



## CLIENT ASSISTANCE MEMO

### Single Family Planning

---

#### **So you are want to build or modify a single family home.....**

If you are contemplating the construction of a new single family residence, or remodeling an existing residence, you will need to comply with the City's zoning, critical area, subdivision and shoreline requirements. This Client Assistance Memo is intended to provide an overview of the most common planning issues applicable to the construction and remodeling of single family homes.

Included in this handout are the key provisions of the code that will apply to your project. As the requirements vary by location, the back of this memo is a worksheet for noting what is applicable to your particular site. **Please contact the "Planner of the Day" at (253) 851-6170 with your parcel number or address for assistance.**

Additional Client Assistance Memos are available on each of the topics listed below for more detailed information.

#### **Zoning Requirements:**

- **Allowed Uses:** Zoning limits the types of uses allowed to locate in a given area. While Single Family Residences are allowed in most zones, some commercial and industrial zones restrict or prohibit dwellings.
- **Setbacks:** Setbacks limit where on your site a structure can be located and vary by zoning district.
- **Impervious Surface Maximum:** Impervious surfaces are limited. These include roof areas, paved surfaces, compacted gravel and any other surface that water sheet flows off of. This limitation is different than the stormwater regulations administered by Engineering which address how stormwater is managed.
- **Maximum Height:** The allowed maximum height is generally 35 feet, however the City limits heights to 16 feet in the Height Restricted Area, and to 18 feet within the Historic District. Please see the height allowance memos for the Height Restricted Area and Historic District if you are located within these areas.
- **Design Review:** The City has adopted Design Standards for all types of development including single family homes. These regulations are intended to encourage building designs that compliment the existing character of the City and promote a pedestrian friendly community. Design standards vary based on location, please use the worksheet on the back to determine applicable standards for your site. Please be aware that additional flexibility can be obtained through the Alternative Design Process.

#### **Shorelines and Critical Areas:**

If your property is located within 250 feet of a shoreline, or within 300 feet of a wetland, stream, steep slope, bluff or other critical area, additional regulations will apply. Staff can review maps with you that indicate the locations of known critical areas. If critical areas are located on or near your site you will likely need to engage a specialized consultant to determine the extent of the feature and prepare required reports.

---

Client Assistance Memos are not intended to replace the Gig Harbor Municipal Code. Should you have any questions regarding this information please call the Planner of the Day at (253) 851-6170

**CLIENT ASSISTANCE MEMO**

**Single Family Planning Worksheet**

---

**Location:** \_\_\_\_\_

**Zoning District Requirements:**

**Subject site is zoned:** \_\_\_\_\_ **See Gig Harbor Municipal Code (GHMC) Section:** \_\_\_\_\_

- **Setbacks:** *Front:* \_\_\_\_\_ House *Side:* \_\_\_\_\_ *Rear:* \_\_\_\_\_  
\_\_\_\_\_ Garage  
\_\_\_\_\_ Porch
- **Impervious Surface** \_\_\_\_\_ %
- **Maximum Height:**  35 feet  Height Restricted: 16 feet\*  Historic District: 18 feet\*

\*See Client Assistance Memo on how height is calculated, additional restrictions exist.

**Design Review (GHMC 17.99):** Please see the Single Family Design Review Memo for an overview of design requirements for single family homes. The following design designations may additionally affect your project.

**Parkway? Yes** \_\_\_\_\_ **No** \_\_\_\_\_

If yes, additional design requirements must be met. See the City's Design Manual, GHMC Section 17.99.140.

**Is the house located in an Enhancement Corridor? Yes** \_\_\_\_\_ **No** \_\_\_\_\_

If yes, additional design requirements must be met. See the City's Design Manual, GHMC Section 17.99.160

**Is the house located on a Prominent Parcel? Yes** \_\_\_\_\_ **No** \_\_\_\_\_

If yes, additional design requirements must be met. See the City's Design Manual, GHMC Section 17.99.210.

**Is the house located in the Height Restriction Area? Yes** \_\_\_\_\_ **No** \_\_\_\_\_

If yes, additional design requirements must be met. See the City's Design Manual, GHMC Section 17.62 and GHMC Section 17.99.370(D).

**Is the house located in the Historic District? Yes** \_\_\_\_\_ **No** \_\_\_\_\_

If yes, additional design requirements must be met. See the City's Design Manual, GHMC Section 17.99.500.

**Shorelines and Critical Areas:**

**Are there critical areas, wetlands, or steep slopes on or around the site? Yes** \_\_\_\_\_ **No** \_\_\_\_\_

Courtesy Inspections available. Reports may be required. Critical areas are regulated in Title 18 GHMC.

**Is the site located within 200' of a Shoreline? Yes** \_\_\_\_\_ **No** \_\_\_\_\_

Shorelines are regulated by the 2013 Gig Harbor Shoreline Master Program (GHSMP). Critical Area requirements within the shoreline area are contained in Chapter 6 of the GHSMP. At a minimum a no net loss worksheet will be required.

---

This worksheet is intended to be completed at the Planning Counter with the assistance of a Planner. If you have located this form online, please call the Planner of the day at (253) 851-6170 for assistance.