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CITY
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DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT
420 College Street S.E., Lacey, WA 98503 (360) 491-5642

OFFICIAL USE ONLY
Date: _____
Case #: _____
Received By: _____
Planner: _____
Related Cases: _____

WOODLAND DISTRICT SUPPLEMENTAL

(This form to be accompanied by the General Land Use Application Form)

Project Name:
Address of Project:
Project Description:
Form-Based Code Development Standards (answer all that apply):
1. The project is located in (circle one): Master Plan Area Woodland Square Sub-District Pacific Avenue Sub-District
2. The project abuts a (circle all that apply): Primary Street Secondary Street Other (i.e. two primary streets)
3. If the development abuts more than one primary street which is the higher order street? _____
4. Block length (proposed): _____ Block perimeter (proposed): _____
5. What building and/or landscape frontage type is proposed along each street (LMC 16.24.050-2)? _____
6. Total gross square footage of proposed building(s) and/or additions: _____
7. Are any buildings smaller than 7,500 square feet in footprint? _____
8. Current assessed value (building only): _____
9. Total dollar value of proposed improvements: _____
10. What is the percentage of proposed improvement to assessed value (divide question 9 by question 8)? _____ %
To apply for Form-Based Code approval, the following shall be submitted:
<input type="checkbox"/> 15 copies of the General Land Use Application
<input type="checkbox"/> 15 copies of the Woodland District Supplemental Application
<input type="checkbox"/> Woodland District Form-Based Code Submittal (see checklist on pages 2 and 3)
<input type="checkbox"/> Connectivity or Detailed Master Plan (if required)
<input type="checkbox"/> Environmental Checklist (SEPA) (if required)
<input type="checkbox"/> Thumbdrive containing .pdf copies of all submittal materials, including applications
<input type="checkbox"/> All other items requested at the presubmission conference
<input type="checkbox"/> All application fees

Woodland District Form-Based Code Checklist

The form-based code submittal shall contain the following items:

1. **Application narrative. Four copies required.**
 - a. Project site address;
 - b. Project description;
 - c. List of requested adjustments, if any;
 - d. List of submittals provided;
 - e. For all multifamily projects or mixed-use projects with multifamily development, provide a description of compliance with crime prevention through environmental design (CPTED) techniques;
2. **Plans. Four copies of the set of plans are required. The license stamps of the architect and landscape architect shall be on each appropriate plan page.**
 - Vicinity Plan. A vicinity plan is required containing the following information (1 inch equals 500' or larger):**
 - a. Site boundaries
 - b. Site address;
 - c. Woodland District Neighborhood designation;
 - d. Plan showing project location within the Woodland District;
 - e. Names of adjacent streets with Street and Through Connection designation (Refer to Figure 16.24.050-1 Regulating Plan, Street Types); and
 - f. Names and descriptions of frontage types required and proposed.
 - Site Plan. A site plan is required containing the following information (1 inch equals 20' or larger):**
 - a. Site address;
 - b. Woodland District Neighborhood designation;
 - c. Names of adjacent streets;
 - d. Location of adjacent buildings on abutting properties;
 - e. Site dimensions;
 - f. Existing grade and finished grade (maximum two-foot contours);
 - g. Location and dimensions of existing and proposed site circulation for automobiles and pedestrians. Indicate location of site ingress and egress and patterns of on-site automobile circulation with directional arrows. Clearly identify any requested adjustments to development standards (Refer to LMC 16.24.050 Streets, Through Connections and Connection Spacing);
 - h. Location and dimensions of existing and proposed structure(s), accessory structures with appropriate setbacks;
 - i. Location of trees as determined by the Lacey tree protection professional;
 - j. Location, dimensions, and nature of any proposed easements or dedications; and
 - k. Location, dimensions, and description of common open space and recreation areas (Refer to LMC 16.24.040 General Standards Required for All Development).
 - Landscaping Plan. The landscaping plan shall contain the following information (1 inch equals 20' or larger):**
 - a. Survey of existing trees; trees to be retained; and trees to be removed;
 - b. Existing plant material to be retained;
 - c. Proposed plant material to be placed on site. The type, size, number and spacing on plantings must be illustrated (Refer to LMC 16.24.040 General Standards Required for All Development);
 - d. Surface parking location and design (Refer to LMC 16.72);
 - e. Bicycle parking location and design (Refer to LMC 16.72);
 - f. Loading and Service Areas location and design (Refer to LMC 16.80);
 - g. Screening and Buffering: general; perimeter fencing and walls; parking structures; and surface parking lots. (Refer to LMC 16.80).
 - Building Form and Massing. Submit complete elevations (1/8 inch equals 1' or larger) of all proposed construction and related elevations of existing structures (if any) within 25 feet of the site. Elevations shall include the following information:**
 - a. Dimensioned elevations of building showing:
 - i. Required building setbacks (if any) (Refer to LMC 16.24.060, Building Form, Site Design and Massing);
 - ii. Required ground floor height (Refer to LMC 16.24.060, Building Form, Site Design and Massing);

- iii. Required weather protection (Refer to LMC 16.24.060, Building Form, Site Design and Massing);
- iv. Required ground floor transparency (Refer to LMC 16.24.060, Building Form, Site Design and Massing);
- v. Required weather protection for required building entrance(s) (Refer to LMC 16.24.060, Building Form, Site Design and Massing);
- vi. Pedestrian protection – sidewalk (Refer to LMC 16.24.060, Building Form, Site Design and Massing);
- vii. Minimum, maximum, and proposed podium height (Refer to LMC 16.24.060, Building Form, Site Design and Massing); and
- viii. Maximum building height and required building setbacks (if any) (Refer to LMC 16.24.060, Building Form, Site Design and Massing).

- b. Elevations should show the type and color of exterior materials;
- c. Location and elevations of exterior lighting for site and buildings; and
- d. Perspective drawings, photographs, color renderings or other graphics which accurately represent the proposed project.

Sections. Submit a minimum of two site and building cross section profiles (1/8 inch equals 1' or larger) with the following information:

- a. Scale;
- b. Building(s) details;
- c. Landscaping against the building when installed;
- d. Lighting fixtures and standards; and
- e. Signs.

Roof plan. The roof plan shall contain the following information (1 inch equals 20' or larger):

- a. Extent of the project site and location of new and existing buildings;
- b. Extent and location of new roof(s);
- c. Extent and location of building tower(s) (if any);
- d. Dimensions and area of floor plate for proposed building tower(s). If more than one tower, show clear dimensions between towers (Refer to LMC 16.24.060, Building Form, Site Design and Massing).