



## Design Review

**City of Puyallup**  
Development Services  
333 S. Meridian  
Puyallup, WA 98371  
Phone: 253-864-4165  
www.cityofpuyallup.org

Use this form to apply for design review for new buildings or remodels. Use the following check list to determine the applicable design review standards based on the project type and zoning designation of the project site.

When preparing this application, please print or type the reply to each question. If you have any questions, please contact the Development Services Center at (253) 864-4165. The following plans, specifications and other documents pertaining to the application shall be submitted at the time of filing. Please note that incomplete application packets may cause a delay in reviewing your application.

### Submittal Checklist:

- 1 electronic copy of entire submittal package
- 8 hard copies of completed application form
- 1 hard copy of elevation drawings of project
- 1 hard copy of project landscape Plan
- 1 hard copy of vicinity map
- 1 hard copy of project site plan
- 1 hard copy of written narrative from project architect

**Application Fee:**                      **\$0**

Rev: 4/2020

## APPLICATION INFORMATION

### Site Information

Parcel Number

Street Address

### Applicant Information

Name

Street Address

City

State

Zip

Phone

E-mail

### Owner Information

Name

Street Address

City

State

Zip

Phone

E-mail

### Nature of Request (please be specific)

## SITE AND DESIGN INFORMATION

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Zoning Designation:	Building Square Footage:	Year of Original Construction:
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## DESIGN REVIEW SUBMITTAL REQUIREMENTS

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The following items must be included in submittal of this application.

Completed application form, signed and dated. Please print or type your reply to each question. Do not leave any questions unanswered, doing so will make your application incomplete.

A vicinity map no larger than 8 ½" X 11", indicating all structures on the property and within 200 feet in each direction of the subject property. A copy of any Puyallup map clearly marking your property will be sufficient.

8 ½" X 11" site plan, dimensioned, drawn to scale and including the following items:

- The boundaries of the property
- Dimensions of property and square footage of property
- Location of existing and proposed structures indicating setback distances from property lines and square footage of each structure
- Parking area
- North Arrow

Elevation drawings detailing design elements:

- Dimensioning at 1/8 inches equals 1 foot or a comparable scale
- The type of exterior materials and color (where applicable)
- Exterior finishes for buildings and accessory structures
- Elevation detailing of entrances and windows
- Elevation details of exterior lighting also including the type, style and model of exterior lighting fixtures (where applicable)
- Detailing of roof design, to include information regarding pitch and length
- Other information as needed

A landscape plan detailing:

- The existing vegetation to be retained and the proposed vegetation to be installed.

A written narrative from the project architect outlining in point-by-point detail compliance with all applicable design standards that apply to the project scope (see supplemental forms).

# DESIGN REVIEW SELECTION

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Only one design review applies to each project. Select which of the design reviews apply to your project below. If your project falls under the 'All Other Zones' design review, please also select which project type your project falls under (your project may include more than one project type). For each design review selected, fill out and include the appropriate supplemental design review form (A, B, C, D, E, F, and/or G). Visit <http://cityofpuyallup.org/1520/Interactive-Web-Maps> to discover the zoning of your property.

## Mixed Use Design

**Overlay: Mixed Use Design Review Overlay**

**(MX-DRO)**

PMC 20.52.025

Attach Supplemental **Form A**

## Downtown Design

**Zones: CBD, CBD-Core, or RM-Core**

Downtown Design Guidelines

Attach Supplemental **Form B**

## All Other Zones Design

### Project Type

### Duplex and Triplex

PMC 20.26.100

Attach Supplemental **Form C**

### Multifamily

PMC 20.26.200

Attach Supplemental **Form D**

### Nonresidential

PMC 20.26.300

Attach Supplemental **Form E**

### Industrial

PMC 20.26.400

Attach Supplemental **Form F**

### Zone Transition

PMC 20.26.500

Attach Supplemental **Form G**

# CERTIFICATION

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Contractor's affidavit: I hereby make application for a sign permit and certify that our business is registered as a contractor with the state of Washington and that all work shall be performed in accordance with all codes and ordinances of the city of Puyallup.

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not.

By leaving the contractor information section blank, I hereby certify further that contractors (general or subcontractors) will not be hired to perform any work in association with this permit. I also certify that if I do choose to hire a contractor (general or subcontractor) I will only hire those contractors that are licensed by the state of Washington.

Signature of Property Owner: \_\_\_\_\_ Date \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_



# DUPLEX AND TRIPLEX SUPPLEMENTAL FORM C DESIGN REVIEW APPLICATION

## Design Review Application

*For all regulations and conditions please see Chapter 20.26.100 of the Puyallup Municipal Code*

### CRITERIA

The following criteria must be met in order for the Development Services to approve a design review of the new building or remodel. **Please describe FULLY how your proposal is consistent with each of these criteria.** "Yes" or "No" answers are not acceptable.

1. **Facade Modulation:** duplex and triplex front facade modulation must have at least two of the following architectural design features. Out of the listed options indicate what features your development includes.

Modulating building facade characterized by facade intervals no wider than 24 feet with at least a two-foot offset between each interval.

Angled facets, including bay windows, covered entrances, and other similar features projecting out from the front facade at least three feet.

Between stories of a building, a change in materials or colors separated by continuous horizontal trim bands, or a recess or projection of at least two feet (credit for this option applies only toward multistory buildings).

Between modulated facade intervals defined in subsection (1)(a) of this section, a change in materials, siding types, and color scheme, or a grouping of trees located within the niche or recess between projecting facade intervals or, in lieu of a required modulating interval, a stand of trees with a canopy of 1,000 square feet (as measured frontal view rather than top view) upon mature height located no farther than 20 feet from that portion of the facade where modulation is otherwise required. Groupings of trees may consist of existing vegetation with new trees added to enhance the planting

Garage doors and front entry doors facing different directions than the doors of the abutting unit(s) in such a manner as to avoid a book-matched or mirror-image design in the facade and so that, in elevation view, the structure's overall door and window fenestration resembles a single-family house.

Describe how the front facade modulation architectural design features you selected are represented in your development.

2. **Treatment of Entrances:** Multiple entrances to separate units which are visible to the street shall include at least two of the following entrance features.

Porches protected by a roof overhang or canopy.

Wall material within the entryway that is different and distinct from the material of the front façade.

Differentiation among front entry designs by such means as variation in porch roof designs, column and balustrade designs, courtyard designs (e.g., courtyard walls, gates, paving and landscaping), door designs and (in conjunction with other variation techniques) door colors.

Front entry door facing a different direction than the door of the abutting unit(s).

Describe how the treatment of entrances architectural design features you selected are represented in your development.

3. **Setbacks:** Average setbacks of duplex and triplex structures in RS Zones shall be either the average of the front yards of the single-family structure on either side, or **not less than minimum front yard setback** established in PMC 20.20.020(5), whichever is less. In the case where one of the adjacent lots is vacant, or in the case of a corner lot, averaging shall be accomplished by averaging the minimum setback requirement, with the adjacent structure(s) within 100 feet on either side. Please describe how this architectural design feature is represented in your development.

4. **Roof Pitches:** All duplexes and triplexes shall have a roof pitch **no less steep than 4:12 for coverage of no less than 65 percent of the structure**. Please describe how this architectural design feature is represented in your development.

5. **Roof Lengths:** For all duplexes and triplexes exceeding one story in height, no ridgeline shall be greater than 24 feet in length without a five-foot vertical or sloped offset that creates a new ridgeline that is at least 10 feet in length. Please describe how this architectural design feature is represented in your development.

6. **Front Forward Garages:** Structures with garages placed forward of the living portion of the dwellings shall contain window openings on the front facade, not including openings into the garage, equal to no less than one-half (50 percent) of the surface area of the garage doors. Please describe how this architectural design feature is represented in your development.

7. **Orientation:** Duplex and Triplex façade or side orientated towards a traditional street system or public right-of-way are required to contain proportionally at least as many windows, trim, siding and other building details as on the front elevation. Please describe how this architectural design feature is represented in your development.