



Columbia Point

Design Guidelines

January 2021

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BACKGROUND

Columbia Point is one of Richland's most prominent project for mixed-use development and for providing public waterfront access. This site also has the potential to provide for efficient land-use, variety, and vitality of a live-work pedestrian-oriented community.

The 1993 Columbia Point Master Plan addressed the City's intention that this site's development enhance local identity, local interests, and provide for the public an overall coherence and character that will establish a place of pedestrian-oriented amenities that are both privately realized and publicly accessible.

The 2021 Design Guidelines reflect the intentions identified in the 1999 Master Plan and Design Guidelines, replace the 1999 Design Guidelines, and mandate the minimum standards required to achieve them and help create a long-term benefit to the Public.

These Design Guidelines address the specific criteria that the Design Review Committee will use to assess the appropriateness of development proposals at Columbia Point submitted after the date of their adoption. Repair of existing items addressed in the 2021 Design Guidelines, will be in accordance with the Design Guidelines in place at the time of their original construction. The 2021 Design Guidelines are an overlay to all existing City, State and Federal ordinances and authority, and in the event of a conflict, the most restrictive requirement controls.

1.0 BUILDING DESIGN STANDARDS

INTENTION: Establish over-all coherence and character throughout site.

INTENTION: Share the use of respective specialized features among adjacent buildings so that areas and uses are efficiently used, interconnected, and extend the public use and access of the site as much as practical.

INTENTION: Establish a general character and image to the site with regard to Building Design.

1.1 Multi-story buildings shall be used as much as possible to allow for mixed-use vitality, efficient land-use, and greater visibility of the River and from the City.

1.2 All buildings shall incorporate wall plane projections/recesses, planters, canopies, towers, or other elements to create visual interest and enhance adaptability.

1.3 There shall be no uninterrupted length of any pedestrian-fronting façade longer than 40 horizontal feet. Front facades should not exceed 150 feet without a change in the wall plane of at least two feet in depth and extending at least 20% of the facade length.

1.4 Any side or rear building facade length exceeding 200 feet is to modulate such that projections/recesses comprise at least 20% of facade length with any minimum offset of 3% of facade length.

1.5 All windows adjoining sidewalks are to be recessed and should include visually prominent sills and surrounds.

1.6 Building materials shall include a base course at sidewalk level up to a height of 6 inches minimum to a maximum of 14 inches of split face masonry or of cast-in-place concrete. A red/brown brick veneer and/or split-face masonry building material shall extend to the underside of all awning/canopy elevations with all corner conditions resolved and with stone or masonry copings sills and joints as appropriate. Where no canopy is used, brick facing shall be used to at least a wainscot height of 3 feet.

1.7 At any canopy/ awning face of a building, once above 12 feet from finished grade, the wall finish may transition to a plaster or painted concrete masonry unit finish, or wood siding finish for a width no greater than 40 feet with brick or split-face masonry intervening for a width of no less than 20 feet.

1.8 External materials, forms and colors are to be compatible with those being utilized at other areas of Columbia Point.

1.9 Building materials generally will be of natural materials (wood, brick, or stone) painted, stained, or left unfinished. Cultured or artificial stone shall not be allowed.

1.10 Painted galvanized steel frame awnings/canopies with metal roofs or "built-in" arcades are to occur as continuously as possible at all sides of commercial/retail buildings facing a pedestrian path. They are to extend a minimum of 8 feet from the building face at an elevation overhead of 10 feet minimum. Columns and/or pendants, brackets, and framework are to be included as appropriate.

1.11 Roof overhangs and porches are desirable to protect window and door openings from sun and weather and to create covered outdoor space. They also provide shadows and help articulate large wall surfaces. "Awning" height shall be higher at all entries.

1.12 Parapets are to extend above all roofs with less than 6-12 slope such that the roof is not visible from the site at ground level. In the front façade, the maximum length of any parapet without a change in height is 100 feet. The minimum parapet height difference is 3 feet.

1.13 The minimum parapet height difference is to be 6 feet above adjoining parapets at all public entries.

1.14 Breaks in roof planes, porches, entry courts, decks, roof dormers, and patio walls are required as devices to increase sense of privacy while reducing the apparent mass of the building. Roof forms will be pitched, gabled, or shed. Flat roof designs will be discouraged except in buildings with a footprint greater than 10,000 square feet.

1.15 If visible, all mechanical equipment, both on rooftops and on grade, is to be screened with walls of durable materials integrated with the materials of the building.

1.16 The service areas of all buildings are to be located such that they are screened from view, from ground level, and from adjacent areas through a combination of screening and landscaping.

1.17 Residential parking garage doors shall not be visible from the street.

1.18 The semi-public areas of all buildings are to be located at the first floor as much as is possible and are to be identifiable as such from the exterior of the building.

1.19 Buildings will be articulated to express the identity of each unit.

1.20 Other architectural forms and features such as chimneys and columns are encouraged to provide scale and offer interest and character.

1.21 Colors will be varied in hue and intensity, with trim colors required to accentuate architectural details and give building exteriors a richness in contrast and texture.

1.22 Satellite dishes no larger than 18 inches in diameter shall be permitted if screened from view of neighbors and from the street.

1.23 There shall be no detached single-family residences. There will be a variety of building types of attached multi-family housing as well as apartments. All townhouses are to have ground-level entries, private decks and patios for outdoor space.

2.0 SITE DESIGN STANDARDS

INTENTION: Maintain a pedestrian-oriented development with the efficient land-use, variety, and vitality of a live-work community.

INTENTION: Establish a coordinated system of furnishings compatible with the site and the dominant Columbia Point Image. This framework will assure the use of site furnishings and special features in an appropriate manner and integral to the design of each individual project developed at Columbia Point.

2.1 PEDESTRIANS

2.1.1 Adjacent to all adjoining public right-of-ways, provide 5-foot to 8-foot wide sidewalks with a minimum 3-foot wide landscaping bed on at least one side as approved by the Design Review Committee. These sidewalks shall connect to on-site paths/sidewalks as described below.

2.1.2 Sidewalks shall connect focal points of pedestrian activity such as public entrances and activity zones. All streets adjoining a development project shall be provided with a sidewalk.

2.1.3 Interior site sidewalks that traverse parking lots shall feature adjoining landscaping of trees, shrubs, and groundcover, lighting and outdoor furniture for no less than 60% of their length.

2.1.4 All sidewalks shall be distinguished from adjoining driving surfaces by curbs and/or bollards where appropriate and the use of low-maintenance, durable surface materials such as scored concrete, and/or bricks and pavers.

2.1.5 All residential unit entries are to be connected to a semi-public way that is landscaped and lighted per standards herein, and which provides a distinction between parking surfaces and walkways. This sidewalk shall also extend to connect to the public paths and sidewalks within and adjoining the property.

2.1.6 All landscaping and pedestrian right-of-ways shall exhibit the highest degree of consideration for safety especially after dark through the use of lighting and size of landscaping used to minimize hiding places and maximize visibility at all times.

2.1.7 A public gathering courtyard, sheltered by landscaping for outdoor sitting and dining, will be incorporated at the north end of the big box shopping center.

2.1.8 Building and site plans should enhance pedestrian inter-connections and allow public access of potentially semi-public amenities such as auditoria, meeting rooms, toilet facilities, shops, and restaurants as much as practical.

2.1.9 The pedestrian-oriented design of Columbia Point should be maintained and extended through all commercial, recreational, and residential areas. Buildings within a site should be connected via sidewalks or delineated pathways, as well as to other parts of Columbia Point and the City.

2.2 AUTOMOBILES

2.2.1 Garage doors are a major visual element and will be kept simple in design without bold

patterns or applied decoration. Garage doors will be screened from all public roadways. Carport ends exposed to public view shall be screened.

2.2.2 Open parking, carports and garages will be clustered. Automobile and pedestrian circulation shall be separate.

2.2.3 Parking areas are to be landscaped so as to provide as much shading of cars in summer months as possible.

2.2.4 Landscaping shall screen parking from the site's perimeter, and shall reinforce pedestrian and vehicular traffic patterns.

2.2.5 Textured or special paving is encouraged at entries, common courtyards, and pedestrian areas to provide interest and enhance the image. Entry drives shall be lighted and landscaped

2.2.6 Parking of recreational vehicles, boats, and boat trailers on driveways or roadways for more than 24 hours is prohibited.

2.2.7 Parking space requirements for different uses shall be consolidated as much as possible into general parking areas. Residential parking in the mixed- use area can be designated as such within the zone.

2.2.8 Parking areas will be arranged with a layout perpendicular to the orientation of the main building to facilitate pedestrian movement. Landscaping shall include, at a minimum standard City landscaping requirements with its ratio of paving to landscaping increased by 20%.

2.3 SITE FURNISHINGS

2.3.1 General design characteristics will reinforce the image of Columbia Point as a quality resort community developed within the site's natural and cultural context. Natural materials that will withstand use and weathering are appropriate. Wood, metal, and concrete are all acceptable materials. Use of color is encouraged.

2.3.2 There should be a variety of seating opportunities in areas where people will be congregating. Seat walls, enclosing planters or retaining grades can provide extended linear seating areas. Individual benches or seats will be placed in clusters to encourage interaction and conversation. Seating opportunities will be placed along all paths and walkways, individually and in clusters. All furnishings that invite seating will provide a clean, durable, well drained surface. Benches and seats will be comfortable for extended periods of sitting and designed in such a way as to deter people from lying down. These seating elements shall be designed in such a manner as to be consistent with other such elements found within the Columbia Point Development.

2.3.3 Receptacles will be located where they will not impede pedestrian circulation, but should be unobtrusively and conveniently located at gathering points along primary pedestrian circulation routes. Receptacles will have easy access from the side with weather protection at the top.

2.3.4 Bollards are required where a strong physical and visual separation is between vehicular and pedestrian circulation or to otherwise control vehicles. Bollards shall be 8 inches in diameter or larger and be designed to accommodate lighting where appropriate.

2.3.5 Bicycles racks will be located along bike routes throughout the site and at all designated destination points. They shall meet bike parking standards Richland Municipal Code title 23.

2.3.6 Drinking fountains will be located at all restrooms and in all areas anticipated to attract large numbers of people. Fountains will be heavy duty, vandal-resistant, and designed to accommodate children and pets.

2.3.7 Flagpoles, windsocks, banners, etc., are encouraged to provide a festive, lively atmosphere at key pedestrian gathering places, promenades, and major travel routes. They will be discouraged elsewhere so as not to detract from their conscious use at public spaces and shall meet Richland Municipal Code Title 27, sign standards.

2.3.8 Kiosks will be used sparingly throughout the development and only in areas of high pedestrian use. They will offer weather protection for displayed material and be easily accessible and seen.

2.3.9 Bridges may be used throughout the site as a means of separating vehicular and pedestrian traffic, allow the flow of water, create interest or establish a character for the site.

2.3.10 No vending machines or cart storage or refuse areas are to be visible from outside of buildings. Temporary cart collection points are permitted if the carts are collected throughout the day and stored in the building after hours.

2.4 FENCING

2.4.1 In order to maintain the openness of the site and maximize views, fencing will not be allowed around the perimeter of individual development parcels, nor around common open space areas that may be a part of those parcels. Fencing will be allowed to enclose semi-private entry courtyards and private, individual patios. These fences will be no more than six feet high from grade connected to the main building structure, and of materials similar to and compatible with the materials of that structure and compliant with Richland Municipal Code. Planting materials will be used in lieu of fencing to screen parking areas, service drives, etc. Fences will be allowed around pools for security purposes and will abide by the above guidelines for courtyards and patios. Tennis courts will be fenced as per industry standards.

2.5 LIGHTING

2.5.1 Pedestrian paths are to be lighted to a minimum level of at least 0.5 lumens as measured on the ground. Fixtures are to be non-glare and no higher than 16-feet above the ground. Parking lots are to be lighted to a minimum level of at least 0.5 lumens as measured on the ground. Fixtures are to be non-glare and no higher than 25 feet above the ground.

2.5.2 Outdoor lighting will contribute to the overall nighttime ambiance of Columbia Point and not be a jarring intrusion. Outdoor lighting will be designed to have a source that is shielded or below eye level and to not create glare and obtrusive light on neighboring properties and adjacent roadways. Down directional lighting and indirect lighting are encouraged.

2.5.3 Within pedestrian areas low profile, path finding lighting is encouraged over general area lighting. Such lighting should have a well-defined light pattern. Lighting that is recessed in buildings or included in other site furnishings and features are encouraged. Outdoor architectural lighting that highlights detail and enhances scale is encouraged. Street lighting will reinforce the overall site street hierarchy and provide safety and security for vehicles and pedestrians.

2.6 SIGNAGE

2.6.1 Outdoor signage displays are prohibited except those which can be exhibited from behind building storefront glazing.

2.6.2 Outdoor merchandise displays are prohibited except for temporary displays in designated areas as pre-approved by the Design Review Committee.

2.6.3 All signs shall, at a minimum, comply with Richland Municipal Code Title 27, sign standards.

2.6.4 All traffic control signs will be compatible with City of Richland sign standards.

2.6.5 When allowed to be lighted, all signs will be face- lighted, or individual back-lighted letter signs. Lighted box signs or awnings, neon signs, flashing signs, and moving signs are all prohibited.

2.6.6 Development parcel or neighborhood entry identification signs are intended to create a unique identity of each neighborhood through different materials, color, type styles, lighting and planting consistent with the architectural character of the neighborhood.

2.6.7 Corporate image or general identification signs applied to building facades will be allowed in office/mixed use. All marketing advertising and sales signage must be reviewed and approved by the Columbia Point Design Review Committee without exception.

2.6.8 Pedestrian directional and informational signs will be readable from a maximum distance of 50 feet.

2.6.9 Street name signs will be at a height of 8 feet with 4-inch capital letters on a 6-inch sign panel. Signs will have scotch-like reflective letters, numbers, and symbols. Color and style will be consistent with development parcel sign program and architectural character.

2.6.10 Signage at Commercial/Retail buildings above the awning shall be mounted to the face of the building. All signage, when allowed, is to be face lighted and back lighted signs. Lighted box signs and moving signs are all prohibited. Signage underneath awnings will be at a minimum of 9 feet high, and smaller 1-foot by 4-foot signs can be mounted under the walkway cover perpendicular to the storefront.

2.6.11 Only one freestanding sign shall be allowed in any commercial development. It must be of materials and configuration that are architecturally integrated with the rest of the project. Information identified on the sign shall be limited to site specific identification and not general advertising.

2.6.12 A single highway identification sign for the retail complex will be permitted along George Washington Way. It may be lighted as per the above guidelines and will comply with the City of Richland sign ordinance.

2.6.13 A single highway identification and entrance sign for the Columbia Point Development will be permitted along George Washington Way at Columbia Point Drive.

3.0 LANDSCAPING

INTENTION: Establish landscape guidelines for public areas and private parcels, along with general guidelines for the project including tree preservation, irrigation and maintenance issues.

Landscaping in the following public areas will be governed by the guidelines in this subsection.

- Street Rights-of-Way
- Parks (including shoreline and breakwater)
- Trails, bikeways, and promenades.

3.1 VEGATATION

3.1.1 Planting design will reinforce the site circulation systems (roads, promenades, walkways, and bicycles routes) and enhance public parks and associated natural environs.

3.1.2 All areas of a private parcel that are not covered by impervious surface will be covered with a living groundcover or 2" -4" angular fractured black basalt rock. Mulch is not acceptable as a groundcover except as used in planting beds. Rounded pebbles or stones are unacceptable as groundcover except as used in conjunction with a water feature.

3.1.3 Planting of annuals, perennials, vines and shrubs should not look 'spotty' and thus all plantings ~~will~~ be laid out in masses of like species to create a stronger landscape presence. Specimen plantings are not discouraged but will be reserved for locations of visual importance.

3.1.4 All private parcel landscaping shall consist of at least 20% evergreen trees. These percentages exclude requirements for evergreen plantings for buffers and adjacencies.

3.1.5 In residential areas there will be a minimum of one deciduous tree for every three housing units. This ratio excludes trees required for parking area and adjacency conditions. A minimum 50% of these trees will be planted in front yards or courtyards; the remainder will be located in back or side yard locations. A minimum 50% will be flowering trees.

3.1.6 In all other land use areas, there will be a minimum of one tree for every 1,000 square feet of landscape area. This ratio excludes trees required for parking area and adjacency conditions. A minimum 25% will be flowering trees.

3.1.7 Landscaping will be used for buffers and screening of parking, loading, and utility areas. Utility areas can include electrical, water, sewer, garbage collection, and storm water retention facilities.

3.1.8 Buffer plantings will provide a continuous vertical buffer, by a minimum of ten feet in width, and utilize 100% evergreen trees or shrubs spaced to create a uniform hedge within two years. Use of Arborvitae is not permitted. Subject to Design Review approval, the use of walls or other architectural screening may reduce or supersede landscape buffer requirements.

3.1.9 Landscaping in the adjacencies will create a continuous border consisting of a combination of evergreen and deciduous trees, shrubs and groundcovers. Evergreen material will make up no less than 50% of all plantings. The ratio of trees to shrubs will be determined by the designer, but in general it will be higher (more trees) when the land uses are more disparate.

3.1.10 Landscaping for required buffers and adjacencies will meet applicable City of Richland standards and codes.

3.1.11 Perimeter landscaping at a minimum depth of 6 feet is required at all exterior property lines.

3.1.12 The preservation of existing mature vegetation, where it exists on public sites, will help maintain existing habitats, offset the scale of new structures, and soften the visual transition from an undeveloped landscape to a multi-use development. A detailed tree survey will be

conducted to identify and locate important tree masses as well as individual trees with a caliper of six inches or greater.

3.1.13 Where practical, all site improvements or building development located in areas with significant trees will be designed to protect their existence. Grading, trenching, or filling within the root zone of any significant tree will be avoided. Pavement within canopy areas will only be allowed when unavoidable.

3.1.14 A horticulturist, arborist, or other tree expert will be consulted for substantial development in and around significant tree stands or specimens.

3.1.15 During construction, protective barriers will be erected at the dripline of all significant trees to be preserved.

3.2 IRRIGATION

3.2.1 Overall plant material selection for given project areas, wherever possible, shall have compatible drought resistant characteristics.

3.2.2 Low volume irrigation equipment is encouraged for all planted areas to maximize saturation efficiency and minimize run off.

3.2.3 Overspray of irrigation onto walks or any other impervious surfaces are not permitted.

3.3 LANDSCAPE MAINTENANCE

3.3.1 Publicly owned landscape areas will be maintained by the Columbia Point Master Association.

3.3.2 Privately owned landscaping shall be maintained by the owner or Homeowners Association of each parcel in accordance with the best industry standards for professional landscape maintenance. Such maintenance shall include: watering, fertilization, mowing, edging, pruning, trimming, herbicide programming, pesticide programming, clean-up and other on-going seasonal programmed maintenance functions.

3.3.3 Replacement of dead or diseased plant materials originally approved will be accomplished on a routine basis.

3.3.4 Automatic irrigation systems will be routinely inspected, repaired and maintained in operating condition at all times.

3.3.5 All exterior portions of each parcel including walks, parking areas, and service area will be kept routinely free of litter and debris. This includes snow removal in the winter.

4.0 DESIGN REVIEW COMMITTEE - ADMINISTRATIVE PROCESS

The Design Review Committee will be composed of representatives as provided in the Columbia Point Development CC&R's.

Design Review Process

1. The design review process begins with the applicant submitting all relative application packet items to the Design Review Committee.
2. Once received, the committee will approve or preliminarily deny based on the merit of the packet.
3. If the applicant's request is denied, the applicant may request a meeting with the design review committee to present additional information and request reconsideration.
4. For large and complex projects, the Design Review process will consist of a series of meetings with the Design Review Committee consisting of presentations by the proponent and subsequent reaction, discussion, and recommendation by the Review Committee.

Appeals

With the exception of preliminary denials, the decision of the Design Review Committee is final. There will be no appeals.

Submittal Requirements

PROPERTY INFORMATION	
Property Address:	
Parcel #:	
Legal Description:	
PROPERTY OWNER INFORMATION <input type="checkbox"/> Contact Person	
Owner:	
Mailing Address:	
Phone:	Email:
APPLICANT/CONTRACTOR INFORMATION (if different) <input type="checkbox"/> Contact Person	
Company:	UBI#
Contact:	
Address:	
Phone:	Email:
ARCHITECT OR ENGINEER INFORMATION (if applicable)	
Contact:	
Address:	
Phone:	Email:
PROJECT DESCRIPTION – Include a supplemental written description, if necessary.	

APPLICATION PACKET SHOULD INCLUDE ONE COPY OF THE FOLLOWING:

- ☐ Preliminary site plan, drawn to scale, with proposed building locations, property boundaries, existing/proposed easements, landmarks, desired access to City roads, fire hydrant location(s), etc.
- ☐ Vicinity map
- ☐ Preliminary building elevations and building floor plan(s), if applicable

ADDITIONAL ITEMS REQUESTED, IF AVAILABLE:

SITE PLAN ADDITIONAL ITEMS

- ☐ Dimensions of lot, north arrow, and dimensions locating proposed and existing buildings. All items shall be clearly labeled, and site plan shall be at an Engineer's scale
- ☐ All water/sewer connections; locations of electrical meter base, fire hydrants-both proposed and existing within 500', fire lanes & turnarounds, underground fire lines, outside control valves, fire department connections and the location of the sprinkler riser
- ☐ Location and width of new approaches, showing all streets, street names, and street right-of-way widths. Include distance measurements to adjacent driveways and/or City streets

(centerline to centerline) within 300' of the site. Include driveways on both sides of the street

- ☐ Location and size of required parking spaces, including aisle way widths, arrows, markings for handicap accessible spaces, curb cut details for handicap approaches
- ☐ Show grading and final elevations of site civil infrastructure
- ☐ Show all existing and proposed public and private infrastructure: water, sewer, electrical, drainage, CATV, phone and gas utility lines, equipment and easements
- ☐ Show drainage and grading of all areas (most grading and drainage plans must be prepared by a licensed civil engineer). If site contains at least 1,000 s.f. of new asphalt, and/or contains 30% or more impervious surfaces, storm drainage calculations are required
- ☐ Show landscaping; location, size, and description of plantings
- ☐ Dumpster location, if installing
- ☐ If your project involves significant work within the public right-of-way, or if it involves any modification to or installation of any public infrastructure, plans by a civil engineer will be required. All plans involving the modification or installation of public infrastructure shall be on 24 "x 36" paper

EXTERIOR ELEVATIONS

- ☐ Roof pitch (4/12, 8/12, etc.); roofing type by size/weight
- ☐ Locations of windows and doors, noting sizes
- ☐ Finished floor level; finished grade at exterior
- ☐ Exterior finishes by note and specifications

FLOOR PLAN(s)

- ☐ Floor plan of each level labeling room uses and sizes, and square footage data for each floor level. Buildings >4000 s.f. require an architect or engineer's stamp on all submitted drawings
- ☐ If you plan an addition, submit a plan of rooms in existing areas adjacent to the addition
- ☐ Direction and size of all ceiling/roof framing members. If the project proposes pre-manufactured trusses, the layout of the trusses must be shown
- ☐ Windows noted by size, type (fixed, 1/2 sliding, etc.), frame type, with NFRC U-values and SHGC values (either noted or on a schedule)
- ☐ Doors noted by size, type, frame type, and door hardware noted or shown on schedule
- ☐ Ceiling heights; heights and locations of soffits
- ☐ Location of all bearing and non-bearing walls, including fire wall(s); wall materials explained by note or in detail