

Town of Steilacoom
COMMUNITY DEVELOPMENT
MIDDLE HOUSING DESIGN REVIEW CHECKLIST



Structure Conversion: These design standards do not apply to the conversion of an existing structure to a middle housing type with up to four attached units, if the floor area of the structure does not increase more than 50 percent.

- ☐ This exemption is applicable to my project (sign, but do not fill out the rest of the checklist)
- ☐ This exemption is not applicable to my project (sign and fill out the rest of the checklist)

Please ensure that the following are attached to this checklist or included in your building permit application materials (check each item):

- ☐ At a minimum, an elevation of the street-facing façade, or that which is most closely parallel to the street lot line, with calculated window and door coverage of the facade (excluding garage doors)
- ☐ Site plan which includes driveway width(s) as measured at the property line and pedestrian connection(s) to the sidewalk/street

Design Requirements (check each item to affirm compliance):

- ☐ A paved pedestrian connection at least three feet wide is required between each middle housing building and the sidewalk (or the street if there is no sidewalk). Driveways may be used to meet this requirement.
- ☐ If the lot abuts an improved alley, access is taken from the alley.
- ☐ If access is not taken from an alley, detached garages and carports do not protrude beyond the front building facade.
- ☐ The total width of all driveway approaches does not exceed 32 feet per frontage, as measured at the property line.
- ☐ There is a primary building entry or one or more private unit entries, such as a covered porch or recessed entry. Each entry features minimum weather protection of three feet by three feet.
- ☐ A minimum of 15 percent of the area of the street-facing façade, or that which is most closely parallel to the street lot line, includes windows or doors (excluding garage doors). Note: Facades separated from the street by a dwelling or located more than 100 feet from a street are exempt from this standard.
- Unit articulation (at least one option must be used). Check articulation option(s) used:
 - ☐ Roofline change or a roof dormer with a minimum of four feet in width.
 - ☐ A balcony a minimum of two feet in depth and four feet in width and accessible from an interior room that projects from the wall of a building and is surrounded by a railing or balustrade.
 - ☐ A bay window that extends from the façade a minimum of two feet.
 - ☐ An offset of the façade of a minimum of two feet in depth from the neighboring unit.
 - ☐ A roofed porch at least 50 square feet in size.

I affirm that the information provided herein is true and correct to the best of my knowledge

Applicant signature

Submit this checklist with your building permit application. It will be reviewed administratively by the Planning Department concurrently with the building permit review.