



Department of Community Development

345 – 6th Street, Suite 600, Bremerton, WA 98337

(360) 473-5275; Fax: (360) 473-5278

website: www.ci.bremerton.wa.us

**CONCEPTUAL DESIGN REVIEW APPLICATION
Downtown Regional Center Sub Area Plan**

DCD FEES:

*All fees must accompany this application. These fees are non-refundable and subject to change.
Make checks payable to City Treasurer*

Design Review is required for projects that is either:

- Four or more units, or
- Commercial structures greater than 5,000 square feet.

1. Applicant:

Name: _____

Address: _____

City: _____ State: _____ Zip _____

Email: _____

Work Phone: _____ Home/ Cell Phone: _____

2. Contact Person (if different than applicant):

Name: _____

Email: _____

Work Phone: _____ Home/ Cell Phone: _____

3. Title Holder:

Name: _____

Address: _____

City: _____ State: _____ Zip _____

Work Phone: _____ Home/ Cell Phone: _____

4. Project Name: _____

5. Tax Account Number(s): _____

6. Location: _____

7. Project Description: _____

8. Land Use Approval: All land use approvals must be granted prior to applying for a Conceptual Design Review Conference. Please indicate the date of approval as follows:

Approvals Required	Approval Date
SEPA Determination	
Site Plan Review	
<i>The following approvals are only required for projects located on the shoreline.</i>	
Department of Fish and Wildlife	
Department of Ecology	
Army Corp. of Engineers	
Other	

9. Sub-Area Plan Designation: _____

10. Attachments: You will need to provide eight (8) copies and one (1) digital of the following information with this application.

a. Narrative: Applications shall include a project narrative detailing how the proposal meets the intent of the Sub-Area Plan. Such an analysis should include, but is not limited to the following:

- Describe the building type, ownership structure, and how the proposal meets the development and design standards.
- How the proposal meets the public amenity and open space requirements including the bonus system.
- What is the proposed building height? Are there any increases sought? If so, please address.
- How the proposal provides adequate sunlight to public spaces throughout the year?
 - A diagram of each seasons shade pattern must be included.
 - 80' minimum radius between adjacent tower structures.
- How the proposal provides a positive or negative impact to the streetscape character? Identify specifics, may include photos.
- How the proposal provides public spaces including adequate entrances to buildings, places for pedestrians to rest and sit, and connections to pedestrian spaces?
- How the proposal meets the parking standards? Is the parking located outside of key areas such as building frontage, corners, and ground floors?

- How the proposal transforms the street frontage into an area not only for automobile and bike traffic but also for social activity, interaction, public gathering and commerce?
- How the proposal incorporates sustainable design, or Low Impact Development?
- How the proposal provides pedestrian access to views or vantage points?
- What is the existing character surrounding the site, how does your proposal take this character into consideration?
- How your proposal meets the criteria of the specific district in which your proposal is located (Chapter 4 of the Downtown Sub Area Plan)
- Are there unique site conditions that need to be taken into consideration, if so what?
- Are there any departures from the Sub Area Plan? List each departure separately and explain why a departure is necessary to meet the Urban Design Principle of the Sub Area Plan.

b. Site Plan Maps: The site plan maps drawn to scale showing at a minimum the following information:

- The location, size, bulk, height, number of stories and use of all existing and proposed structures and areas on the subject parcel.
- Existing and proposed public and private streets, driveways, sidewalks, curbs and gutters, and roadway dimensions and materials.
- Existing and proposed pedestrian walkways, bikeways, bus stops and other facilities contributing to pedestrian and bicycle circulation.
- Existing and proposed utility systems, drainage systems, fire hydrants and related site improvements.
- All property lines, easements, fences, walls, signs and other points of reference.
- Environmental features such as shorelines, bulkheads, creeks, culverts, wetlands, steep slopes, unstable soils, rock outcroppings, significant trees, other sensitive areas and their associated buffers.

c. Elevation and/ or Perspective Drawings: Provide colored renditions of each elevation showing proposed structures and other major improvements.

d. Landscaping Plan Maps: Provide landscaping plans that indicate the general planting pattern as well as the numbers and types of plants.

e. Parking Plan: Provide parking plans showing all existing and proposed off-street parking spaces. The parking plan may be integrated into the base site plan map. Parking plans should show all spaces, aisles, handicapped and motorcycle spaces, loading spaces, transit facilities, and parking lot access and internal circulation. It should also show dimensions of all parking areas, spaces, driveways, setbacks, and distances from curb cuts to intersection corners, and similar detail.

f. Vicinity Map: Show the location of the site in relation to all other properties and major structures within a radius of at least 200 feet.

g. Phasing Plan: If the project is designed to be permitted and/ or constructed in phases, provide maps showing the different phases and a development schedule.

h. Other Information: Any other information that would assist in understanding the nature and scope of the proposal and its impacts on the surrounding properties, people and land uses.

Applicant's Statement:

I hereby certify that the statements contained herein are correct. I understand that conditions of approval may be required to adequately protect the zone or neighborhood within which the proposal is located, and I agree to abide by those conditions.

I have read, understand, and agree with all of the above statements.

Applicant Signature

Date

Note: The City of Bremerton does not discriminate because of race, sex, color, religion, national origin, age, or disability in the provision of services, in programs or activities, or employment opportunities and benefits