S.C-4 Provide a High-quality Design for the Public Realm

Create a high-quality public realm that supports the culture of walking and non-motorized transportation. Design the skywalk so that pedestrian access is convenient, and the environment is comfortable, memorable, and attractive. Use materials at street level that create a sense of permanence and bring life and warmth to the Public Realm. As skywalks are part of this realm they must be integrated into the network of streets, alleys, trails, and public spaces to provide opportunities for civic, cultural, economic, and social activities.

Commented [13]: Does this mean there are no skywalks allowed at 60' above the ground? What if we had a progressive designer propose a building with a skywalk at the 30th floor? I'm not understanding typical references to human scale in reference to the skywalk.

Commented [14]: Skywalks aren't at street level.

Commented [15]: Skywalk not accessed from ground level..

Commented [16]: Same comment as above.

D. Architectural Expression

Area of Influence: Site, Building/Structure

Design Objective: *Architectural Expression* guidelines assist designers and developers in creating skywalks that relate to the neighborhood context and promote quality development that reinforces the individuality, spirit, and values of Spokane. The guidelines are intended to promote site and architectural design that is complementary to Spokane's heritage and character. The following objectives and guidelines for Spokane primarily address the exterior of skywalks and their relationship to its architectural surroundings.

S.D-1 **Create Transitions in Bulk and Scale**

Skywalks should be consistent with the character of Spokane as an urban setting and create a transition in height, bulk, and scale of development, from neighboring or nearby areas with less intensive development, and between buildings and the pedestrian realm.

S.D-2 **Design a Well-proportioned and Unified Skywalk**

Compose the massing and organize the publicly accessible interior and exterior spaces to create a well-proportioned skywalk that exhibits a coherent conformance with the original parti. Design the architectural elements and finish details to create a unified skywalk, so that all components appear integral to the whole.

S.D-3 **Design a Sustainable Skywalk**

Promote resilient development by choosing sustainable design and building practices whenever possible. Employ passive solar design in façade configurations, treatments, and materials - and where practicable incorporate active solar power systems. Employ techniques and technologies to improve the ecological performance of the skywalk.

S.D-4 **Enhance the Streetscape**

Skywalks should contribute to the liveliness of the streetscape. This may be done through a variety of means, enhanced treatment of the underside of the skywalk, unique lighting, innovative and sculptural architectural and structural features, and incorporation of public art.

Commented [17]: Does this really apply to skywalks? Feels like it was simply adapted from downtown design guidelines and should at least be fine-tuned for skywalks.

Commented [18]: It would be helpful to see some precedent imagery of skywalk that does this. I'm having a difficult time seeing this criteria applied to a skywalk.

Commented [19R18]: Lewis and Clark skywalk might be a good example of a sculptural skywalk.

E. Access and Screening

Area of Influence: Site, Building/Structure

Design Objective: *Access and Screening* guidelines assist designers and developers in creating skywalks that minimize adverse environmental impacts.

S.E-1 Maximize Pedestrian Access to the Skywalk

As a skywalk is intended to operate as part of a larger pedestrian multi-level network of pathways, the ease of access between levels of this network is paramount. Design the skywalk to integrate seamlessly with the overall pedestrian on, and adjacent to, the development.

S.E-2 Minimize Adverse Visual Impacts to Traffic Flow

Skywalks should not adversely affect the ability for pedestrians on sidewalks and drivers in the vehicle lanes from perceiving impediments to travel and crossing signals.

S.E-3 Minimize the Presence of Mechanical Equipment

Mechanical equipment should be screened from view in a manner consistent with the overall architectural Parti *of the skywalk's design. Minimize adverse smells, views, and physical contact by keeping such mechanical equipment away from the skywalk's public realm.*

Glossary of Terms

Action Approving Authority: Any City official that may initiate the design review process, accept final recommendations, or render final determinations regarding design review. Actions Approving Authorities at the City include the Hearing Examiner, the Planning Director, or the City Engineer. While not considered an action approving authority, the Plan Commission may request the Design Review Board's review and recommendations of any urban design portions of plans or codes under its consideration.

Area of Influence: As every building and site rests within a variety of contexts, each design guideline category is provided with the relative scale in which potentially influencing factors may be found or wherein they may be expressed. These are, from largest to most local: Region, City, Neighborhood, District, Public Realm, Site, and Building/Structure.

de minimis Change: Any change to a project's design after the conclusion of design review that would have a negligible effect on the final recommendations provided to the City's action approving authority.

Design Departure: While the design review process cannot waive compliance with a design standard, a design departure can grant the approval of an alternative means of complying with a standard. The alternative design must comply with the decision criteria for design departures listed in the Unified Development Code (Spokane Municipal Code 17G.030.040.A-F).

Design Guideline: A set of design parameters for developments which apply to projects that would trigger design review. These parameters may be unique to a design district, sub-district, overlay zone, or to specific project types. The guidelines, as design criteria, are adopted public statements of intent and are used to evaluate the acceptability of a project's design (Spokane Municipal Code 17A.020.040.L). Design guidelines help ensure that the design review process will result in advice and recommendations rendered which stay focused on the community's set of aesthetic expectations for the project's being reviewed.

Design Standard: A set of design parameters for developments which apply to all projects within a specific land use category. These parameters are written into every zoning category of the Unified Development Code and compliance is obligatory.

Parti: A good design has a central organizing thought or decision guiding the overall concept. This influencing precept can be depicted as a simple diagram and explanatory statement, typically referred to as a parti. As the design of a site, public realm, and building should have a comprehensive concept experienced through scale, proportion, enclosure, and compositional clarity this coordinating precept can be expressed in the parti's diagram and statement. A parti is often derived prior to the development of a project's plan, section, or elevation diagrams.

Public Realm: Those parts of the urban fabric that are held in common, either by physical occupation or visual association. This includes, but is not limited to plazas, squares, parks, vistas, streets, public frontages, private frontages, civic buildings, and certain commercial entities like the common areas of malls and hotels. There is an ethical and civic connotation to the term that transcends the mere physical, legal, or utilitarian. On a street, the public realm is the entire space formed by the adjacent buildings/structures and site improvements.

Substantial Change: Any change to a project's design after the conclusion of design review that may take a project out of compliance with the final recommendations provided to the City's action approving authority. A substantial change to a project's design would typically result in further design review, remanding the project back to either urban design staff or the full Design Review Board to determine if additional, or revised, recommendations are warranted.

Superior in Design Quality: A determination that an alternative means of complying with the intent of a design standard would result in a greater compliance with the set of applicable design guidelines than what would be potential achieved by complying with the requirements (R) or presumptions (P) written in the design standard's implementation section.

Urban Fabric: The physical aspect of urbanism. This term emphasizes building types, streets, open space, streetscapes, and frontages, while excluding without prejudice ecological, functional, economic, and sociocultural aspects.

Visitability: A design solution for residential uses that eliminates major accessibility barriers. Visitability design includes the following three elements: 1) at least one zero-step entrance on an accessible route leading from a driveway or street sidewalk, 2) all interior doors being wide enough to allow a wheelchair to pass through, and 3) a least one toilet (half bath) on the main floor. A distinct advantage of incorporating these elements in a residential unit is that it will allow an easier conversion of a portion of the main floor into a non-residential use.

Potential terms to be included in the Glossary

Crime Prevention Through Environmental Design (CPTED):
Administrative Design Review:
Board-level Design Review:
Owner:
Applicant:
Agent:
Subject Site:
Circulation Plan:
Lighting Plan:
Civic Use:
Plaza:
Screen:
Thoroughfare:
Street Tree:
Public Realm:
Style:
Architectural Harmony:
Architectural Proportion:
Massing:
Scale:
Vernacular:
Façade:
Soffit:
Cornice:
Eave:
Enfront:
Roof Slope:
Arcade:
Porch:
Stoop:
Fenestration:
Mullions:
Awning/Canopy/Marquee:
Public Art:
Advisory Action:
Recommendation:
Parapet:
Building Base/Middle/Top:
Green/Sustainable/Resilient:

Design Review Board – Meeting Minutes Draft

July 28, 2021
Online via WebEx
Meeting called to order at 5:34 PM by Kathy Lang

Attendance:

- *Board Members Present:* Kathy Lang (Chair & CA Liaison), Mark Brower (Vice-Chair), Grant Keller, Anne Hanenburg, Chuck Horgan (Arts Commission Liaison)
- *Board Members Not Present:* Drew Kleman, Ted Teske, Chad Schmidt
- *Quorum Present:* Yes
- *Staff Members Present:* Dean Gunderson

Kathy Lang moved for the suspension of certain meeting rules due to the COVID-19 teleconference; Mark Brower seconded. Motion carried. (5/0)

Changes to Agenda:

- None

Workshops:

- **Board Discussion of Various Design Guidelines**
- Staff Report: Dean Gunderson
- Discussion ensued

Board Business:

- **Approval of June 23, 2021 Meeting Minutes**

Old Business:

- Dean advised revisions have been made to the last set of recommendations from the collaborative workshop subcommittee and that it is time for the subcommittee to bring a recommendation to the board. Subcommittee members in attendance tonight agreed to use the August 11th meeting time for this purpose.

New Business:

- It looks like Sacajawea Middle School will come back for their recommendation meeting the second meeting in August.

Chair Report –

- None

Secretary Report – Dean Gunderson

- None

Meeting Adjourned at 7:38 PM

Next Design Review Board Meeting scheduled for Wednesday, August 11, 2021