



**ORDINANCE NO. 2018-14**

**AN ORDINANCE OF THE TOWN OF EATONVILLE,  
WASHINGTON, AMENDING REGULATIONS CONCERNING  
PLANNING COMMISSION DEPARTURES AND DESIGN  
STANDARDS FOR DETACHED SINGLE-FAMILY USES**

**WHEREAS**, the Town Planning Commission has reviewed Eatonville Municipal Code Title 19 concerning design standards and guidelines; and

**WHEREAS**, the Planning Commission has recommended amendments to Chapters 19.01 and 19.04 related to planning commission departures and design standards for detached single-family uses; and

**WHEREAS**, prior to making recommendations the Town's Planning Commission held multiple public meetings for the development of code amendments related to Chapters 19.01 EMC and 19.04 EMC respectively; and

**WHEREAS**, the Town Council finds that the adoption of the code amendments recommended by the Planning Commission will further the public health, safety, and general welfare of the citizens of Eatonville; now, therefore,

**BE IT ORDAINED BY THE COUNCIL OF THE TOWN OF EATONVILLE AS FOLLOWS:**

**Section 1.** The Town Council adopts all of the "Whereas" sections of this Ordinance as findings in support of this Ordinance.

**Section 2.** Eatonville Municipal Code Sections 19.01.010 is hereby amended to read as set forth in the attached **Exhibit A**, which is incorporated herein as if fully set forth.

**Section 3.** Eatonville Municipal Code Sections 19.04.010, and 19.04.020 are hereby amended to read as set forth in the attached **Exhibit B**, which is incorporated herein as if fully set forth.

**Section 4.** Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be preempted by state or federal law or regulation, such decision or preemption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

**Section 5.** This ordinance shall take effect after publication of a summary, consisting of the title, pursuant to RCW 35.27.300.

1ST READING: 11/13/2018  
2ND READING: \_\_\_\_/\_\_\_\_/2018

PASSED by the Town Council of the Town of Eatonville and attested by the Clerk in authentication of such passage this \_\_\_\_ day of November, 2018.

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Mike Schaub, Mayor

ATTEST:

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Kathy Linnemeyer  
Town Clerk

APPROVED AS TO FORM:

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Gregory A. Jacoby  
Town Attorney

# EXHIBIT A

## **19.01.090 Planning commission departures.**

An applicant may request a departure to the design standards and guidelines, as allowed in this title. The request must be submitted as part of the completed design application. The departure shall be processed as follows:

A. After the planning director issues a notice of application and determines whether the application is complete (see EMC 18.09A.060), the planning director shall determine whether or not the request for a departure is appropriate. If the request is appropriate, he/she shall schedule a date for meeting on the application. This date shall be the earliest available planning commission meeting after the notice of application has been published.

B. The planning director shall issue his/her recommendation on the portion of the application that does not involve a departure, under the procedures set forth in EMC 19.01.080. The director's recommendation must issue at least five days prior to the planning commission's meeting on the departure and be included in the staff report.

C. The planning commission shall hold a public meeting on the departure and the planning director's recommendation.

1. If the design application is stand-alone (does not relate to an underlying permit application), the planning commission shall issue the final written decision on the application so that the final decision is issued within 120 days from the issuance of the notice of complete application. The planning commission may only amend or alter the planning director's decision if it would be inconsistent with the commission's decision on the departure. An appeal of the design decision may be filed with the town council.

2. If the design application is not stand-alone, the planning commission shall issue its decision at least five days prior to the open record public hearing on the underlying permit application. An appeal may be filed with the town council.

D. Criteria for Departure Approval. The planning commission may approve a design application with a departure, only if all of the following are satisfied:

1. The applicant must demonstrate that the criteria for approval as identified in this title as applicable to the specific departure are satisfied.

2. The departure proposed by the applicant represents an equivalent or superior design solution to what would otherwise be achieved by rigidly applying the design standards and guidelines.

3. Where an application does not relate to a preliminary plat, the planning commission shall typically not consider any deviation from any dimensional or numeric standards stated within the text of the design standards and guidelines, or zoning standards in EMC Title 18, unless an allowance for deviation to a dimensional or numeric standard is identified within the text of the code.

Approval to vary from these standards must otherwise be obtained through the variance process in EMC 18.09.040.

E. Planning Commission Meeting. The planning commission shall hold a public meeting on the



design application as follows:

1. Notice.
  - a. Not less than 14 days prior to the meeting date, the planning director shall cause notice of the public meeting to be sent to property owners within 300 feet of the subject property and to others who have submitted comments and/or requested notice.
  - b. Notice of the public meeting shall be posted on the subject property not less than seven days prior to the meeting date.
  - c. Notice of the public meeting shall be published in the town's official newspaper not less than seven days prior to the meeting date.
  - d. The notice shall include the date of the meeting, the subject of the meeting, the property address, a map showing the location of the property, the applicant, a brief description of the application submitted to the town, and a statement informing the public that they may attend the meeting to provide input.
2. Applicant's Presentation. The applicant shall have an opportunity to make a presentation at the public meeting.
3. The staff shall have an opportunity to make a presentation at the public meeting.
4. The public shall be allowed to comment and provide input at the public meeting.
5. The planning commission shall deliberate on the application and presentations and comments, and shall make findings and conclusions on the application.
6. After the meeting, the staff shall draft the commission's findings and conclusions on the application, and present the same to the commission at their next regularly scheduled meeting for approval.
7. For all applications involving an underlying development permit, the commission's decision shall be presented to the hearing body on the underlying development permit with the staff report. The hearing body on the underlying development permit may make minor adjustments to the planning director's decision or the planning commission's decision if all of the following criteria are satisfied:
  - a. The minor adjustment does not substantially modify the decision of the planning director or planning commission;
  - b. The minor adjustment does not substantially modify the approved architecture, site layout, natural vegetation retention areas and grading; and
  - c. The minor adjustment represents a superior or equivalent design solution to what would otherwise be achieved by rigidly applying specific requirements; and
  - d. The minor adjustment meets the intent of the design standards and guidelines.

Notice of the decision on the minor adjustment shall be sent to all parties of record for the design decision and the decision on the underlying permit application.

# **EXHIBIT B**

## **19.04.010 Purpose and applicability.**

### A. Purpose.

1. To ensure that developments are compact, pedestrian friendly, and contribute to the character of the town and surrounding neighborhood.
2. To create variety and interest in residential streets.
3. To integrate open space and natural features into developments.
4. To minimize impacts to the natural environment.

B. Applicability. The standards in this chapter shall apply to detached single-family uses, accessory dwelling units, and duplexes in any zone they are built within.

C. Requests for Exceptions within Chapter 19.04 shall not exceed three (3).

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## **19.04.020 Detached single-family uses.**

### A. Garage Placement and Design.

1. Where lots front on a public street and where vehicular access is from the street, garages or carports shall be set back at least five feet behind the front wall of the house or front edge of an unenclosed porch. On corner lots, this standard shall only apply to the designated front yard. Lots within a designated low impact subdivision (see EMC 19.06.030) are exempt from this standard.

#### Exceptions:

a. Garages may project up to six feet closer to the street than the front wall of the house or front edge of an unenclosed porch provided it is set back at least 20 feet from the street and incorporates at least two of the design/detail features below. Garages placed flush with the front wall of the house shall incorporate at least one of the design/detail features below:

- i. A decorative *trellis* over the entire garage.
  - ii. A *balcony* that extends out over the garage and includes columns.
  - iii. Two separate doors for two car garages instead of one large door.
  - iv. Decorative windows on the garage door.
  - v. Decorative details on the garage door. Standard squares on a garage door will not qualify as a decorative detail.
  - vi. A garage door color (other than white) that matches or complements the color of the house.
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vii. Other design techniques that effectively deemphasize the garage, as determined by the planning director.

b. Garages may be placed closer to the street than the front wall of the house or front edge of an unenclosed porch provided it faces towards the side yard and features a window facing the street so that it appears to be habitable.

2. The garage face shall occupy no more than 50 percent of the ground-level facade facing the street.

3. Where lots abut an alley, the garage or off-street parking area shall take access from the alley, unless precluded by steep topography.

4. Exceptions:

a. Garages proposed on a lot greater than ½ acre in size; or,

b. Garages proposed on a lot that is less than ½ acre in size and is more than 150 feet from another lot with a garage that does not comply with the Garage Placement and Design standards herein; or,

c. Garages proposed on lots determined by the Director to have a unique configuration, attribute or overall project design element that warrants consideration of an exception. It shall be the applicant's responsibility to successfully demonstrate:

i. The unique and individual circumstances that justify an exception; and,

ii. If granted, how the resulting development will meet the intent of the design standards and be compatible with the existing and/or future development of the neighborhood.

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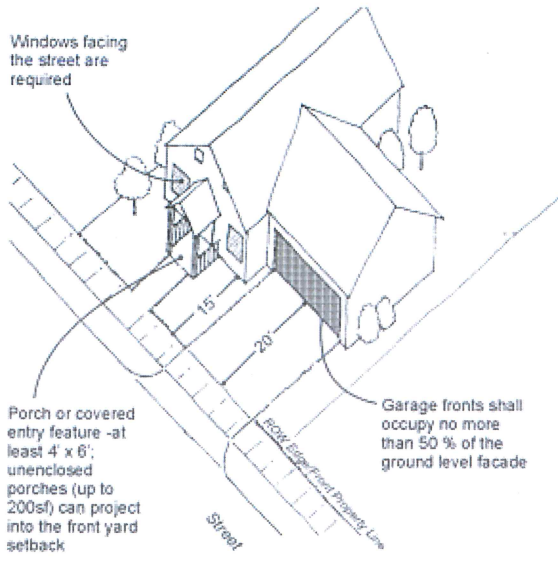


Figure 1. Garage placement/frontage standards and design example.



Figure 2. Examples of garage design/detail examples.

B. Vehicular Access and Driveway Standards. All lots with alleys shall take vehicular access from the alley. Standards for all other lots without alleys:

1. No more than one driveway per dwelling unit.
2. Driveways for individual lots 50 feet or wider may be up to 20 feet in width.
3. Driveways for individual lots less than 50 feet wide may be up to 12 feet in width. Tandem parking configurations may be used to accommodate two-car garages.

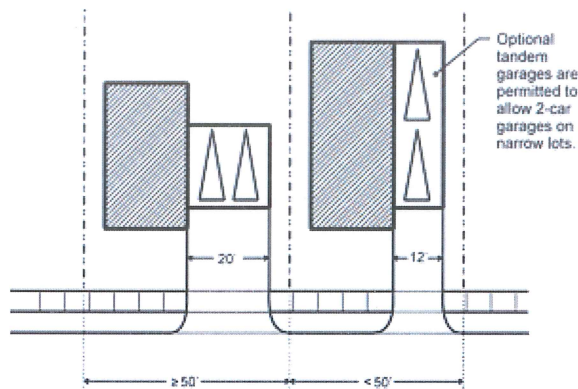


Figure 3. Driveway standards.

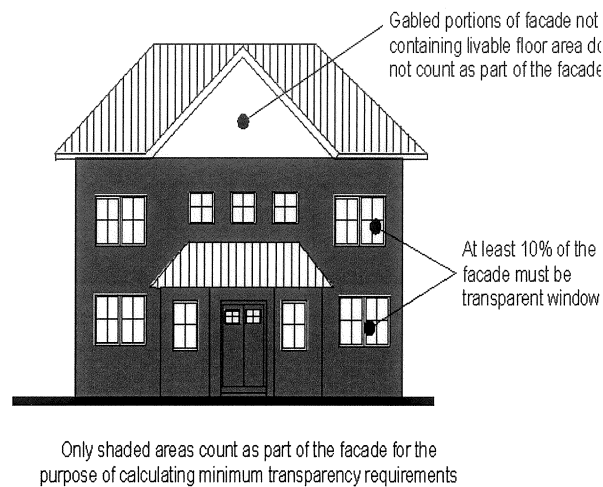
4. Exceptions:

- a. Vehicular access and driveways proposed on lots that are greater than ½ acre in size and are not less than 100 feet in width along the Lot Frontage, may have a driveway width of up to 24 feet; or,
- b. A lot determined by the Director to have a unique configuration or attribute that warrants consideration of an exception, may request an exception to the Vehicular Access and Driveway Standards. It shall be the applicant's responsibility to successfully demonstrate:
  - i) The unique and individual circumstances that justify an exception; and,
  - ii) If granted, how the resulting development will meet the intent of the design standards and be compatible with the existing and/or future development of the neighborhood.

C. Building Design.

1. Covered Entry. All houses shall provide a covered entry with a minimum dimension of four feet by six feet. Porches up to 200 square feet may project into the required front yard by up to six feet. See Figure 1 for an example.
2. Windows and Transparency.

a. Transparent windows and/or doors facing the street are required. To meet this requirement, at least 10 percent of the facade must be transparent. The facade is measured from the base of the house to the start of the roofline and any other vertical walls facing the street, except for gabled portions of the facade not containing livable floor area (see Figure 4 for clarification). Garages facing the street shall count as part of the facade.



*Figure 4. Facade transparency.*

b. Building facades visible from a public street shall employ techniques to recess or project individual windows above the ground floor at least two inches from the facade or incorporate window trim at least four inches in width that features color that contrasts with the base building color. Exceptions will be considered where buildings employ other distinctive window or facade treatment that adds depth and visual interest to the building.



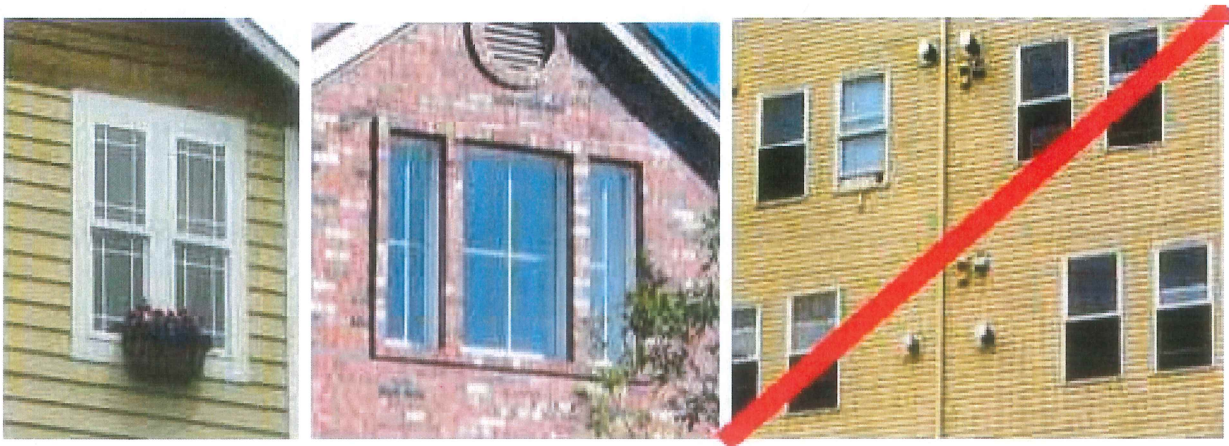
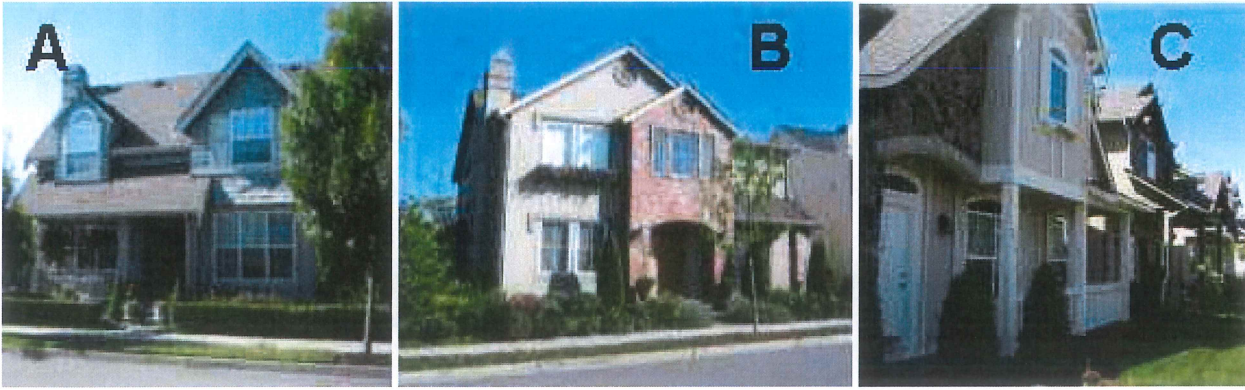


Figure 5. Acceptable (left and middle) and unacceptable (right) window design.

3. Architectural Details. Provide for architectural details that add visual interest to the neighborhood and are well proportioned to achieve good human scale. Specifically, incorporate at least three of the following detail elements into the facade of the house:

- a. Decorative porch design, including decorative columns or railings.
- b. *Bay windows* or balconies.
- c. Decorative molding/framing details around all ground floor windows and doors.
- d. Decorative door design including transom and/or side lights or other distinctive feature.
- e. Decorative roofline elements including brackets, multiple dormers, and chimneys.
- f. Decorative building materials, including decorative masonry, shingle, brick, tile, stone, or other materials with decorative or textural qualities.
- g. Landscaped *trellises* or other decorative elements that incorporate landscaping near the building entry.
- h. Distinctive paint schemes.
- i. Exceptions: Other decorative facade elements or details that meet the intent and standards as determined by the planning director.





*Figure 6. Examples of how houses can meet architectural detail criteria. Image A includes decorative windows, building material treatment, and roofline elements. Image B includes decorative brick use, window treatments, entry design, and ventilation circles. Image C includes decorative building materials, door/entry feature, windows, and roofline elements.*

4. Architectural Variety. Developments shall achieve architectural variety by accommodating a variety of architectural styles, variations of the same architectural style, and through the use of multiple design elements. Specifically:

a. Duplicative house designs adjacent to each other are prohibited. Simple reverse configurations of the same house design on adjacent lots are not sufficient to meet architectural variety goals. Exceptions may be granted by the planning director in special circumstances where similar architectural consistency provides a distinct character for a cluster of homes surrounding an open space or on a particular street (cottage homes around a common open space are an example).

b. Generally, the more houses in a subdivision, the greater the number of different facade elevations will be required. Specifically:

i. Ten to 19 homes, a minimum of four different facade elevations shall be used.

ii. Twenty to 39 homes, a minimum of five different facade elevations shall be used.

iii. Forty to 69 homes, a minimum of six different facade elevations shall be used.

iv. Seventy or more homes, a minimum of seven different facade elevations shall be used.

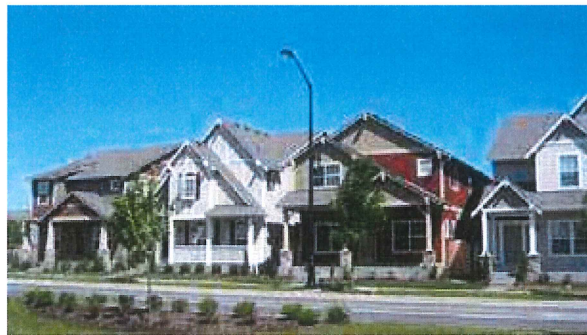


Figure 7. Examples of homes featuring different facade elevations. Notice the different rooflines, entry features, window designs/locations, exterior materials, and colors.

c. In order to qualify as a different facade elevation, dwellings shall have different roofline configurations, different color palettes, and different porch/entry design. In addition, a minimum of two of the following alternatives shall be utilized:

i. Different window openings (location and design).

ii. One and two story houses.

iii. Different exterior materials and finishes.

iv. Different garage location, configuration, and design.

v. Exceptions: Other different design element that helps to distinguish one facade elevation from another as determined by the planning director.

5. Exterior Materials.

a. Traditional materials consistent with local and regional architectural styles are encouraged (horizontal wood siding and brick).

b. Stucco and other troweled finishes should be trimmed in masonry or wood.

c. Mirrored glass and exposed concrete block (except for foundation/crawl space walls where not visible from the street) are not in keeping with the historic character of Eatonville and are prohibited.

d. T-111 siding and other plywood types of siding (board and batten is an exception) shall not be used for facades adjacent to or directly view- able from a street.

6. Roof Design. Provide pitched or articulated roof line, or other roof element such as eye- brow roof forms or dormers that emphasize building form and help it to fit in with neighboring structures with prominent roofs. Pitched roofs shall utilize a minimum slope of 4:12. Encourage roof- lines along the side yard that maximize solar access to adjacent homes and/or private open space.

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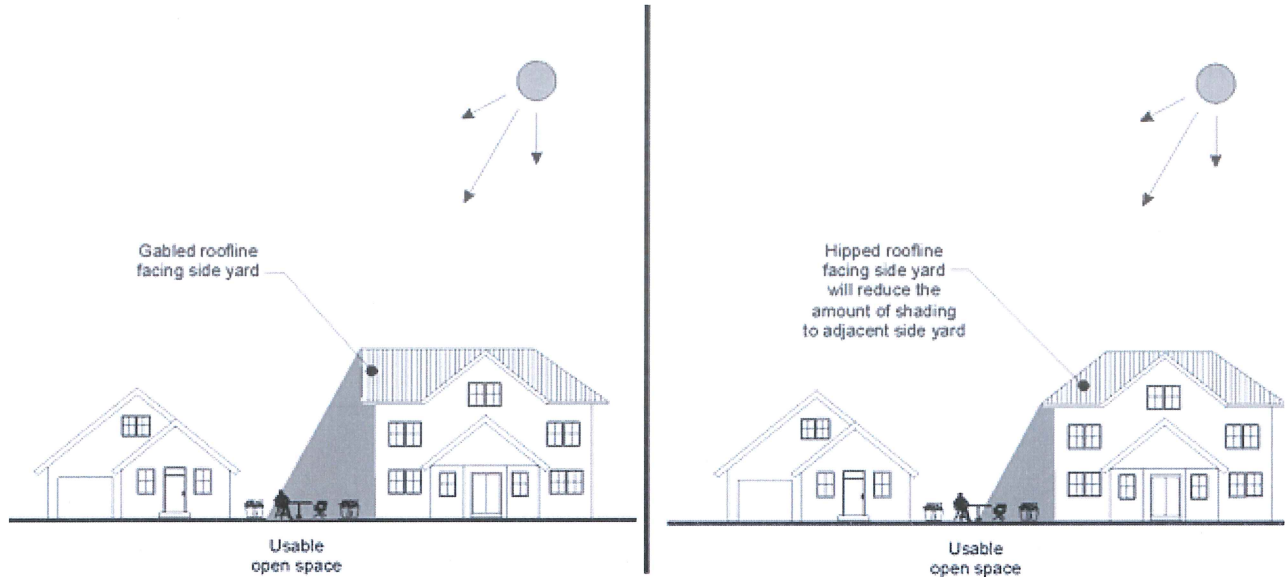


Figure 8. Encourage rooflines along the side yard that maximize solar access to adjacent homes and/or private open space.

7. Accessory Buildings. Accessory buildings (including detached garages) with more than 420-200 square feet of floor area shall be designed compatible with the house by using consistent materials, detailing, and roofline, as determined by the planning-Planning dDirector.

8. Exceptions:

a. Building designs associated with proposed minor remodeling may request an exception to the Building Design standards. It shall be the applicant's responsibility to successfully demonstrate:

i. If granted, how the resulting development will meet the intent of the design standards and be compatible with the existing and/or future development of the neighborhood; and

ii. The minor remodel will cost less than \$5,000; and

iii. The minor remodel costs are calculated at fair market value; and

iv. Provide three (3) complete project cost estimates (unless waived by the Director); and

v. Remodel costs associated with approved exceptions shall not exceed \$5,000 every two (2) years.

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