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CITY  
OF **LACEY**

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT  
420 Golf Club Road 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:** Studio 39 Apartment Building

**Address of Project:**

420 Golf Club Road SE, Lacey WA 98503

**Project Description:**

Change of Use from B Occupancy to R-2 Occupancy to include a remodel and addition to create 43 studio type units.

### Form-Based Code Development Standards (answer all that apply):

- The project is located in (circle one): Master Plan Area Woodland Square Sub-District Pacific Avenue Sub-District
- The project abuts a (circle all that apply): Primary Street Secondary Street Other (i.e. two primary streets)
- If the development abuts more than one primary street which is the higher order street? N/A
- Block length (proposed): Existing Block perimeter (proposed): Existing
- What building and/or landscape frontage type is proposed along each street (LMC 16.24.050-2)?  
Forecourt
- Total gross square footage of proposed building(s) and/or additions: 17,706
- Are any buildings smaller than 7,500 square feet in footprint? NO
- Current assessed value (building only): \$1,095,300
- Total dollar value of proposed improvements: \$3,000,000.
- What is the percentage of proposed improvement to assessed value (divide question 9 by question 8)? 2.74%

### To apply for Form-Based Code approval, the following shall be submitted:

- 15 copies of the General Land Use Application
- 15 copies of the Woodland District Supplemental Application
- Woodland District Form-Based Code Submittal (see checklist on pages 2 and 3)
- Connectivity or Detailed Master Plan (if required)
- Environmental Checklist (SEPA) (if required)
- Thumbdrive containing .pdf copies of all submittal materials, including applications
- All other items requested at the presubmission conference
- 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).