

## DESIGN MANUAL CHECKLIST

The following is a listing of general requirements stated in the City of Gig Harbor Design Manual (Chapter 17.99 GHMC). Please indicate the type of review you are requesting in the boxes to the left and submit with your application. The boxes on the right will be completed by the staff, but you may wish to make a copy of the checklist and mark all boxes for your own reference.

Admin. Review DRB Review

**17.99.100 Activity Center Standards (NONRESIDENTIAL AND MIXED USE)**

- A. Provide continuous pedestrian links between building, sites and common areas within activity center.
- B. Identify locations for common parking lots and/or garages.
- C. Unify public directional signs.
- D. Coordinate all outdoor lighting fixtures and right-of-way paving materials.
- E. Where practical, incorporate mixed use buildings, which accommodate residential units.

## FOR STAFF USE ONLY

Not Applicable Complies Not Compliant

**17.99.140 Parkway Standards for On-Site Development (ALL DEVELOPMENT)**

- A. Reflect mass, scale and height of adjacent structures.
- B. Avoid chain link fencing.
- C. Comply with parkway setbacks in Historic District.

**17.99.160 Enhancement Corridors Standards (ALL DEVELOPMENT)**

- A. Retain significant trees.
- B. Provide full screening or partial screening with glimpse-through areas.
- C. Maintain 30-foot setbacks from the rights-of-way and City of Tacoma Cushman transmission line properties that define Enhancement Corridors.
- D. Orient service and delivery areas away from Enhancement Corridors.
- E. Screen or enhance parking lots visible from the SR 16 Enhancement Corridor.
- F. Screen or enhance building design.

**17.99.180 Zone Transition Buffering Standards (ALL DEVELOPMENT)**

- Substantially separate and shield opposing zones located outside the height restriction area with a minimum 40-foot dense vegetative buffer.

**17.99.190 Zone Transition Development Standards (ALL DEVELOPMENT)**

- A. Limit building footprint to the average size of building footprints in the opposing zones\*\*.
- B. Limit building height to the average height of building in opposing zones\*\*.
- C. Avoid facing dissimilar structure along streets.
- D. Avoid the appearance of parking lots along residential streets.

**17.99.200 Alternative Zone Transition Standards (ALL DEVELOPMENT)**

- A. Separation of structures.
- B. Architectural modulation of building.

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		<b>FOR STAFF USE ONLY</b>			
Admin.	DRB		Not Applicable	Complies	Not Compliant
Review	Review	<b>17.99.200 Alternative Zone Transition Standards cont. (ALL DEVELOPMENT)</b>			
		<u>C. Rooflines.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<u>D. Location of service areas.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<u>E. Window and balcony orientation.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<u>F. Lighting.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<u>G. Vegetative buffering.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<u>H. Existing nonconformities.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<u>I. Entryway orientation.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<u>J. Location of parking and driveway entrances.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<u>K. Open space and common areas.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<u>L. Existing natural characteristics of the site.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<u>M. Siding materials and details.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<b>17.99.220 Prominent Parcel Standards (ALL DEVELOPMENT)</b>			
		<u>A. Incorporate significant trees and clusters of trees into the site design.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<u>B. Avoid site designs which emphasize pavement, canopies or mechanical equipment.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<u>C. Provide a stately appearance to structures.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<u>D. Keep structures in the foreground.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<u>E. Minimize visibility of parking lots and service areas.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<u>F. Use landscaping to "frame" buildings and to screen parking and appurtenances.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<u>G. Coordinate development at intersections abutting prominent parcels</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<b>17.99.230 Transit Stops Standards (ALL DEVELOPMENT)</b>			
		<u>A. Locate transit stops behind the sidewalk.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<u>B. Landscape transit stops or incorporate them into landscaped areas.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<u>C. Illuminate transit stops.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<b>17.99.240 Natural Site Conditions (ALL DEVELOPMENT)</b>			
		<u>A. Limit clearing of vacant parcels to no more than 50 percent of significant trees and retain vegetation in all required buffers and setbacks.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<u>B. Retain natural vegetation on under-developed portion of the sites with approved site plan.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<u>C. Maintain natural topography.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<u>D. Incorporate approximately 25 percent of significant trees into the project.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<u>E. Replace lost trees which were intended to be retained.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<u>F. Retain the natural symmetry of trees.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<u>G. Maintain health and fullness of natural vegetation and buffer areas.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## DESIGN MANUAL CHECKLIST

		<b>FOR STAFF USE ONLY</b>			
Admin. Review	DRB Review		Not Applicable	Complies	Not Compliant
		<b>17.99.260 Primary Walkway Standards (IBE) (NONRESIDENTIAL)</b>			
<input type="checkbox"/>	<input type="checkbox"/>	A. <u>Link nonresidential buildings to their fronting street with primary walkways.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	B. <u>Assure that primary walkway width is proportionate to the scale of the project.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	C. <u>Differentiate walkway surfaces.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	D. <u>Accent walkways with significant landscaping.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	E. <u>Accent primary walkways with lighting and seating.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	F. <u>Identify significant historic buildings, landscapes, places or events.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<b>17.99.270 Secondary Walkways Standards (IBE) (NONRESIDENTIAL AND MULTIFAMILY)</b>			
<input type="checkbox"/>	<input type="checkbox"/>	A. <u>Link each building with walkways.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	B. <u>Assure adequate walkway width.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	C. <u>Differentiate walkway surfaces.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	D. <u>Avoid walkways which cross parking stalls.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<b>17.99.280 Outdoor Common Area Standards (NONRESIDENTIAL)</b>			
<input type="checkbox"/>	<input type="checkbox"/>	A. <u>Provide common area of a size proportionate to development.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	B. <u>Choose type of common area best suited to development.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	C. <u>Locate common area in view corridors.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	D. <u>Provide direct access to common areas with pedestrian walkways.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	E. <u>Provide outdoor seating where people want to sit.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	F. <u>Take advantage of common area credits.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	G. <u>Consider allowed activities in common areas.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<b>17.99.290 Residential Setbacks (ALL RESIDENTIAL)</b>			
<input type="checkbox"/>	<input type="checkbox"/>	A. <u>Conform to single-family and duplex setback requirements.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	B. <u>Conform to multifamily setback requirements.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<b>17.99.300 Nonresidential Setbacks (NONRESIDENTIAL)</b>			
<input type="checkbox"/>	<input type="checkbox"/>	A. <u>Conform to setback requirements.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	B. <u>Locate structures near front setback line (IBE).</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<b>17.99.310 Historic District Nonresidential Setbacks (HISTORIC DISTRICT NONRESIDENTIAL)</b>			
<input type="checkbox"/>	<input type="checkbox"/>	A. <u>Conform to nonresidential setback requirements.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	B. <u>Consider side yard setbacks which best preserve views from adjacent parcels.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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		<b>17.99.320 Historic District Residential Setbacks (HISTORIC DISTRICT RESIDENTIAL)</b>			
<input type="checkbox"/>	<input type="checkbox"/>	A. <u>Conform to residential setback requirements.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	B. <u>Consider side yard setbacks which best preserve views from adjacent parcels.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	C. <u>Consider incentives to locate residential garage behind house.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<b>17.99.330 Parking Lot Standards (NONRESIDENTIAL)</b>			
<input type="checkbox"/>	<input type="checkbox"/>	A. <u>Limit the number of curb cuts.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	B. <u>Limit driveway widths to maximize landscaping at the streetface.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	C. <u>Conform to lighting standards in GHMC 17.99.350.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	D. <u>Incorporate pedestrian ways into parking lot.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	E. <u>Minimize parking in front of building's (IBE).</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	F. <u>Avoid parking in front of buildings entrance.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	G. <u>Minimize driveway encroachments into setback areas.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	H. <u>Avoid parking near street corners.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<b>17.99.340 Fences (ALL DEVELOPMENT)</b>			
<input type="checkbox"/>	<input type="checkbox"/>	A. <u>Choose fence materials carefully (IBE).</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	B. <u>Limit chain link to nonvisible areas.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	C. <u>Limit height of fences (IBE).</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<b>17.99.350 Outdoor Lighting Standards (ALL DEVELOPMENT)</b>			
<input type="checkbox"/>	<input type="checkbox"/>	A. <u>Keep light sources hidden from public view.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	B. <u>Use downward directional lighting.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	C. <u>Avoid lighting large areas with single source.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	D. <u>Avoid excessive light throw.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	E. <u>Choose approved outdoor light designs.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	F. <u>Avoid light fixture designs which have a utilitarian appearance.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	G. <u>Limit height of pole fixtures.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<b>17.99.360 Outdoor Furnishings (NONRESIDENTIAL)</b>			
<input type="checkbox"/>	<input type="checkbox"/>	A. <u>The use of commercial grade outdoor furniture designed for heavy public use is encouraged.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	B. <u>Choose canvas or mesh fabric umbrellas.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	C. <u>Choose market-type umbrellas in public rights-of-way.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<b>17.99.370 Site-Sensitive Building Design (ALL DEVELOPMENT)</b>			
<input type="checkbox"/>	<input type="checkbox"/>	A. <u>Respect natural topography.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Admin. Review	DRB Review		Not Applicable	Complies	Not Compliant
		<b>17.99.370 Site-Sensitive Building Design Cont. (ALL DEVELOPMENT)</b>			
<input type="checkbox"/>	<input type="checkbox"/>	<u>B. Incorporate building design elements into landscaping areas.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>C. Avoid cantilevered designs.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>D. Determine allowable building height from any point within buildable area.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<b>17.99.380 Mass &amp; Scale (NONRESIDENTIAL &amp; MULTIFAMILY)</b>			
<input type="checkbox"/>	<input type="checkbox"/>	<u>A. Avoid long, low wall planes (IBE).</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>B. Provide substantial shifts in walls and roof surfaces (IBE).</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>1. Horizontal shift</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>2. Vertical shift</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>C. Avoid a false-front look on building exterior.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>D. Provide visual terminus to tops of buildings.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>E. Avoid unusual or atypical roof forms on all structures.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<b>17.99.390 Hierarchy in Building Design (NONRESIDENTIAL)</b>			
<input type="checkbox"/>	<input type="checkbox"/>	<u>A. Design primary structures as a focal point (IBE).</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>1. Must be prominently visible to the public.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>2. Must have the appearance of at least two levels.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>3. May have limited increased height.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>4. Must provide a prominent entrance.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>B. Integrate outdoor leisure space into primary structure design (IBE).</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>C. Integrate primary structure design elements into secondary structures (IBE).</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<b>17.99.400 Prominent Facades (NONRESIDENTIAL &amp; MULTIFAMILY)</b>			
<input type="checkbox"/>	<input type="checkbox"/>	<u>A. Provide consistent architectural interest to all prominent facades.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>B. Apply all design criteria to prominent facades (IBE).</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<b>17.99.410 Windows &amp; Doors (NONRESIDENTIAL &amp; MULTIFAMILY)</b>			
<input type="checkbox"/>	<input type="checkbox"/>	<u>A. Maintain balance in the placement of windows.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>B. Conform to solid/void ratio requirements (IBE).</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>C. Mirrored glass is prohibited.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<b>17.99.420 Siding &amp; Trim (NONRESIDENTIAL &amp; MULTIFAMILY)</b>			
<input type="checkbox"/>	<input type="checkbox"/>	<u>A. Use siding materials that convey the same visual qualities as wood, brick, stone, stacked masonry or (in limited application) other unspecified materials (IBE).</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>B. Consider masonry façade option.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Admin. Review	DRB Review	<b>17.99.430 Roofing Materials (NONRESIDENTIAL &amp; MULTIFAMILY)</b>	Not Applicable	Complies	Not Compliant
<input type="checkbox"/>	<input type="checkbox"/>	A. Use <u>roofing materials which provide texture and shadow lines.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	B. Avoid <u>bright-colored or reflective roofing materials.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>17.99.440 Design Details (NONRESIDENTIAL &amp; MULTIFAMILY)</b>					
<input type="checkbox"/>	<input type="checkbox"/>	A. Avoid <u>architectural gimmicks.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	B. Maintain <u>consistency in awning design.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	C. Avoid <u>awnings which obscure or dominate the building design.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	D. Orient <u>service and delivery areas away from the streets (IBE).</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	E. Link <u>dissimilar buildings with common site amenities.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>17.99.450 Color (NONRESIDENTIAL &amp; MULTIFAMILY)</b>					
<input type="checkbox"/>	<input type="checkbox"/>	A. Keep <u>field colors subdued.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	B. Avoid <u>bold or bright trim colors.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	C. Limit <u>bright colors to finer architectural details.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	D. Avoid <u>painting factory colors of stone and brick.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>17.99.460 Lighting (NONRESIDENTIAL &amp; MULTIFAMILY)</b>					
<input type="checkbox"/>	<input type="checkbox"/>	A. Avoid <u>back-lit panels and awnings.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	B. Keep <u>light source hidden from public view.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	C. Avoid <u>bright lighting on outdoor surface of buildings (IBE).</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	D. Avoid <u>colored lighting on buildings.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	E. Avoid <u>light fixture designs which have a utilitarian appearance (IBE).</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	F. Use <u>downward-directional lighting.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>17.99.470 Parking Garages (NONRESIDENTIAL &amp; MULTIFAMILY)</b>					
<input type="checkbox"/>	<input type="checkbox"/>	A. Recess <u>vehicle entries in main façade.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	B. Screen <u>parking garage facades.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	C. Acquire <u>DRB recommendation/hearing examiner approval for all parking garages over one-story or which enclose 20 cars or more.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>17.99.480 Multifamily Housing Standards (MULTIFAMILY)</b>					
<input type="checkbox"/>	<input type="checkbox"/>	A. Design <u>units to fit slope conditions.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	B. Avoid <u>parking lots oriented to the street.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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		<b>FOR STAFF USE ONLY</b>		
Admin. Review	DRB Review			
		Not Applicable	Complies	Not Compliant
<input type="checkbox"/>	<input type="checkbox"/>	<b>17.99.480 Multifamily Housing Standards Cont. (MULTIFAMILY)</b>		
<input type="checkbox"/>	<input type="checkbox"/>	<u>C. Avoid dominant garages on multifamily or high-density housing.</u>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>D. Vary design on unit or groups of units.</u>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>E. Provide consistent architectural interest to all prominent facades.</u>	<input type="checkbox"/>	<input type="checkbox"/>
		<b>17.99.490 Single-Family and Duplex Housing Standards (SINGLE-FAMILY AND DUPLEX)</b>		
<input type="checkbox"/>	<input type="checkbox"/>	<u>A. De-emphasize garages.</u>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>B. Emphasize front entry.</u>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>C. Determine allowable building height from any point within setback area.</u>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>D. Avoid visually looming wall planes.</u>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>E. If applicable, conform to all parkways standards.</u>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>F. Conform to all building and outdoor lighting standards.</u>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>G. Conform to all fencing standards.</u>	<input type="checkbox"/>	<input type="checkbox"/>
		<b>17.99.510 Building Massing &amp; Height – Historic District (RESIDENTIAL)</b>		
<input type="checkbox"/>	<input type="checkbox"/>	<u>A. Incorporate characteristic roof lines and massing into residential structures.</u>	<input type="checkbox"/>	<input type="checkbox"/>
		<b>17.99.510 Building Massing &amp; Height – Historic District (NONRESIDENTIAL)</b>		
<input type="checkbox"/>	<input type="checkbox"/>	<u>B. Conform to height standards for nonresidential structures.</u>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>C. Avoid unusual or atypical roof forms on all structures.</u>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>D. Respect scale of adjacent structure.</u>	<input type="checkbox"/>	<input type="checkbox"/>
		<b>17.99.520 Garage &amp; Front Entry – Historic District (RESIDENTIAL)</b>		
<input type="checkbox"/>	<input type="checkbox"/>	<u>A. De-emphasize residential garages.</u>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>B. Emphasize front entry.</u>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>C. Respect scale of adjacent structure.</u>	<input type="checkbox"/>	<input type="checkbox"/>
		<b>17.99.530 Window Design – Historic District (ALL DEVELOPMENT)</b>		
<input type="checkbox"/>	<input type="checkbox"/>	<u>A. Maintain balance in the placement of windows.</u>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>B. Conform to solid/void ratio requirements.</u>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>C. Use window muntins representative of Gig Harbor's historic structures.</u>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>D. Use double-hung, casement, or fixed windows.</u>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>E. Develop and maintain vertical window pattern.</u>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>F. Group vertical windows for wider openings.</u>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>G. Consider storefront transom windows.</u>	<input type="checkbox"/>	<input type="checkbox"/>

## DESIGN MANUAL CHECKLIST

		<b>FOR STAFF USE ONLY</b>			
Admin. Review	DRB Review		Not Applicable	Complies	Not Compliant
		<b>17.99.530 Window Design – Historic District Cont. (ALL DEVELOPMENT)</b>			
<input type="checkbox"/>	<input type="checkbox"/>	<u>H. Orient retail windows to the street.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>I. Use irregular-shaped windows sparingly.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>J. Use windows with traditional frame depth and shadow lines.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>K. Wrap windows in a traditional manner.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>L. Consider width of window when selecting shutters.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>M. Reflective glass is prohibited</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<b>17.99.540 Siding &amp; Trim – Historic District (ALL DEVELOPMENT)</b>			
<input type="checkbox"/>	<input type="checkbox"/>	<u>A. Use siding materials that convey the same visual qualities as wood, brick, stone, stacked masonry or (in limited application) other specified materials.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<b>17.99.545 Railings– Historic District (ALL DEVELOPMENT)</b>			
<input type="checkbox"/>	<input type="checkbox"/>	<u>A. Use historically appropriate railing design for all structures either listed or eligible for listing on the City's Register of Historic Places.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>B. Use architecturally appropriate quality design for those structures that are either not listed or not eligible for listing on the City's Register of Historic Places.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<b>17.99.550 Awning Design – Historic District (NONRESIDENTIAL &amp; MULTIFAMILY)</b>			
<input type="checkbox"/>	<input type="checkbox"/>	<u>A. Align bottom edge of awnings.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>B. Choose awning design appropriate to building style.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<b>17.99.560 Roofing Materials – Historic District (RESIDENTIAL)</b>			
<input type="checkbox"/>	<input type="checkbox"/>	<u>A. Use roof materials which provide texture and shadow lines.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>B. Avoid bright-colored or reflective roofing materials.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<b>17.99.570 Colors – Historic District (ALL DEVELOPMENT)</b>			
<input type="checkbox"/>	<input type="checkbox"/>	<u>A. Keep field colors subdued.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>B. Avoid bold or bright trim colors.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>C. Limit bright colors to finer architectural details.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>D. Avoid painting factory colors of stone and brick.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<b>17.99.580 Preservation of Historic Structures (ALL DEVELOPMENT)</b>			
<input type="checkbox"/>	<input type="checkbox"/>	<u>A. Consider design review board review of historic structure remodels.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>B. Preserve integrity of original structure's form.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>C. Maintain original window pattern and design.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>D. Maintain prominent and characteristic design features of original building.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<u>E. Continue original building's siding and trim materials onto remodels and additions.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>