



**Design Review Board
Regularly Scheduled Meeting
Monday, August 20, 2018
2:00 – 5:00 PM
Council Conference Room
280 Madison Ave N
Bainbridge Island, WA 98110**

AGENDA

- 2:00 PM Call to Order (Attendance, Agenda, Ethics)
- 2:05 PM Approval of Minutes
August 13, 2018
- 2:10 PM BHS Building 100 Replacement ([PLN51159 PRE](#))
Project Manager: David Greetham
Seeking 2nd review prior to application
(*See materials provided.*)
- 3:10 PM Pavilion Apartments ([PLN51232 PRE](#))
Project Manager: Kelly Tayara
Seeking review and recommendation
(*See electronic file*)
- 4:10 PM **Design Standards and Subdivision Review Process**
Christy Carr, Senior Planner
- 4:55 PM New/Old Business
- 5:00 PM Adjourn

Call to Order (Attendance, Agenda, Ethics)
Review & Approve Minutes
Design Standards and Subdivision Review Process
New/Old Business
Adjourn

Call to Order (Attendance, Agenda, Ethics)

Chair Alan Grainger called the meeting to order at 3:28 pm. Design Review Board (DRB) members in attendance were Jane Rein, Carl Yurdin, Jim McNett, Joe Dunstan, and Jason Wilkensen. Peter Perry was absent. City staff in attendance were Christy Carr Senior Planner, and Administrative Specialist Carla Lundgren who recorded the meeting and prepared minutes.

Review & Approve Minutes

Motion: I move to approve the August 6, 2018 minutes.

Rein/Dunstan: Motion passed 6-0.

Design Standards and Subdivision Review Process:

Christy Carr, Senior Planner (*Discussion Only*)

New/Old Business

Adjourn

The meeting adjourned at 5:01pm.

Approved by:

Alan Grainger, Chair

Carla Lundgren, Administrative Specialist



PLEASE PRINT

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Step 1: Conceptual Proposal Review Meeting

Attendees: DRB, PC, Applicant, Staff, Public (afternoon meeting during regular DRB meeting)

Purpose: The conceptual proposal review meeting is a means of screening subdivision proposals in their earliest stages of design before proponents are committed to a particular design. The conceptual proposal meeting is an opportunity to ensure the proponent understands the objectives of the review process, design guidelines, and comprehensive plan goals and policies. This early touch allows review bodies (DRB and PC) to dialogue in an informal manner with the applicant, review the design guidelines and comprehensive plan goals and policies applicable to the site, and explore design concepts and/or options. It is a public meeting, but will be noticed only as a regular meeting. It is also a means for staff to acquaint the prospective applicant with the procedural steps for subdivision review.

Submittal Requirements:

- Site analysis – The site analysis shall be a map used to determine the conservation areas, conservation areas of greatest importance, and development areas. The site analysis shall show: general topography, critical areas and their buffers/setbacks, viewsheds on and off site, individual trees 30" or greater in diameter, extent and location of priority natural area (e.g., forested land, agricultural land, wildlife corridors, etc.), existing infrastructure or other built features, existing easements, existing trails, unique site characteristics, historic resources.
- Context map – The context map should provide sufficient information to evaluate the neighborhood or community characteristics, including: aerial photo, adjacent recreation, conservation, or other protected land, streetscape photos to illustrate road frontage character/conditions, adjacent and nearby houses or structures, nearby historic or cultural features that contribute to the character of the area.

Step 2: Design Guidance Review Meeting

Attendees: DRB, PC, Applicant, Staff, Public (evening meeting during regular PC meeting)

Purpose: The DRB and PC will provide input and guidance on consistency with applicable design guidelines and comprehensive plan goals and policies, including how the project could be revised to achieve greater consistency. A project proponent should also make known the potential need and rationale for any departure from the subdivision design guidelines or design and construction standards. This meeting will also serve as the public participation meeting, and be noticed to property owners within 500 feet of the project site. Members of the public will have the opportunity to provide comment, although it is not a public hearing.

Submittal Requirements:

- Concept Plan – This plan is based on the site analysis and context map and shows location of natural area, community space, significant trees to be retained, homesites, vehicle and non-motorized access, location and size of stormwater and septic systems, and lot lines. The proponent is encouraged, but not required, to bring one or more development concepts or alternatives to indicate possible design options for the site. The materials required for the meeting are limited in detail to allow flexibility for the proponent to respond to input received at the meeting.

- **Project Narrative** – The project narrative will explain and/or illustrate how the proposal meets the subdivision design guidelines and applicable comprehensive plan goals and policies and an analysis of the features that define the developed context of the structures located in the vicinity of the project and the relationship of the proposed building/s to the existing developed context, including key architectural and structural elements.

Step 3: Submit Pre-Application Conference Application

Submittal Requirements: Per Administrative Manual

Step 4: Pre-Application Conference

Attendees: Staff, applicant

Purpose: The purpose of the preapplication conference is to assist the applicant by identifying the following:

- Requirements for submittal, including types of permits necessary to complete the proposal and whether SEPA review is required.
- Compliance with applicable city plans, goals, policies, codes or guidelines.
- Required plans, studies, reports, and/or other materials specific to the proposal that will provide necessary information for staff to review the project.

Submittal Requirements: Per Administrative Manual

Step 5: Submit Preliminary Subdivision Application

Step 6: DRB Review/Recommendation Meeting

The purpose of the DRB review/recommendation meeting is to review a proposed project for compliance with applicable design guidelines, and to ensure that the project reflects any revisions recommended by the DRB at the design guidance review meeting. The DRB will also consider any requested departures from the design guidelines. Public comment will be accepted.

The DRB will forward written findings of facts and conclusions, their determination of the project's consistency with the design guidelines, the design guideline checklist, and their recommendation, including any conditions, to the staff planner. The DRB's written transmittal will be included in the staff report transmitted to the PC.

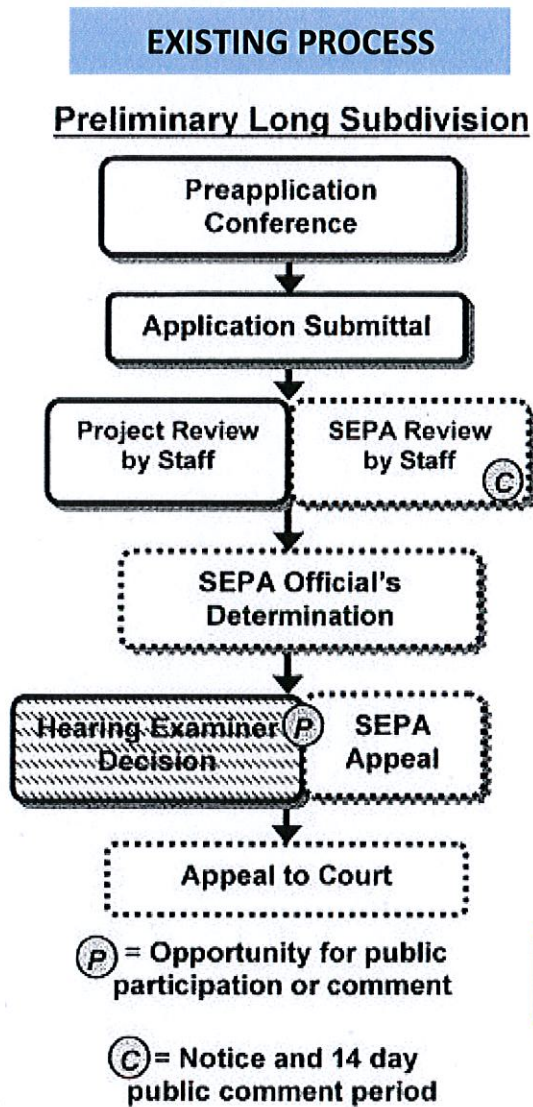
Step 7: PC Review/Recommendation Meeting

The purpose of the PC review/recommendation meeting is to review a proposed project for compliance with applicable design guidelines and comprehensive plan goals and policies, and to ensure that the project reflects any revisions recommended by the PC at the design guidance review meeting and/or the DRB at their review/recommendation meeting. Public comment will be accepted.

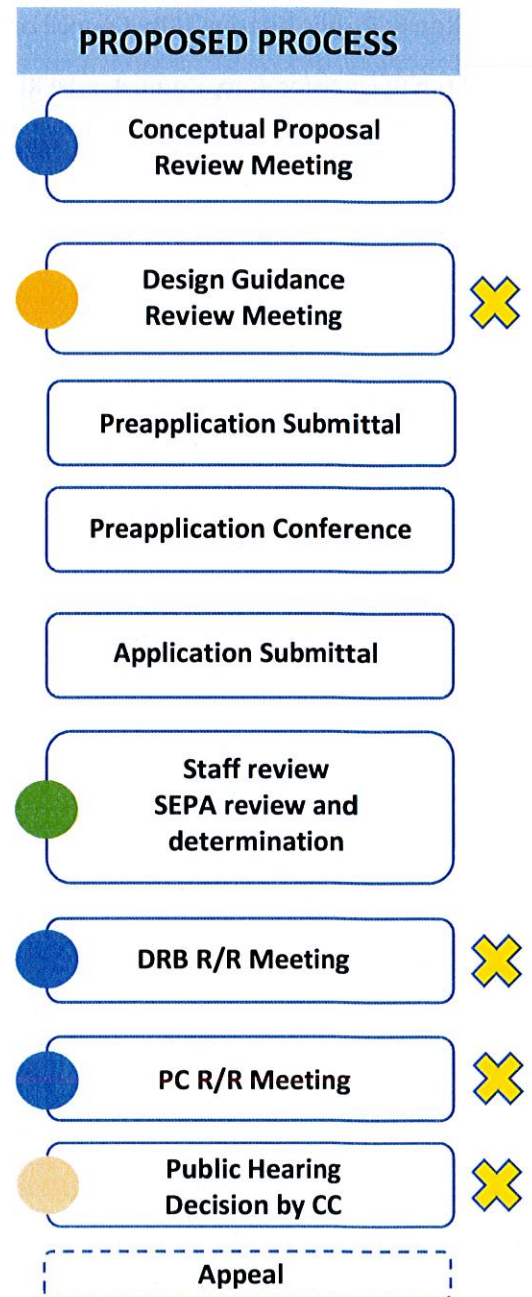
The PC will forward written findings of facts and conclusions, their determination of the project's consistency with the comprehensive plan, and their recommendation, including any conditions attached by the PC or DRB, to the staff planner. The PC's written transmittal will be included in the staff report transmitted to the decision maker.

Step 8: Public Hearing (City Council or HEX)

Step 9: Decision (City Council or HEX)



90
DAYS



- Public meeting
- Public meeting – noticed to neighbors
- Public comment period
- Public hearing
- ✕ Not required for short subdivisions

mahlum

20 AUGUST 2018

CITY OF BAINBRIDGE ISLAND DESIGN REVIEW BOARD PRESENTATION II

BHS 100 Building Replacement

Bainbridge Island School District No. 303

PROJECT DESCRIPTION

A new central commons on campus will share work space with a modern CTE and fine arts facility, which also houses the music program.

PROJECT SCOPE

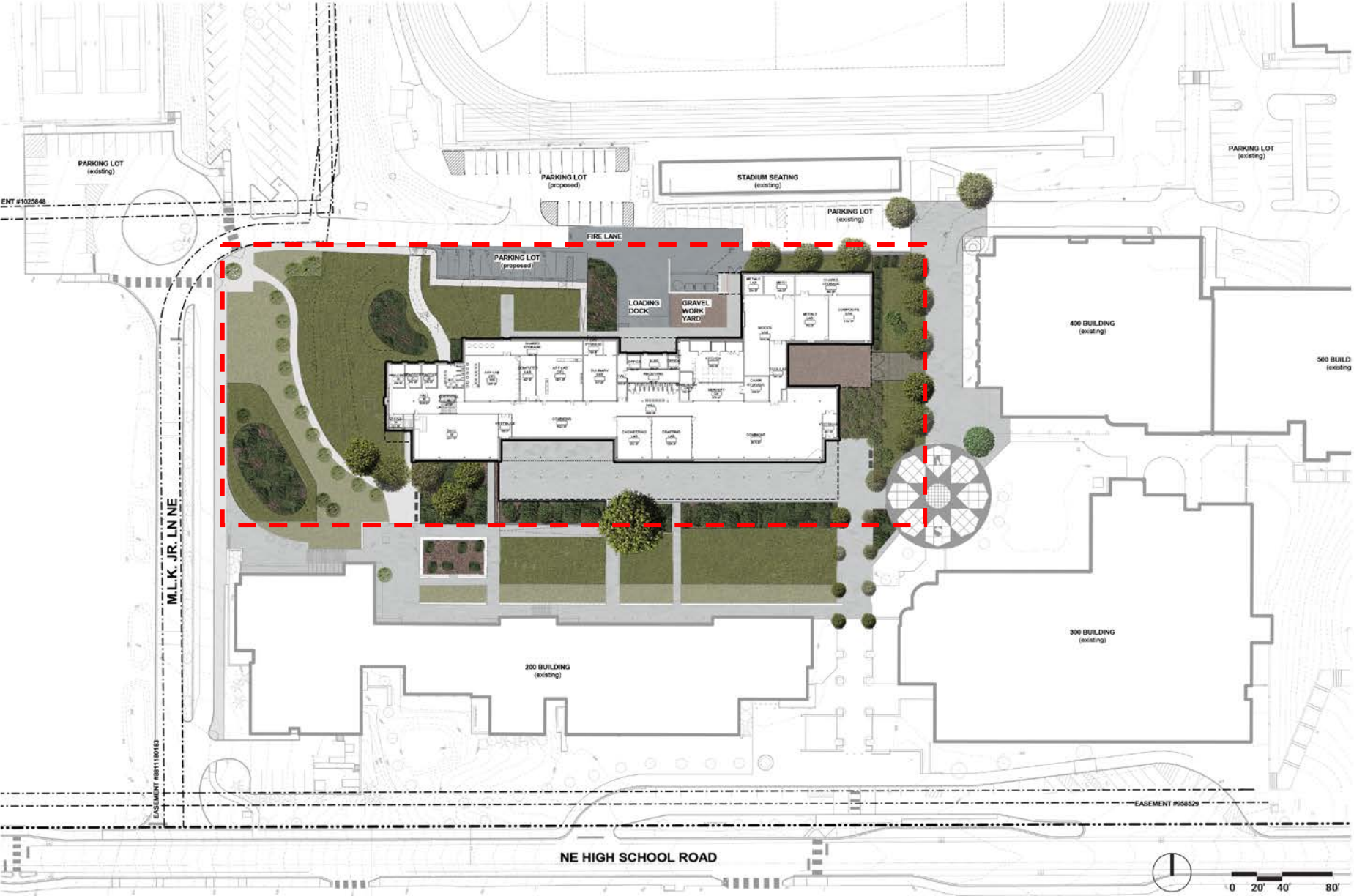
Site Area (acres) : 3.4
Building Size (GSF): 34,000

PROJECTED CONSTRUCTION TIMELINE:
September 2019 – January 2021

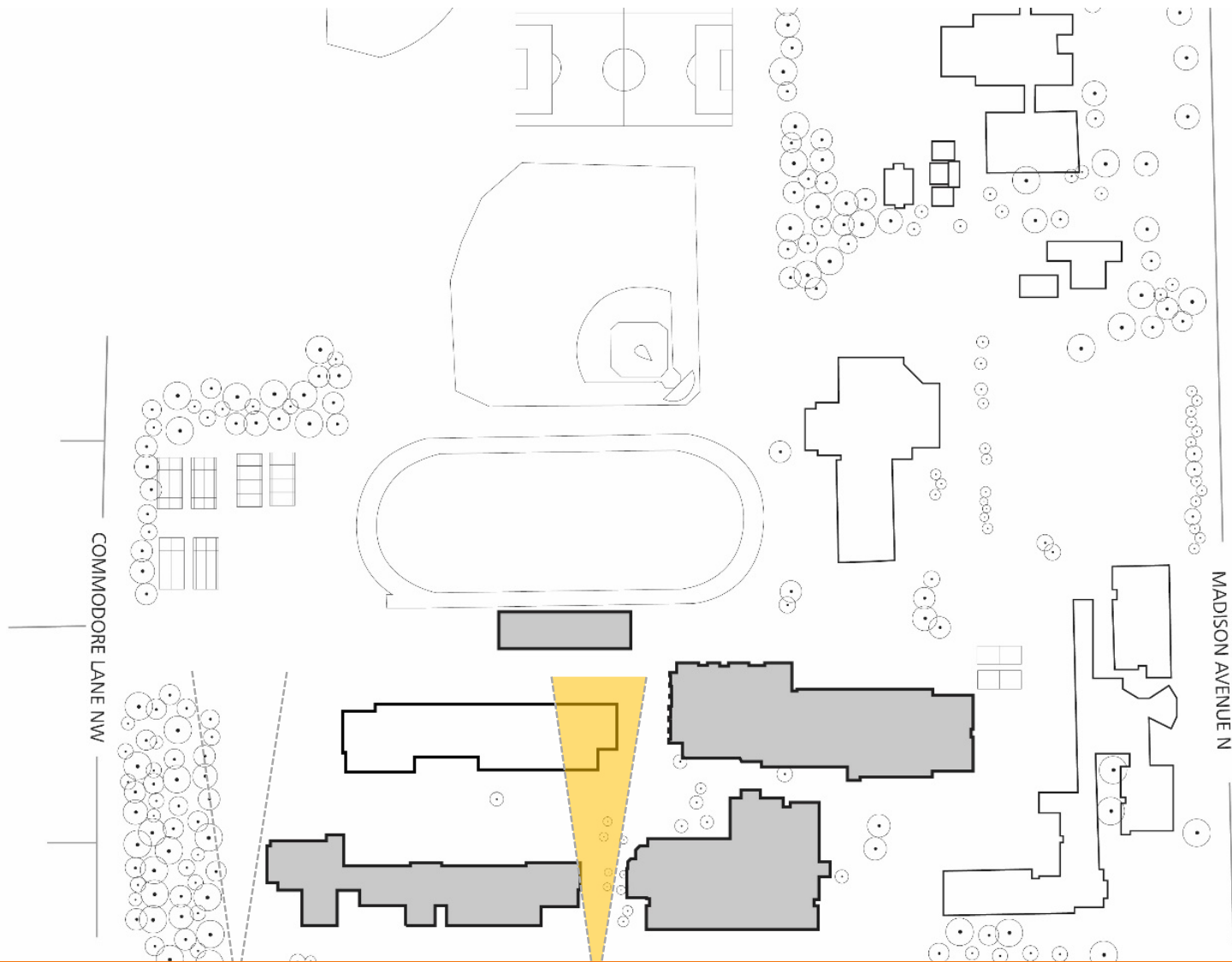
PROJECTED COMPLETION
March 2021

Design Overview

Site Plan



View From Public Way

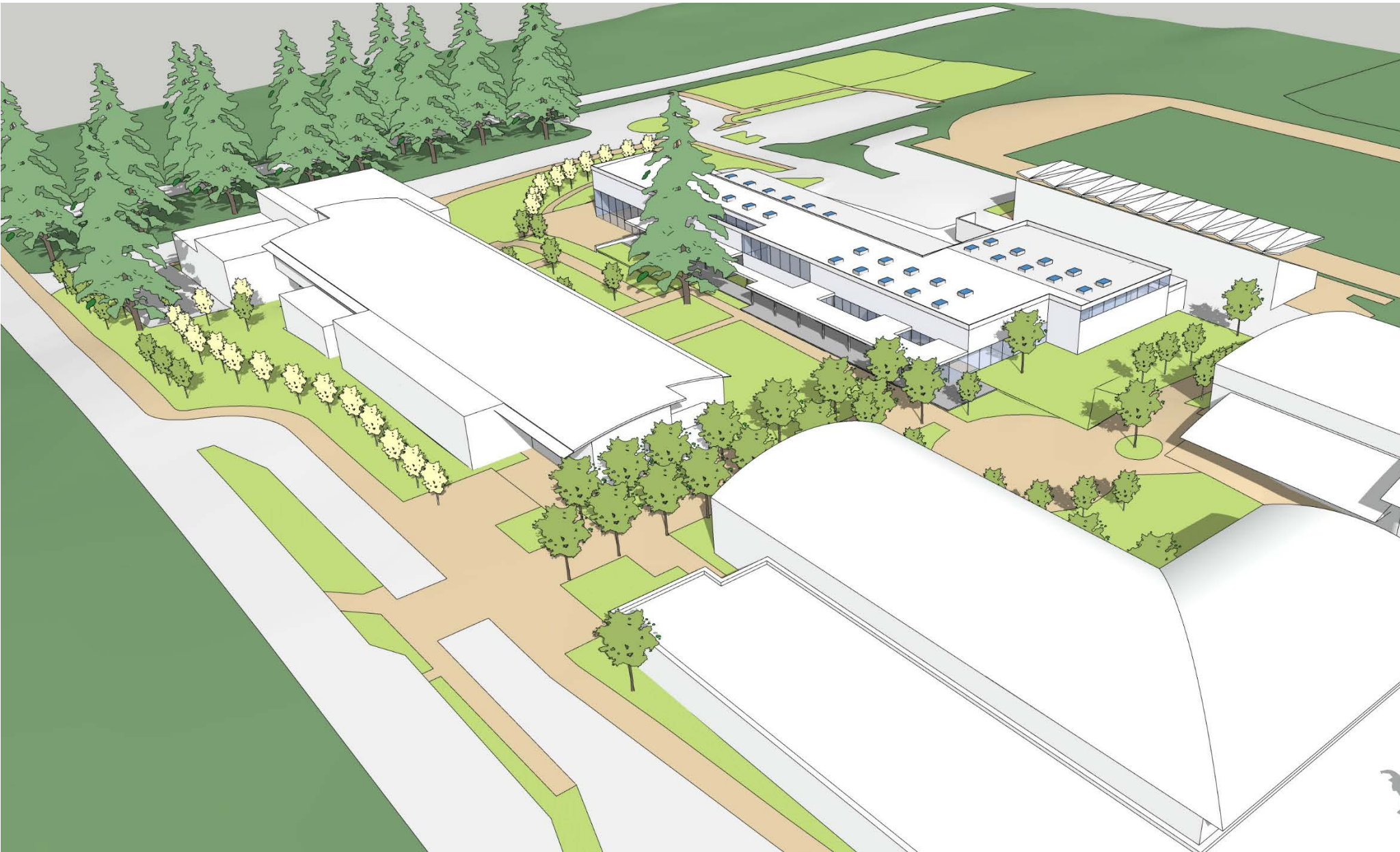


PUBLIC WAY

View From Public Way



Massing



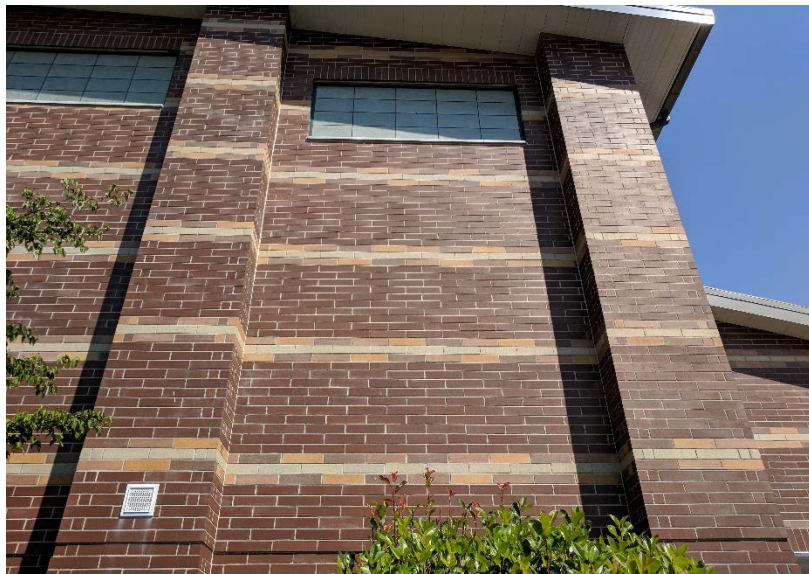
Massing



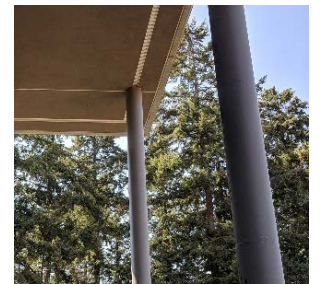
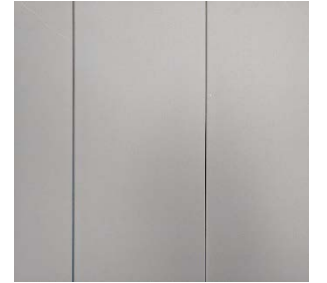
Design Guideline 1

Vary building materials or patterns to produce variations in texture.

Response to Design Guideline 1



Response to Design Guideline 1

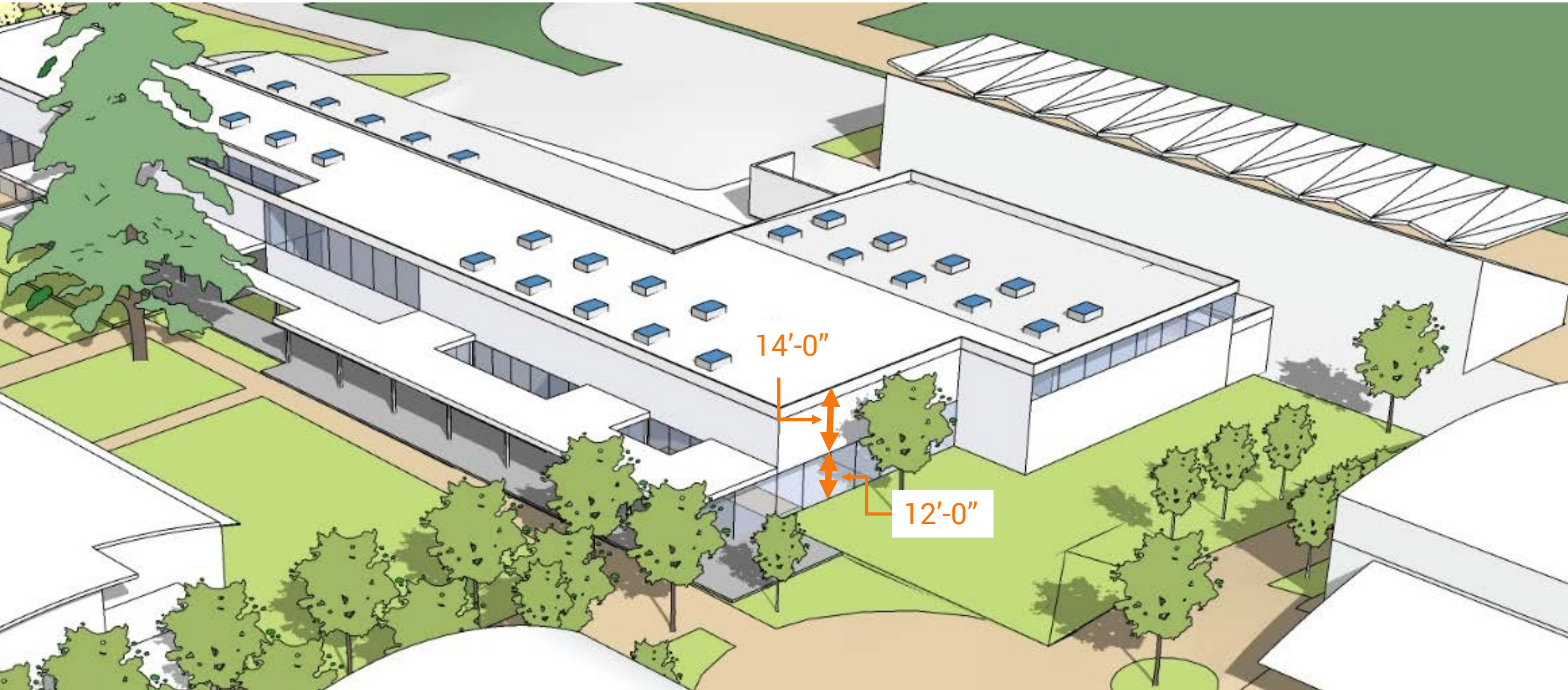


Design Guideline 2

Building elevations shall be vertically modulated in no more than 20' increments or horizontally in no more than 30' increments. Modulation is defined as a change in plane or articulation (such as bands, cornices, setbacks or changes in material).

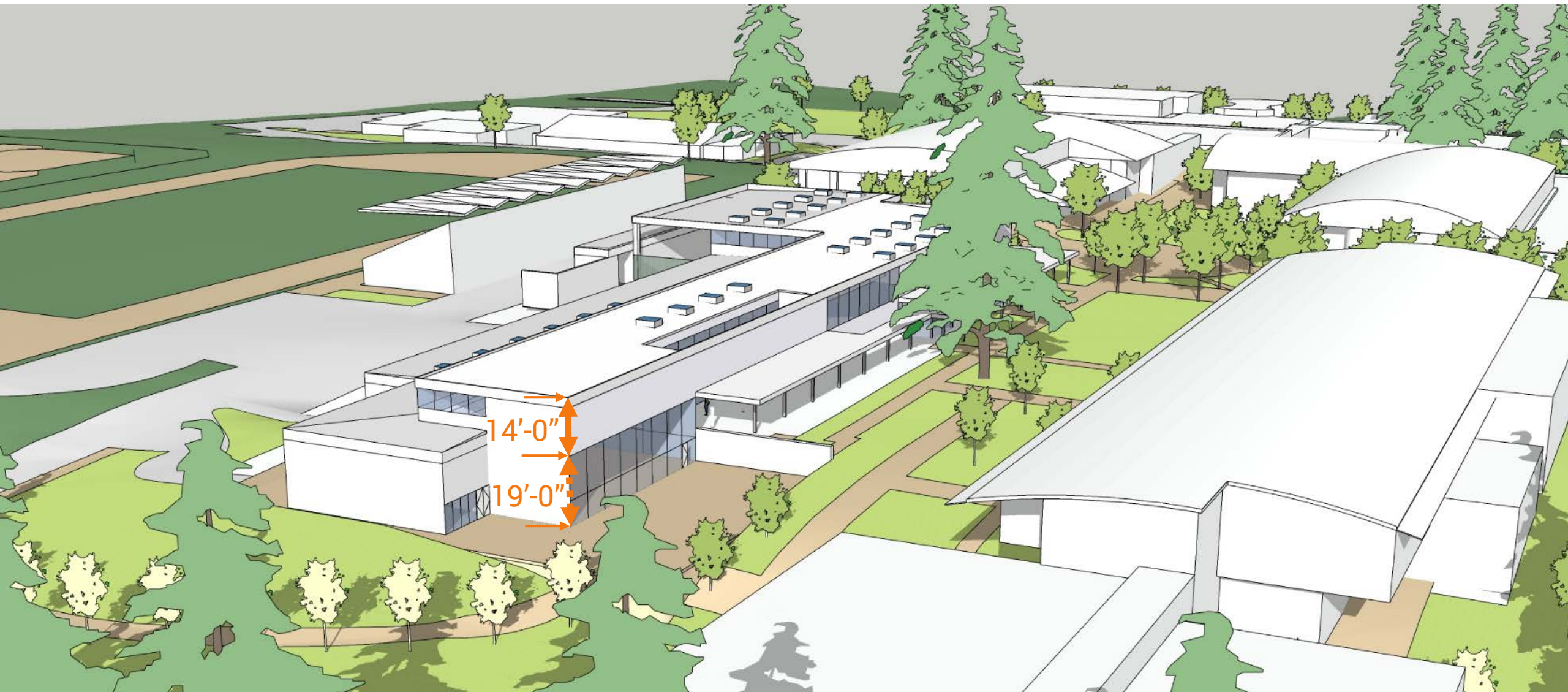
Response to Design Guideline 2

Vertical Modulation (20' Max)



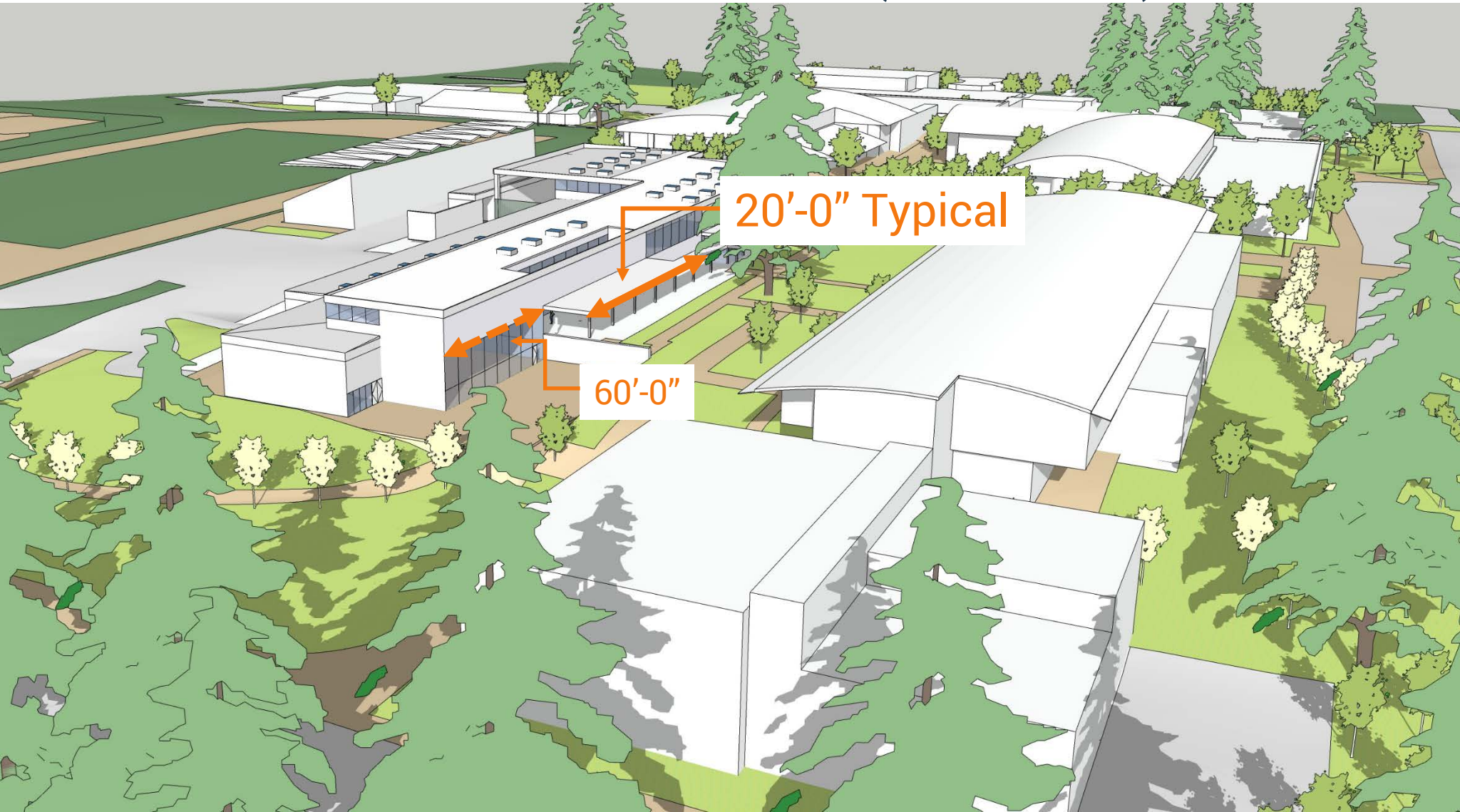
Response to Design Guideline 2

Vertical Modulation (20' Max)



Response to Design Guideline 2

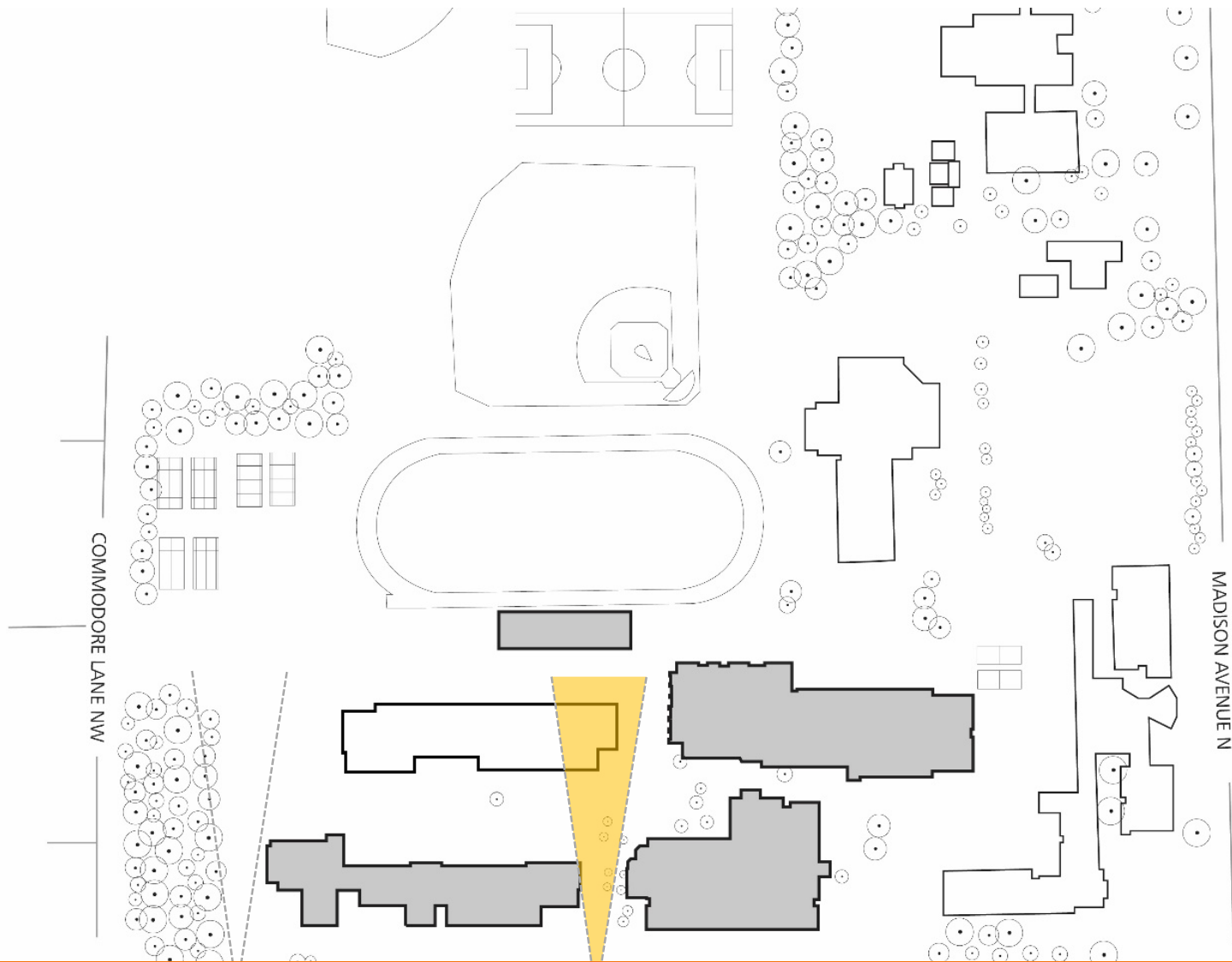
Horizontal Modulation (30' Max)



Design Guideline 3

Blank walls shall not be visible to public spaces. Blank facades should otherwise be limited to the back of buildings or where required by the building code. Treatments to alleviate blank walls shall be similar in materials to facades normally in view of the public.

Response to Design Guideline 3



PUBLIC WAY

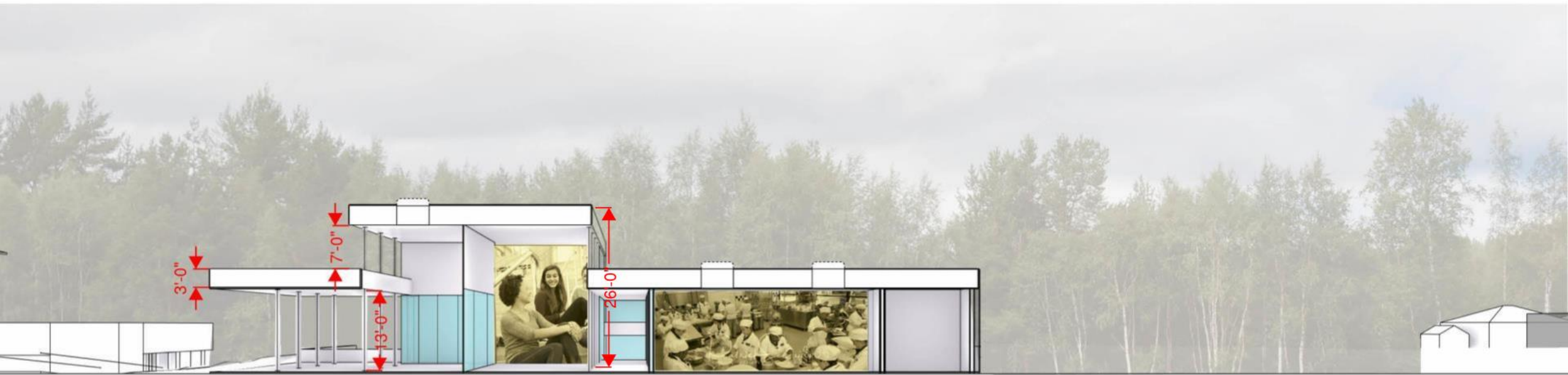
Response to Design Guideline 3



Design Guideline 4

The first floor of multi-storied buildings should be taller than upper floors. Minimum ceiling height should be at least 10' to allow transom or larger display windows. Other elements such as transom windows, canopies, cornices, and prominent entries are encouraged. First floor uses shall be pedestrian oriented and include substantial shop windows. Display windows on the first floor of retail and commercial buildings should be the predominant surface of the first floor.

Response to Design Guideline 4



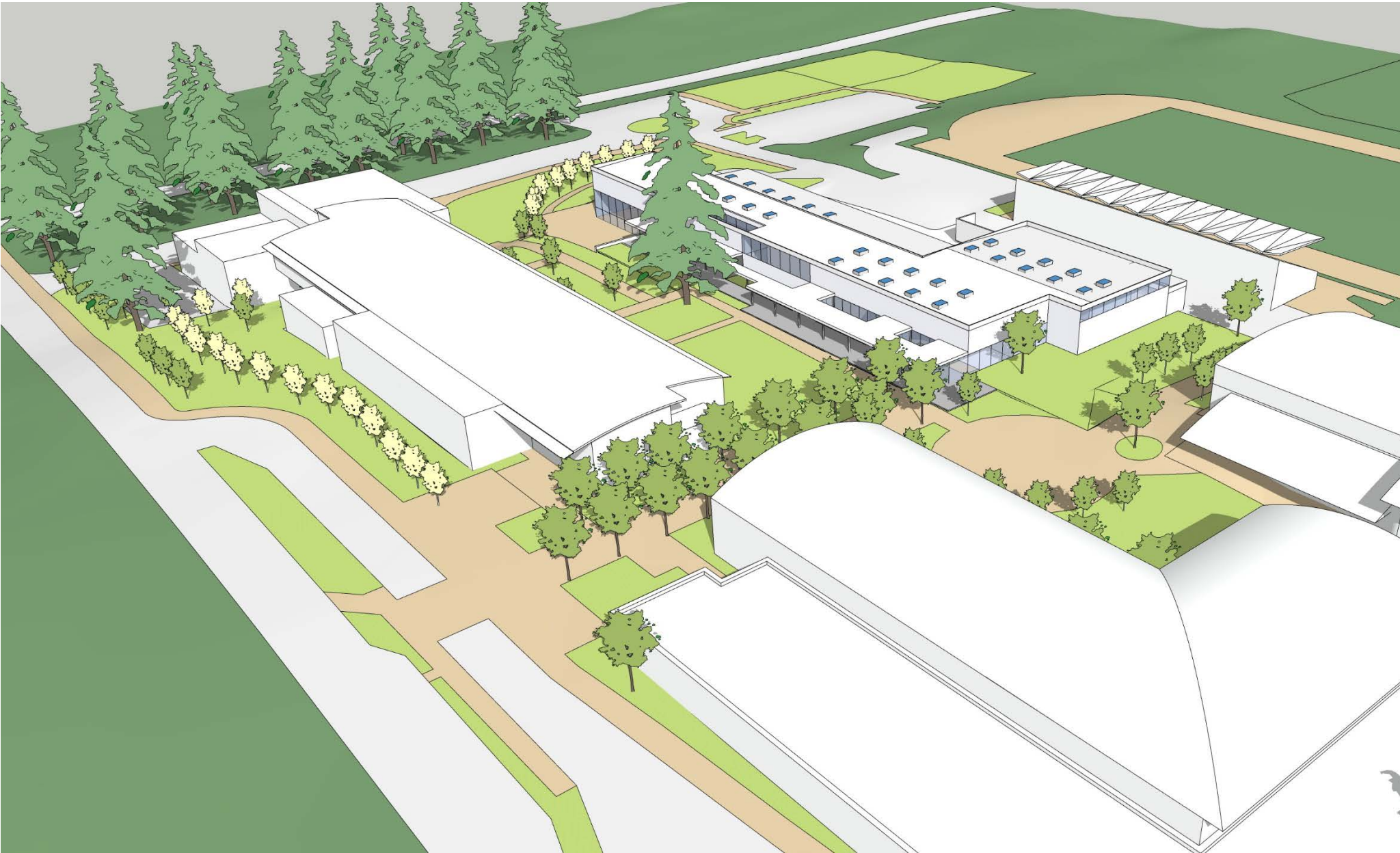
Design Guideline 5

Facades facing public ways shall incorporate setbacks or articulation that establishes a pattern of bays or window openings. Facades shall include features such as display windows, columns or bays, recessed entries or canopies or other recesses. The use of a variety of materials at the sidewalk level is encouraged. Multiple building entrances are encouraged.

Response to Design Guideline 5



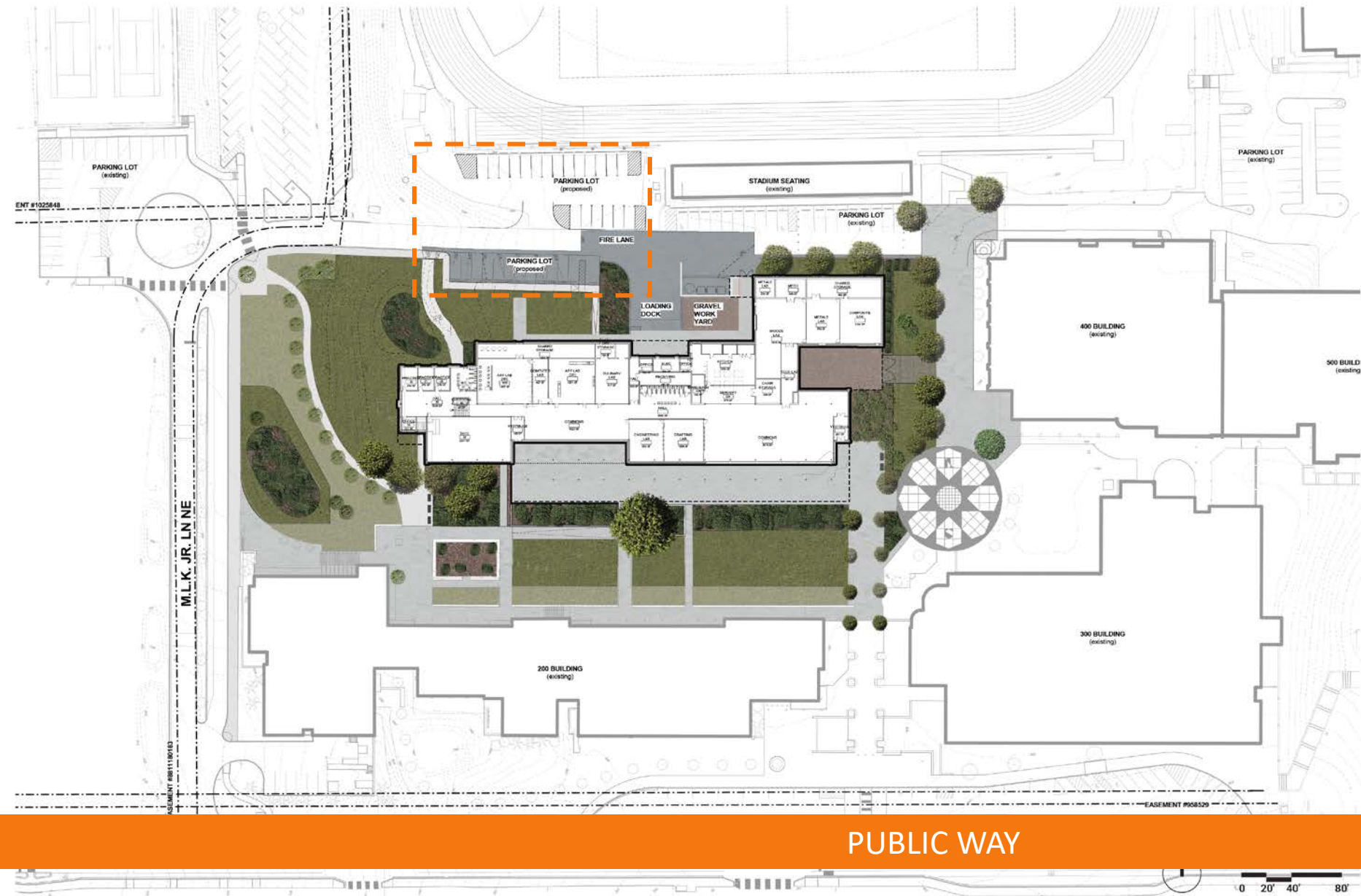
Response to Design Guideline 5



Design Guideline 6

Where parking fronts onto a public street, the maximum separation between buildings shall be 80 feet. Greater separations are permitted if landscape setbacks are increased or other design features such as low walls, trellises and public spaces are created along the street frontage.

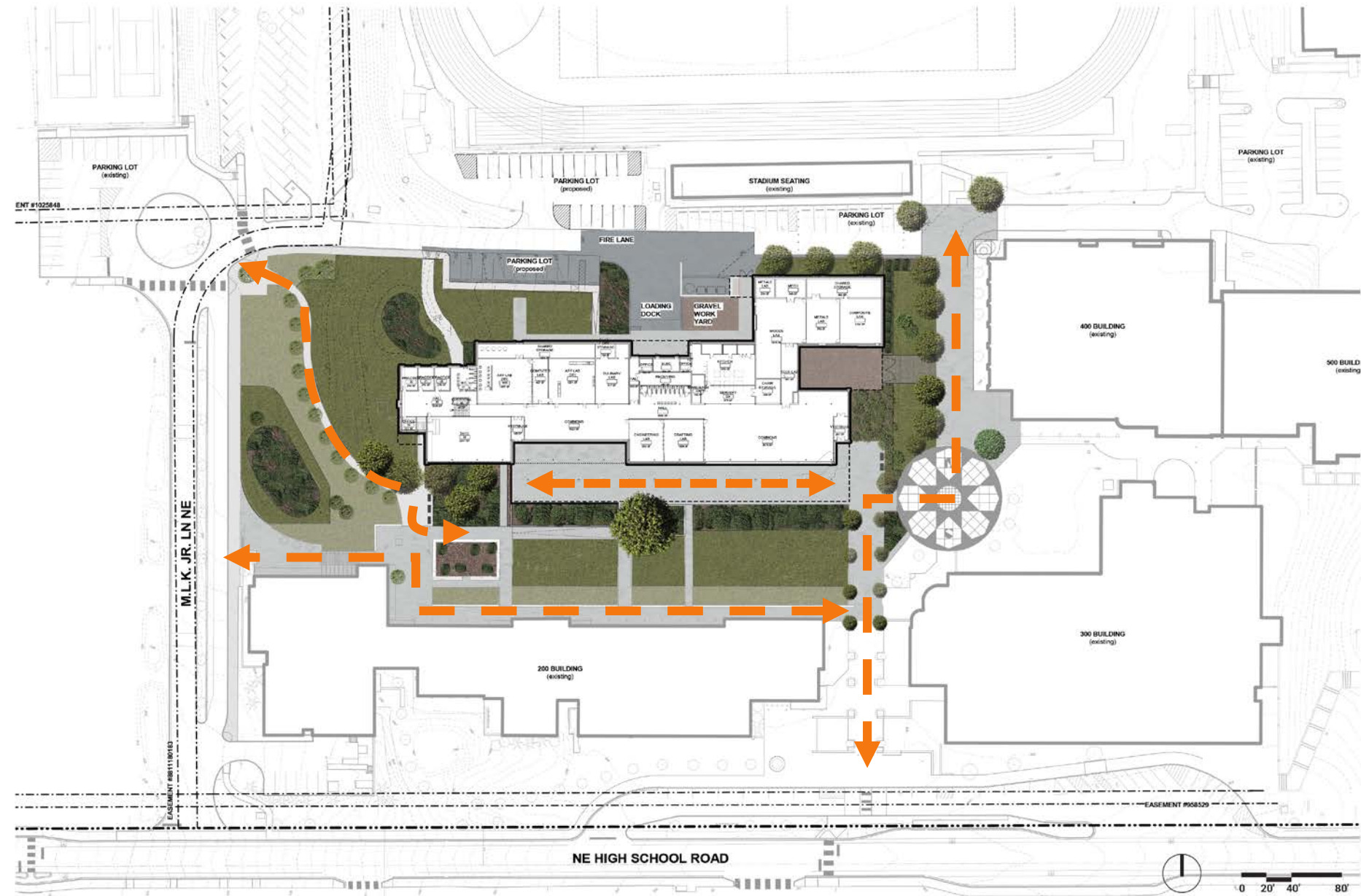
Response to Design Guideline 6



Design Guideline 7

Facades over 128' in length shall be separated by pedestrian passage or open space. Passages should be at least 12' wide and two stories in height if covered. Façade setback should be expressed at the roof line by changes in plane. Passage should connect to public open space.

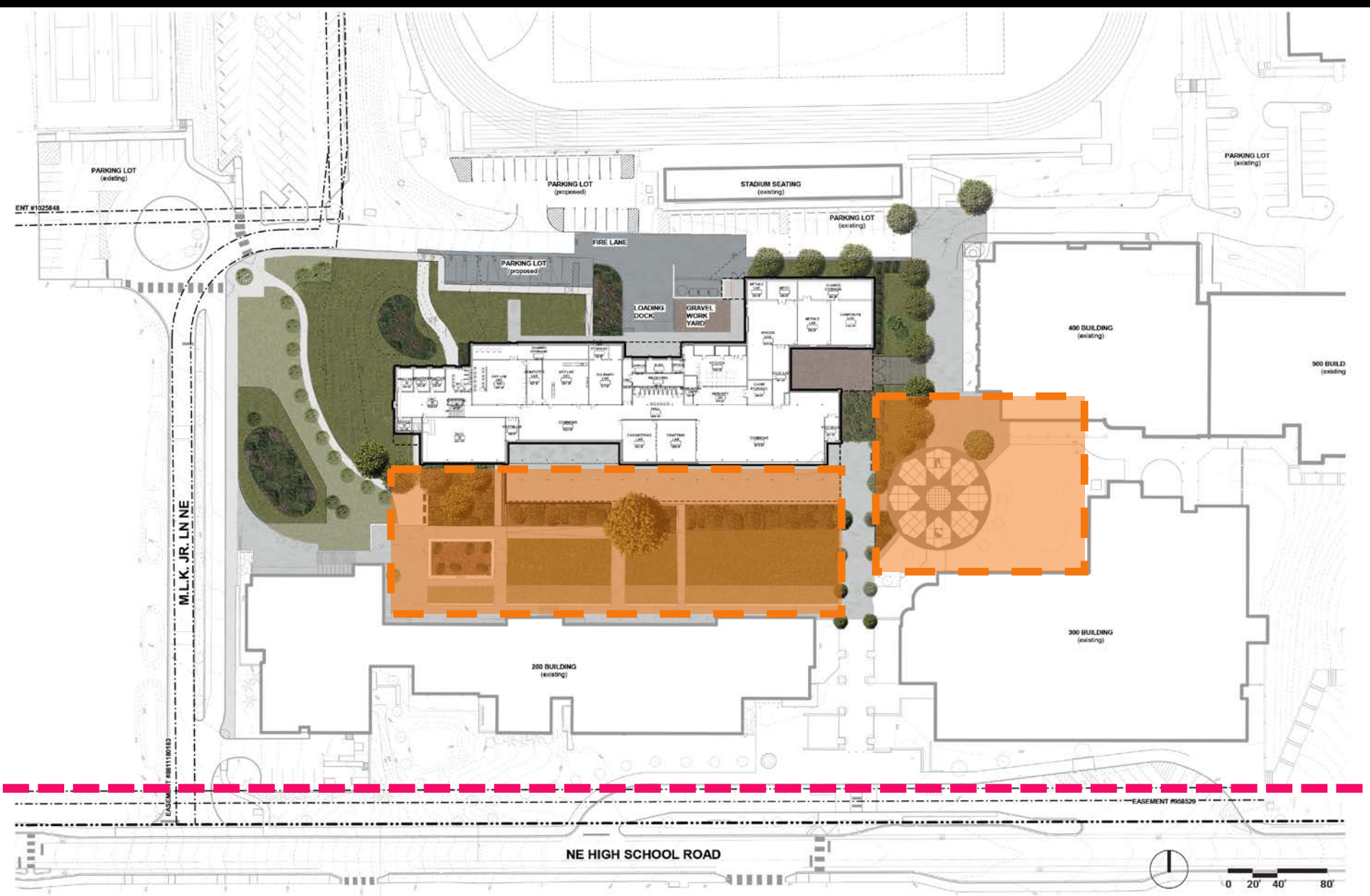
Response to Design Guideline 7



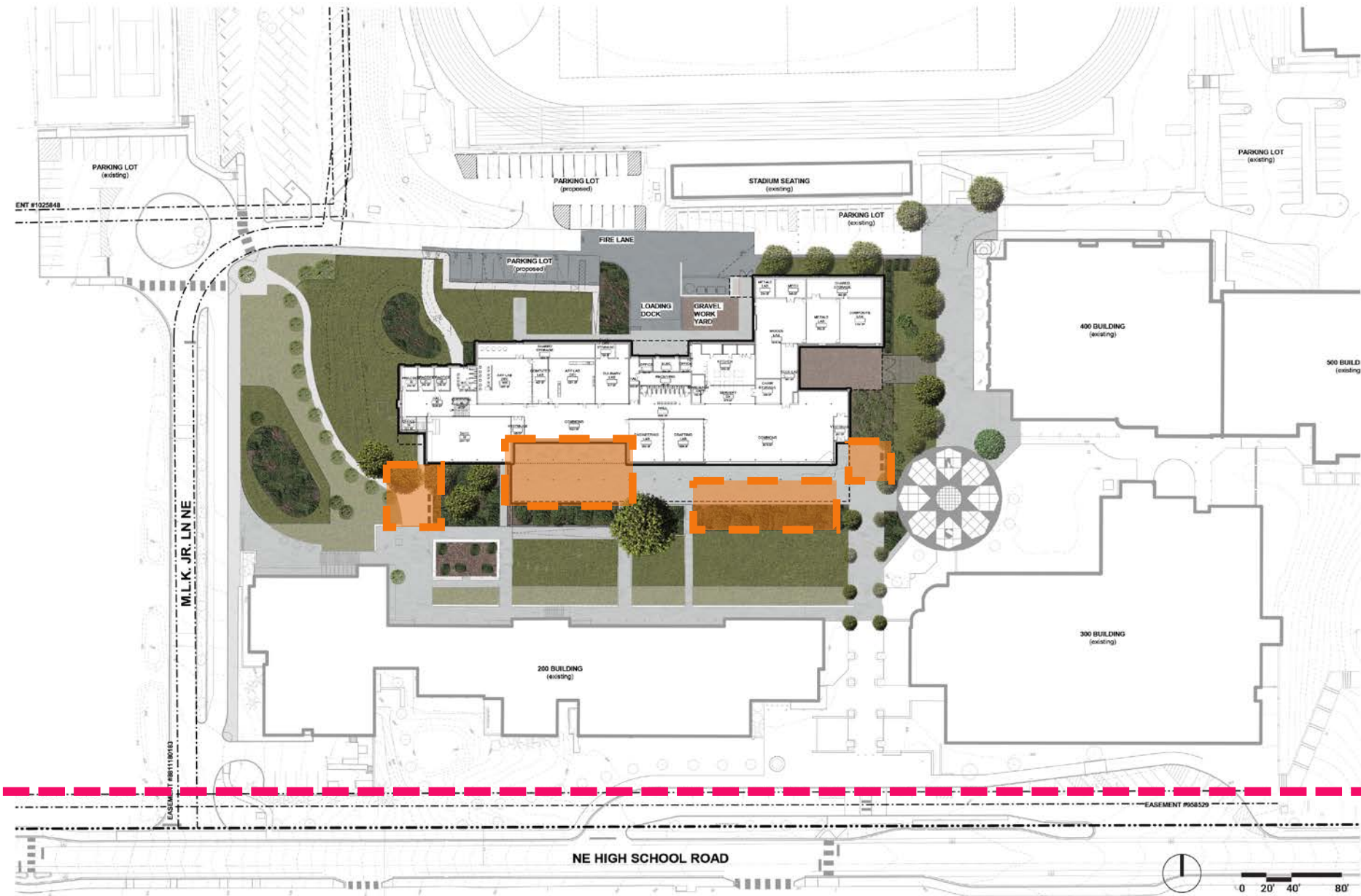
Design Guideline 8

Building setbacks may be increased for the creation of public outdoor seating areas. Entry alcoves and small outdoor spaces may be located between the building and the sidewalk.

Response to Design Guideline 8



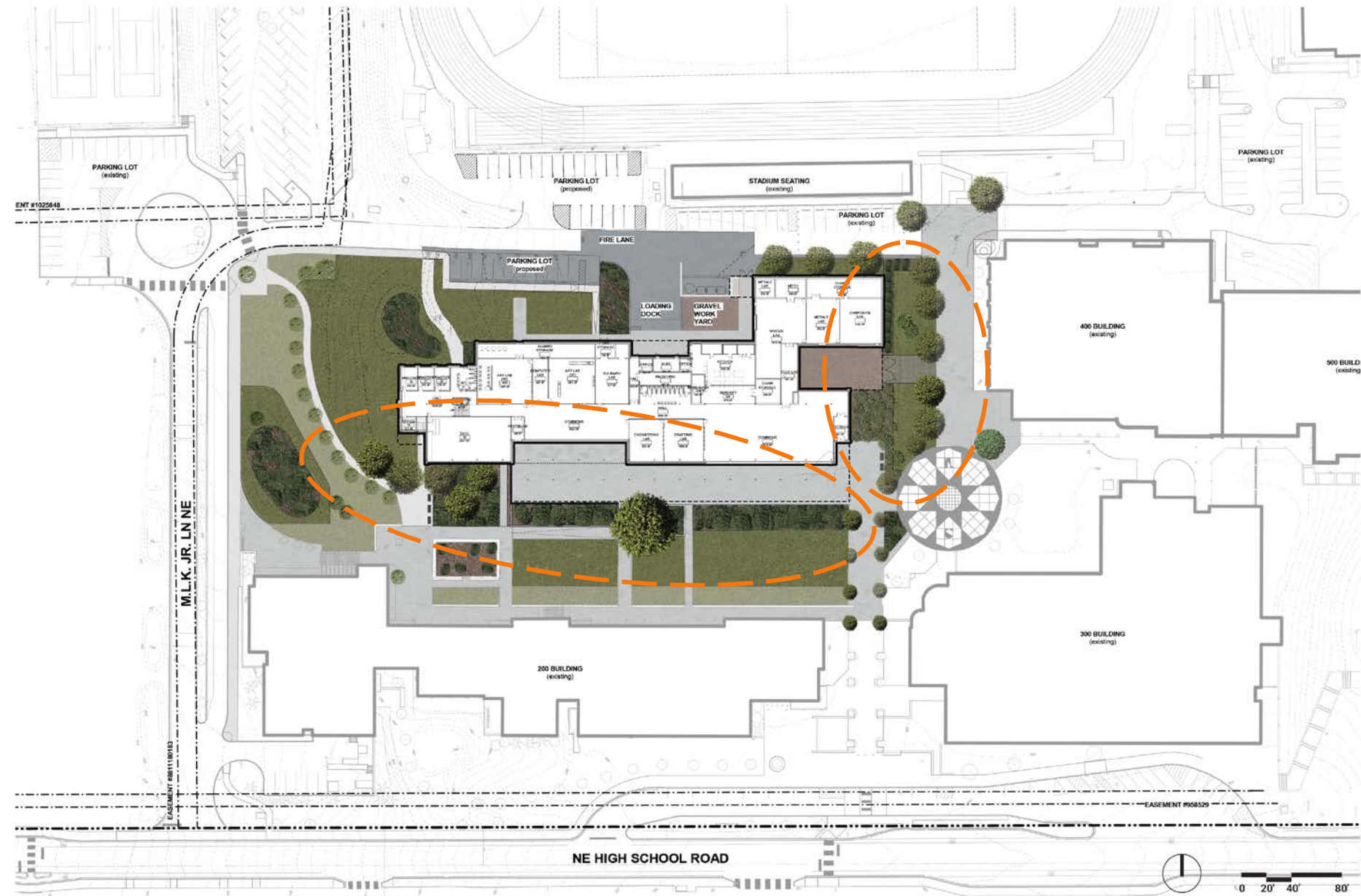
Response to Design Guideline 8



Design Guideline 9

Encourage public pedestrian passageways and vegetation between buildings.

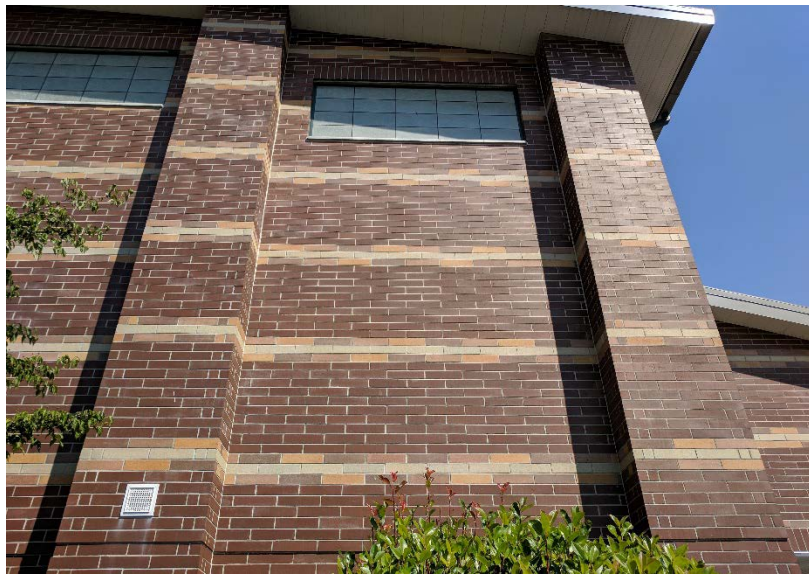
Response to Design Guideline 9



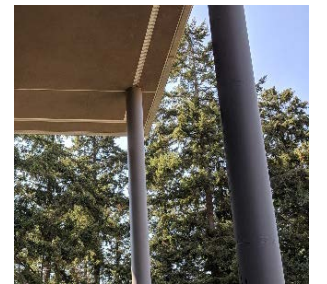
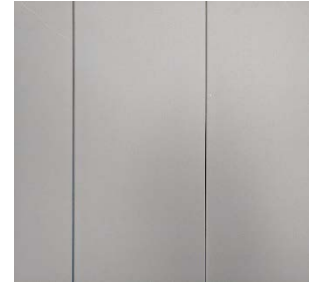
Design Guideline 10

Building designs should respond to nearby buildings that meet the upgraded design standards by using shared elements, materials or massing.

Response to Design Guideline 10



Response to Design Guideline 10



Response to Design Guideline 10



Response to Design Guideline 10



Response to Design Guideline 10



Design Guideline 11

Signage, corporate colors and other icons of the business may not dominate the exterior of the building. including canopies and separate outdoor structures covering activities associated with the business. Color should be used to express changes in detail or material but exterior building or structure colors may not be used as signs, or the extension of signs. When businesses are sold or tenants are changed, any sign modification shall trigger this requirement.

Response to Design Guideline 11

Wayfinding only
Safety and security

Design Guideline 12

Where a drive through facility is allowed, drive throughs must be in conjunction with a parking lot that serves the same business, must be to the side or rear of the building and should not be visible from public streets. Drive throughs should consist of no more than a single vehicle lane.

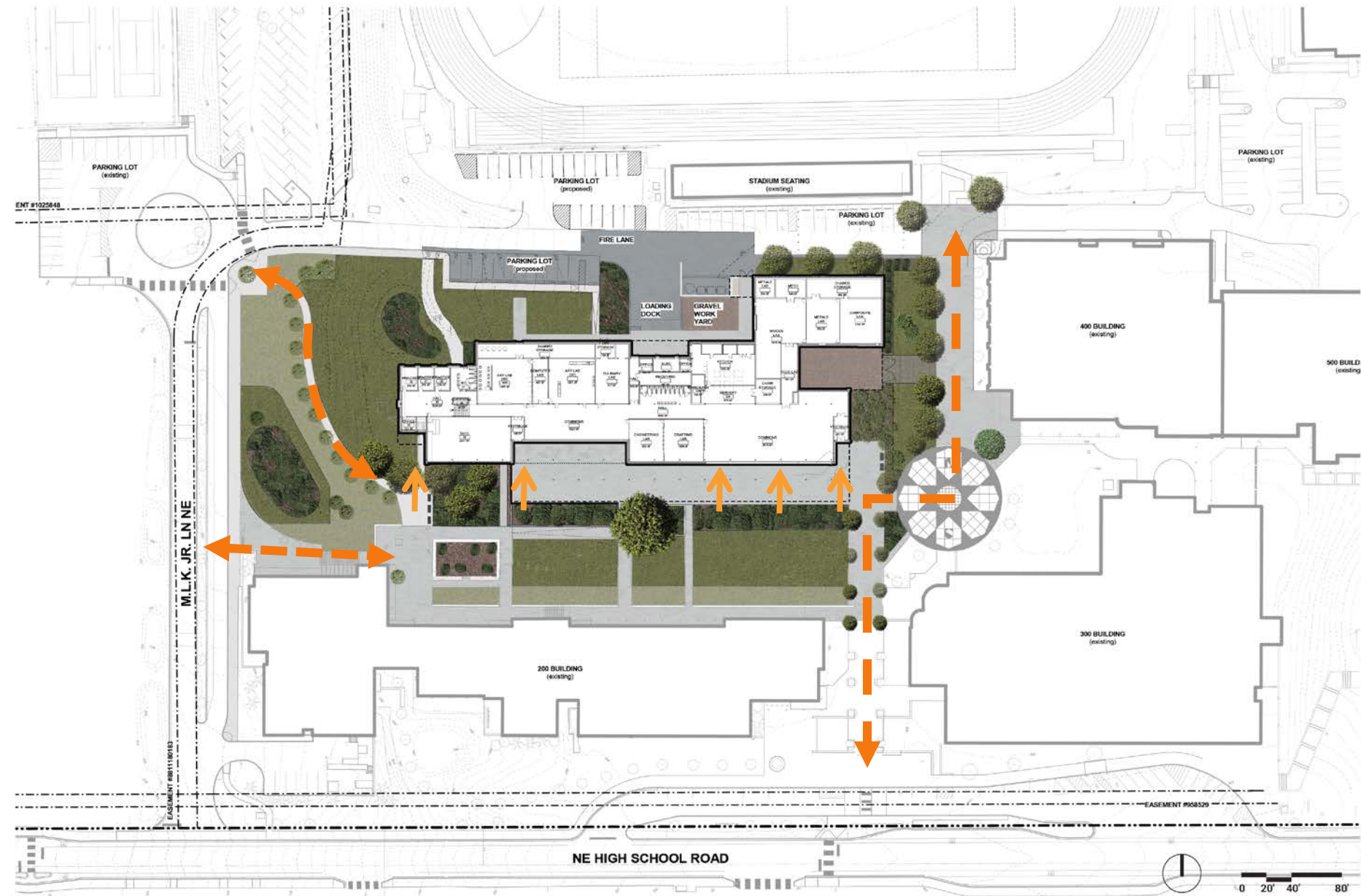
Response to Design Guideline 12

N/A

Design Guideline 13

Provide multiple entrances along streets. Pedestrian passageways are encouraged.

Response to Design Guideline 13



Design Guideline 14

Recessed entries and/or overhead weather protection above the sidewalk entrances shall be used.

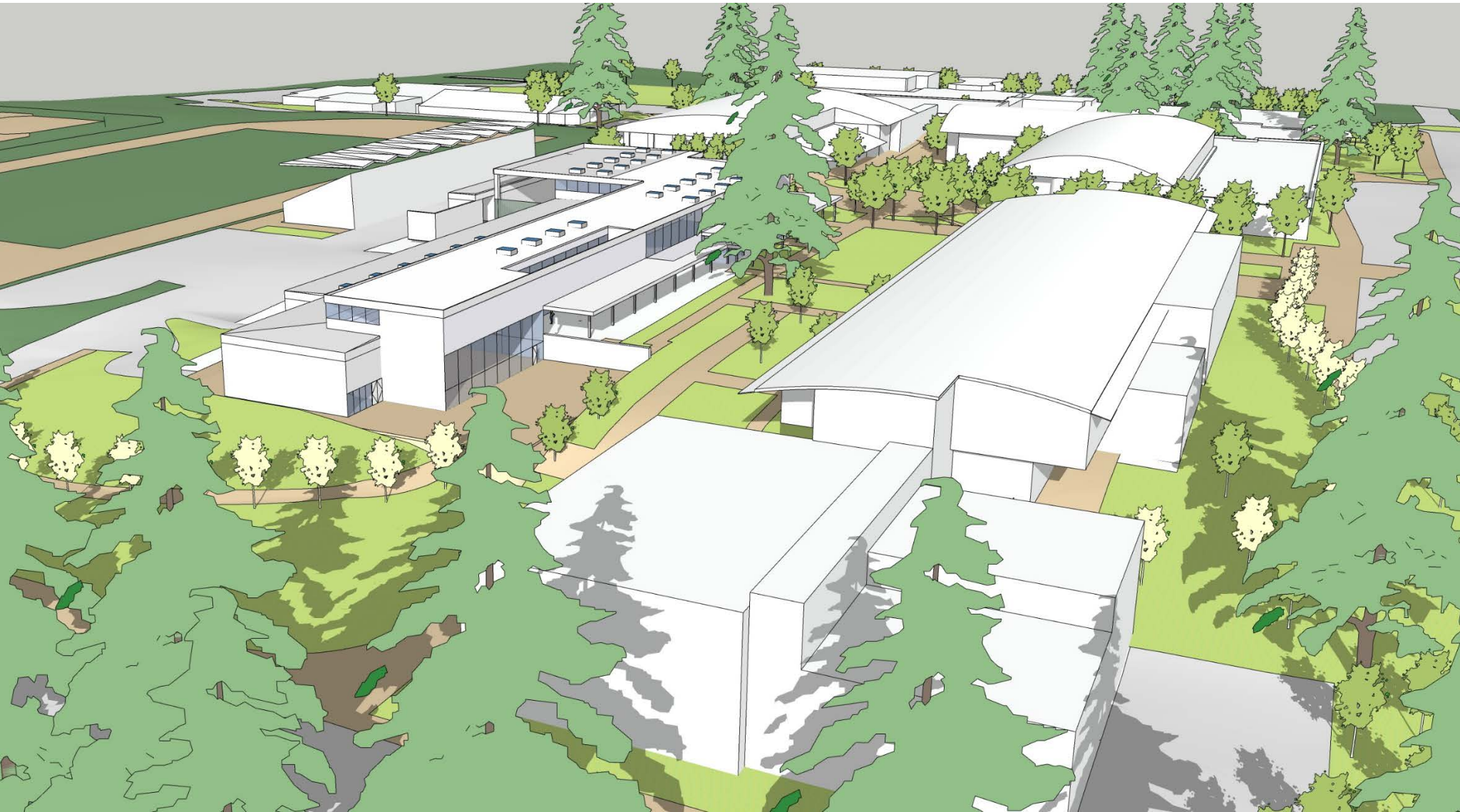
Response to Design Guideline 14



Design Guideline 15

Buildings in excess of a 10,000 square foot footprint should be visually split into two or more distinct elements.

Response to Design Guideline 15



Considerations Outside Design Guidelines

Approach to Memorials on Campus

Soldiers' Memorial

Approach to Memorials, Soldiers' Memorial

