

Call to Order (Attendance, Agenda, Ethics)
Old Mill Place Properties ([PLN51072 PRE](#))
Winslow Hotel ([PLN50880 SPR/CUP](#))
Conceptual Design Consultation Process Review
New/Old Business
Adjourn

Call to Order (Attendance, Agenda, Ethics)

Chair Alan Grainger called the meeting to order at 2:00 PM. Design Review Board Members in attendance were Carl Yurdin, Jane Rein, Jason Wilkinson and Jim McNett. Peter Perry was absent and excused. City Council member Ron Peltier was present. City staff present were Olivia Sontag Planner, Heather Wright Planning Manager and Administrative Specialist Carla Lundgren who recorded and prepared minutes.

The agenda was reviewed, and no conflicts were disclosed.

Motion: I am making a motion that Joseph Dunstan become the Chair for 2019.

Grainger/Rein: Motion passed unanimously.

Approval of Minutes: November 5, 2018

Motion: I move to approve the November 5th minutes.

Rein/Yurdin: Motion passed unanimously.

Approval of Minutes: November 13, 2018

Motion: I move to approve the November 13th minutes.

Grainger/Yurdin: Motion passed unanimously.

Old Mill Place Properties ([PLN51072 PRE](#))

Project Manager: Olivia Sontag

Seeking feedback prior to submittal

Key concerns/suggestions:

- Addressing vehicle access, bike route and sidewalks
- Replacing/maintaining the wood boardwalk at front of building
- Material of handrail

Winslow Hotel (PLN50880 SPR/CUP)

Project Manager: Olivia Sontag

Seeking DRB recommendation

The DRB asked the applicant to return on January 7, 2019 in order to have more time to review each required checklist.

Conceptual Design Consultation Process Review

Heather Wright, Planning Manager (*Discussion Only*)

New/Old Business

BHS Bldg 100 Replacement – Reviewed completed Landscape Plan

Motion: I would make a motion to approve the Site Plan of the building with two concerns. One is the final memorial location and design of it. The second is further articulation of the eastern wall in addition to the landscaping.

Dunstan/McNett: Motion passed unanimously.

The DRB members agreed to reschedule the upcoming meetings that land on holidays:

January 21, 2019 & February 18, 2019

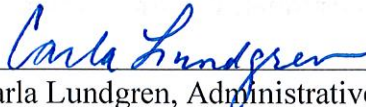
Special Meetings are now scheduled on January 22, 2019 and February 20, 2019.

Adjourn

The meeting adjourned at 5:10 PM.

Approved by

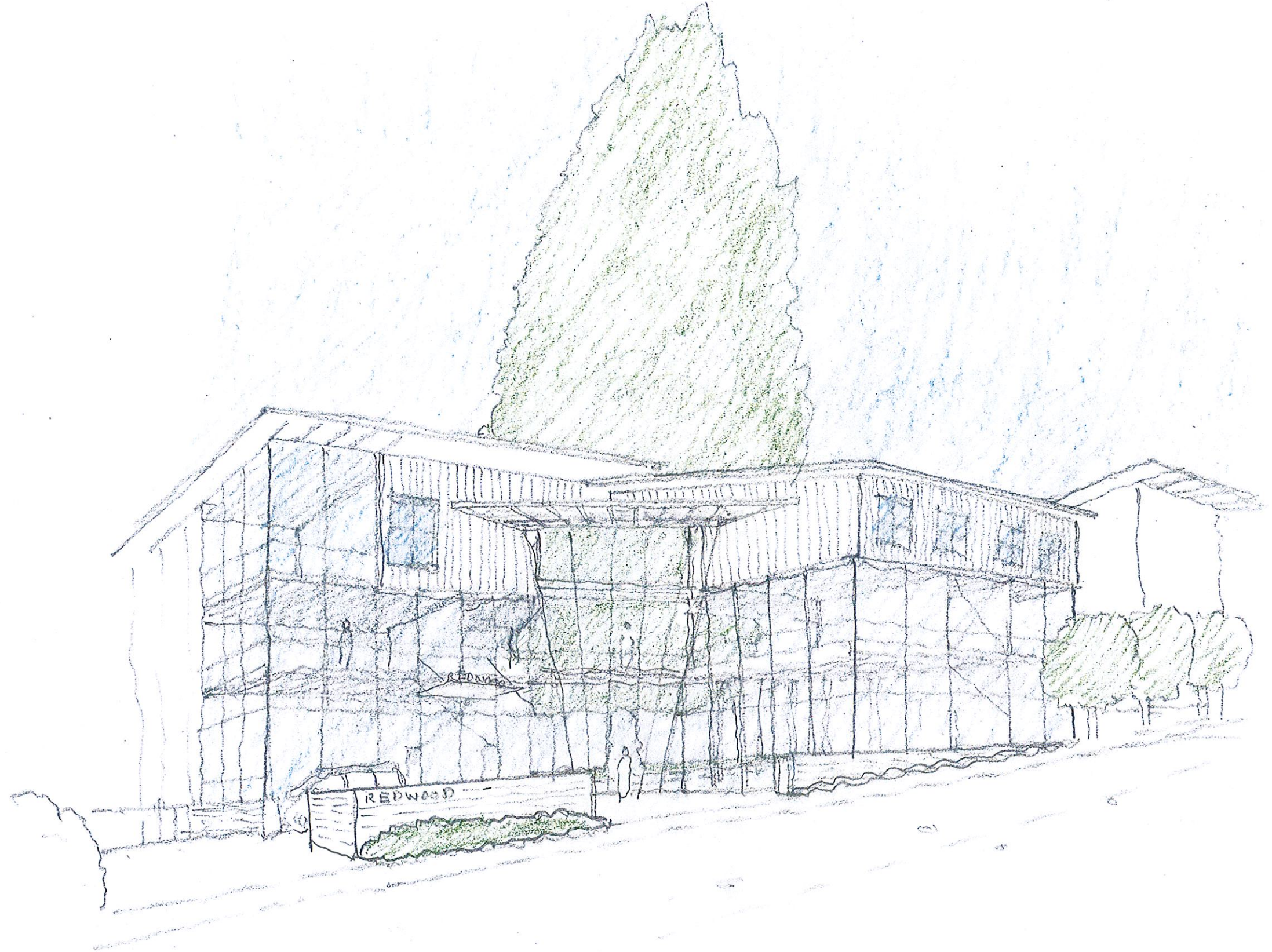

Joseph Dunstan, Acting Chair

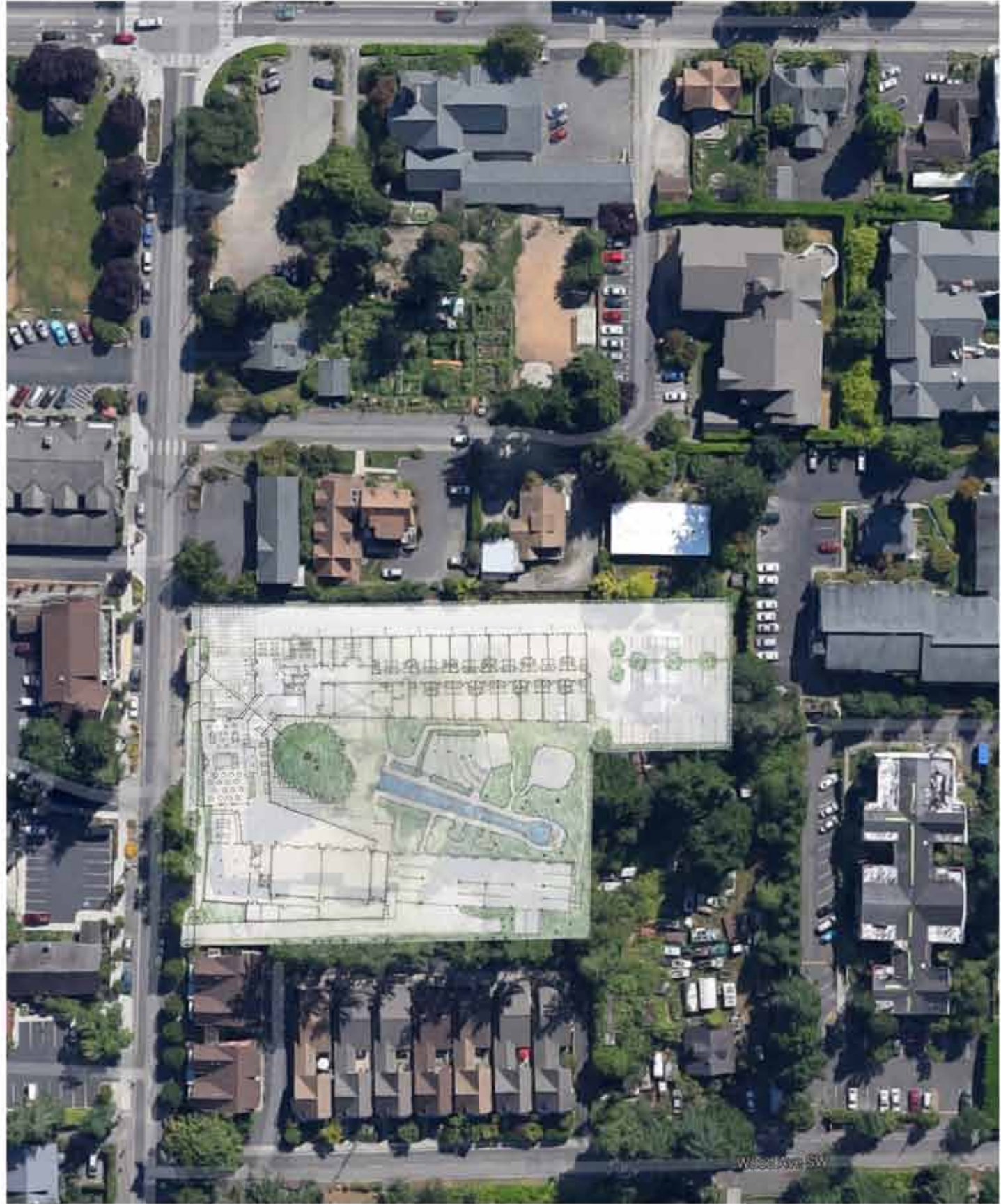

Carla Lundgren, Administrative Specialist



PLEASE PRINT

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Aerial with site plan



Winslow Figure Ground



Ground floor site plan

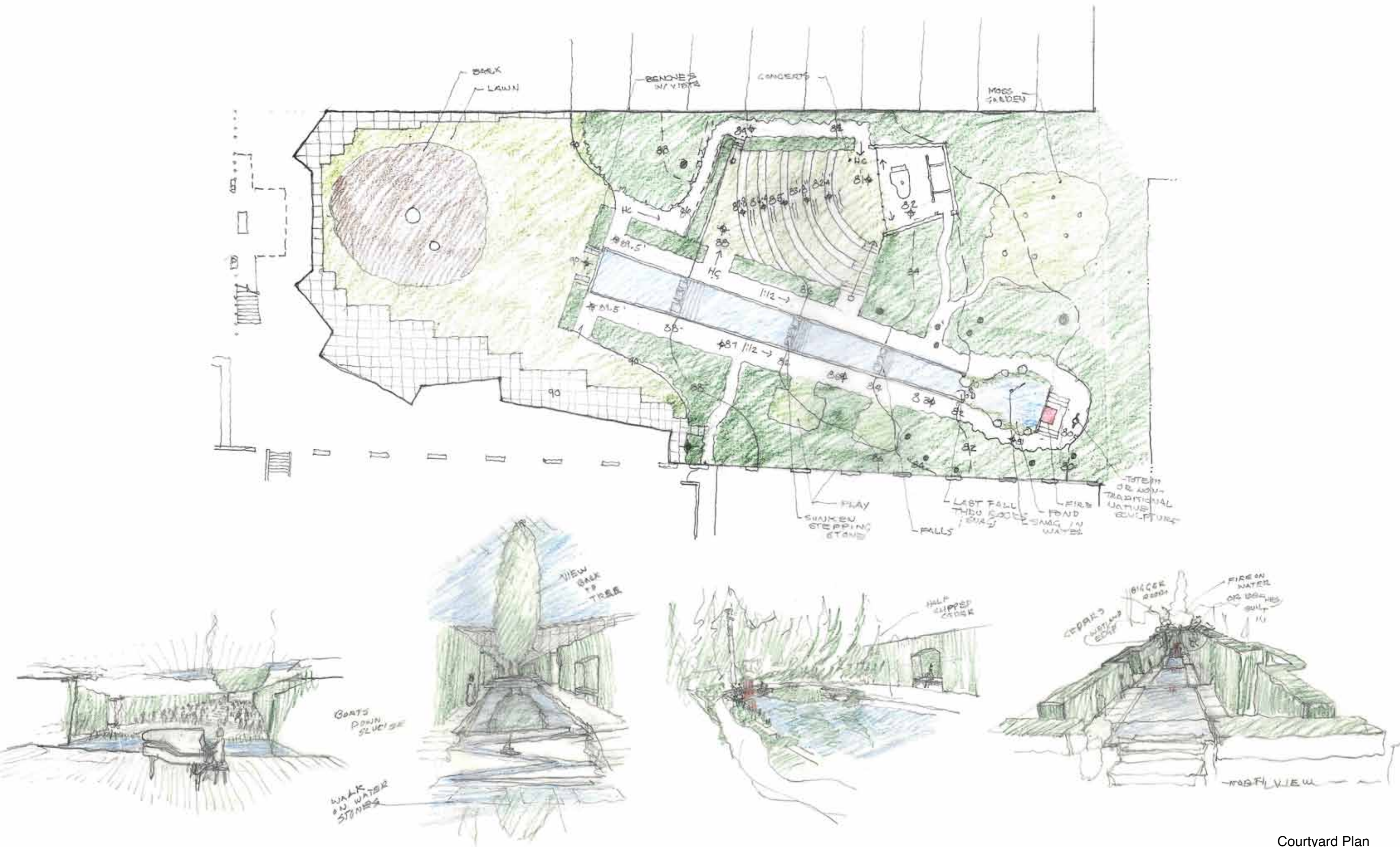


Eastern neighbors



Western neighbors

Neighbors to East and West



Courtyard Plan



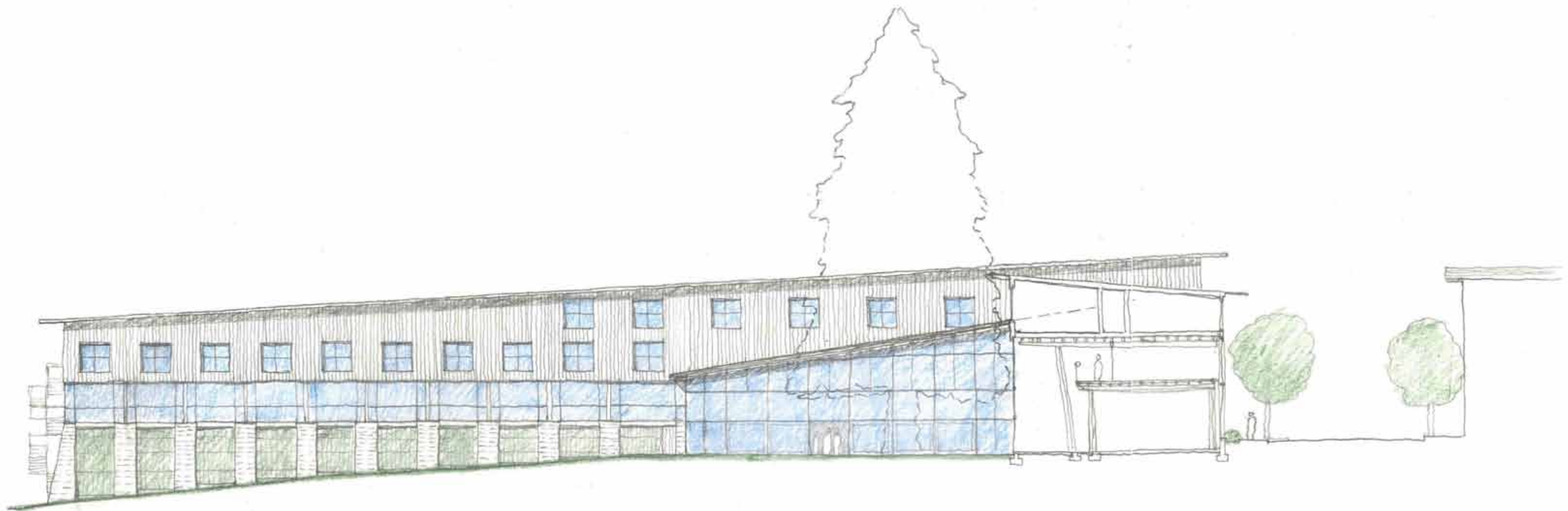
Entry perspective



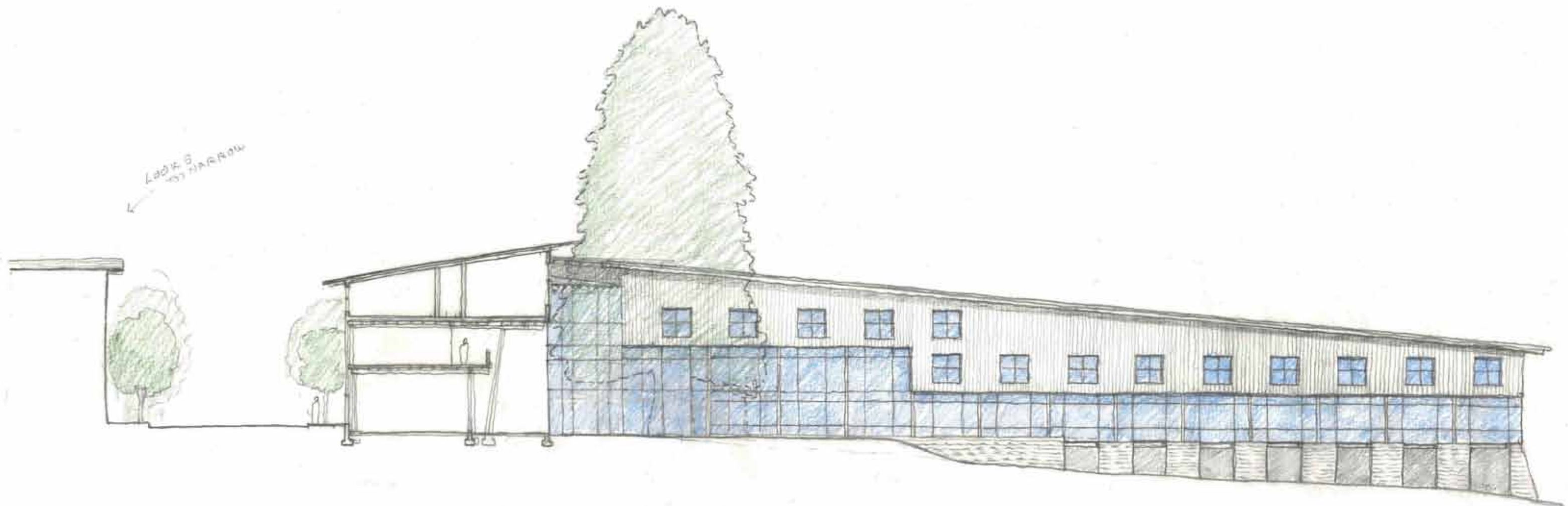
Entry close-up



North Elevation with neighbors



Section looking West



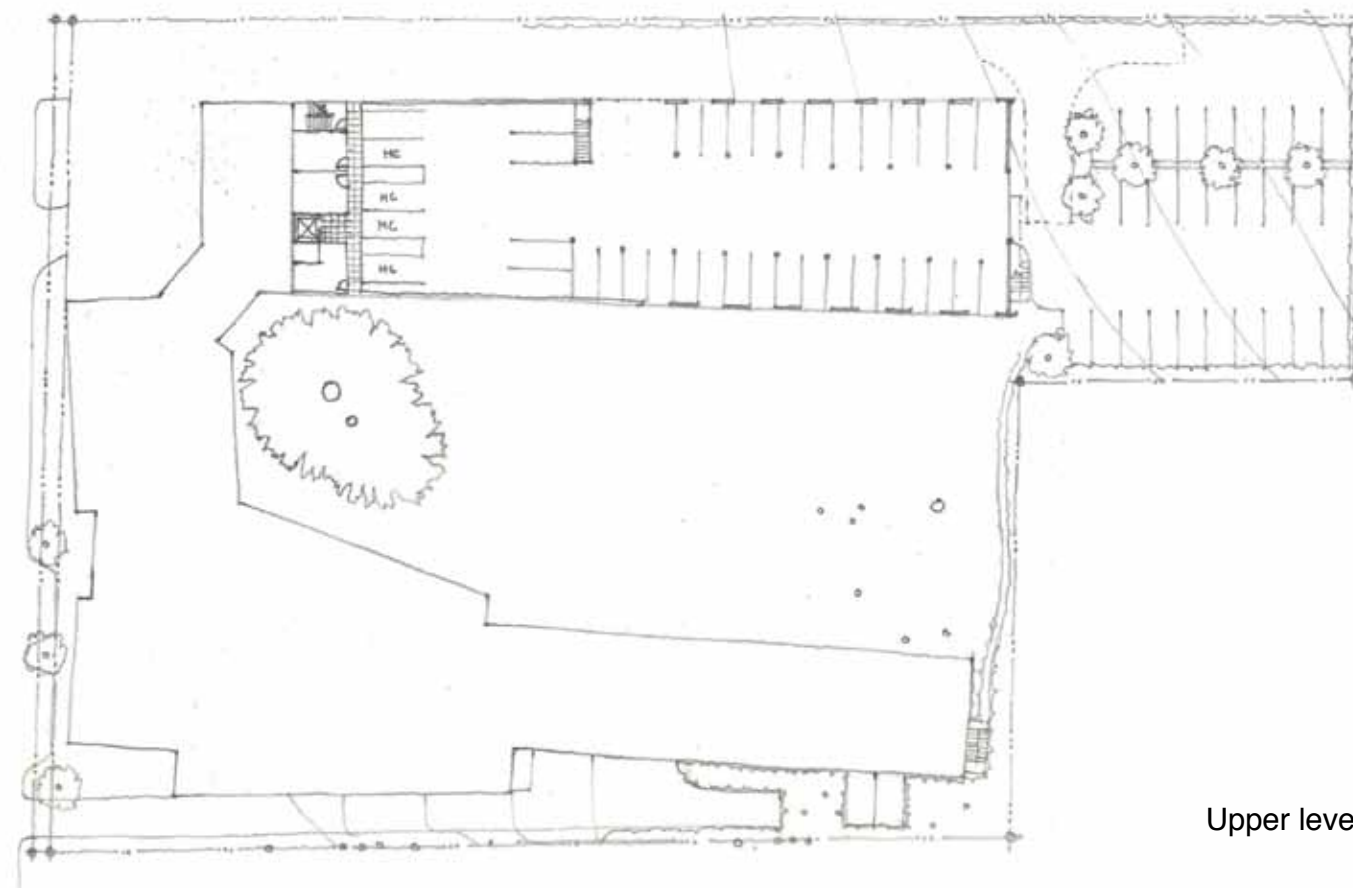
Section looking East



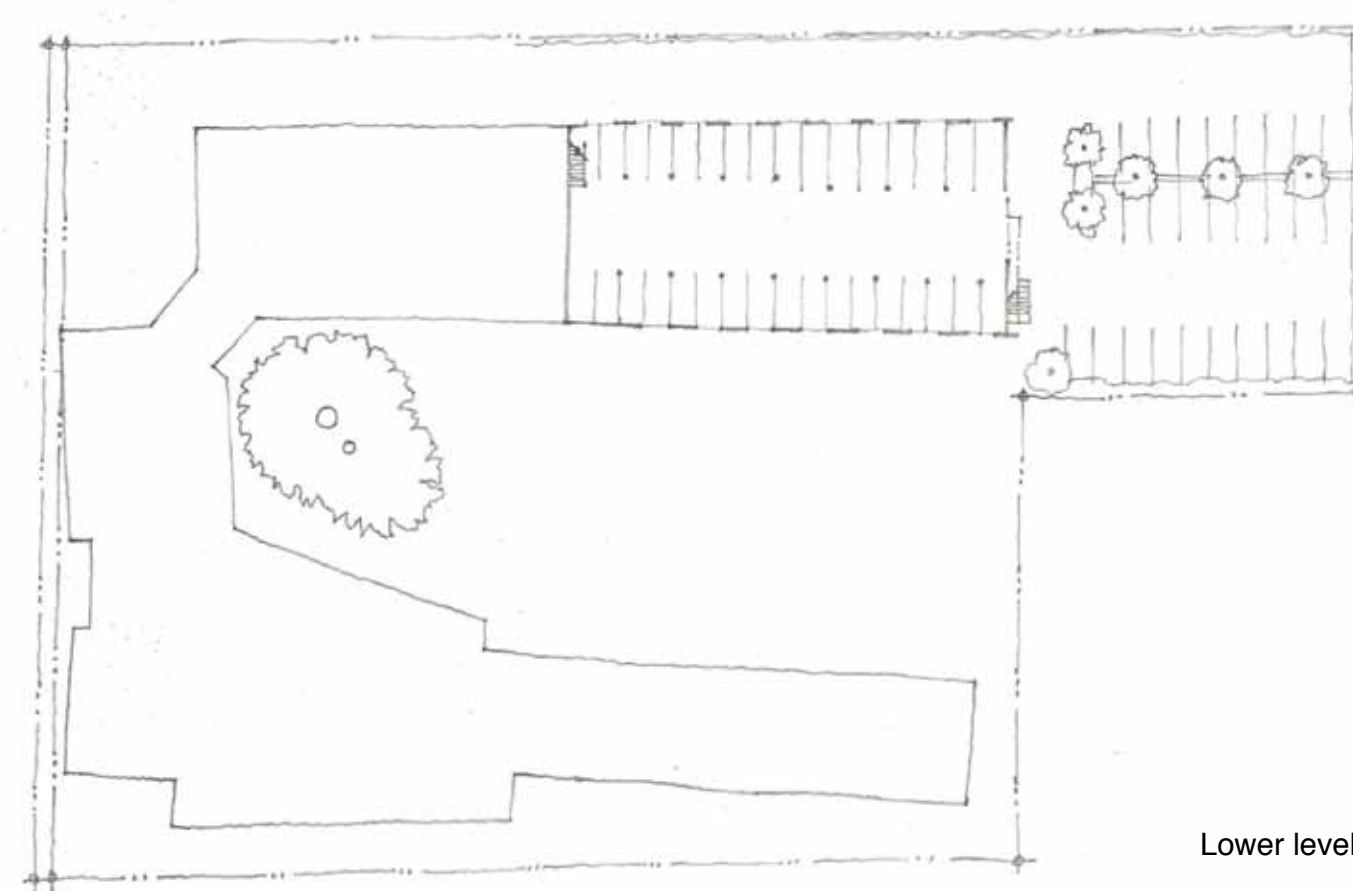
East Elevation



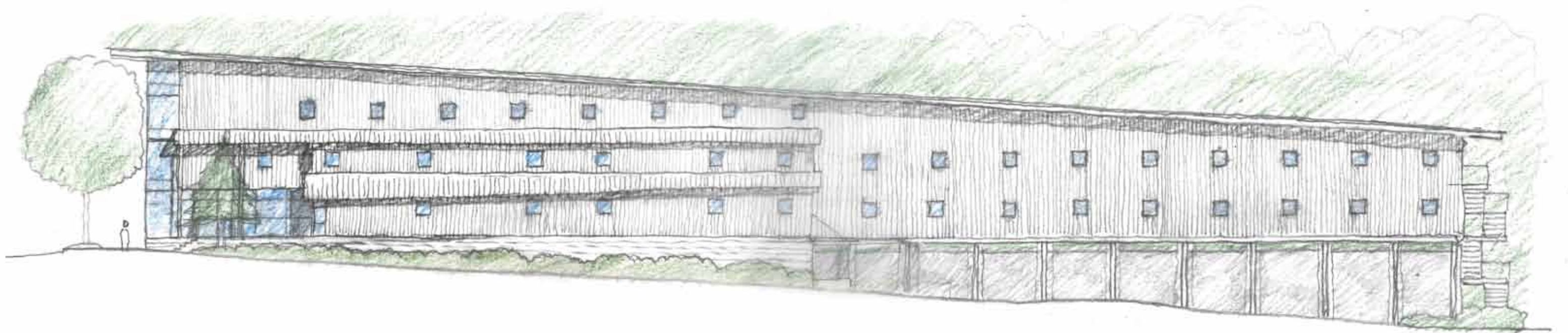
East Elevation Parking Alternative



Upper level



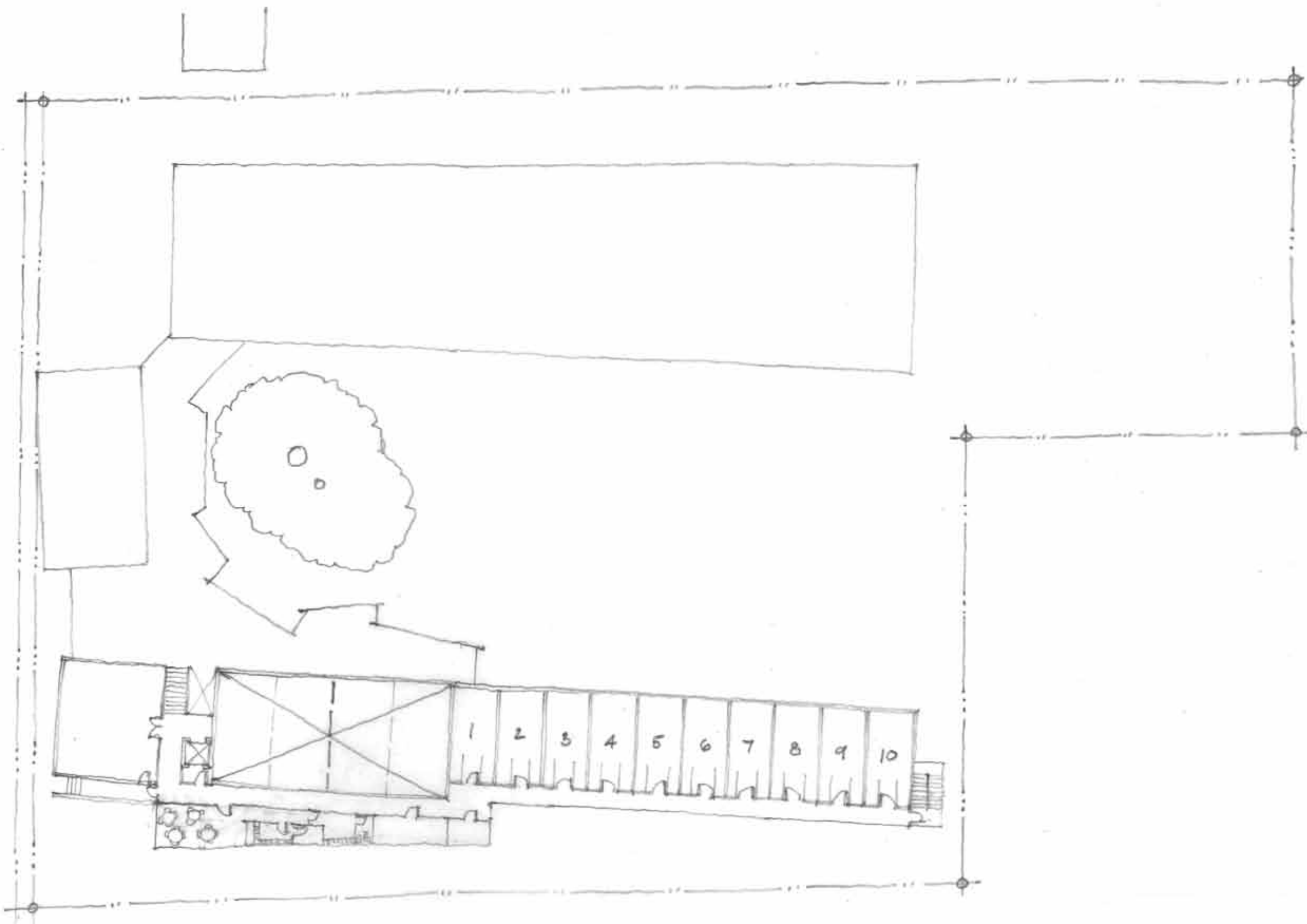
Lower level

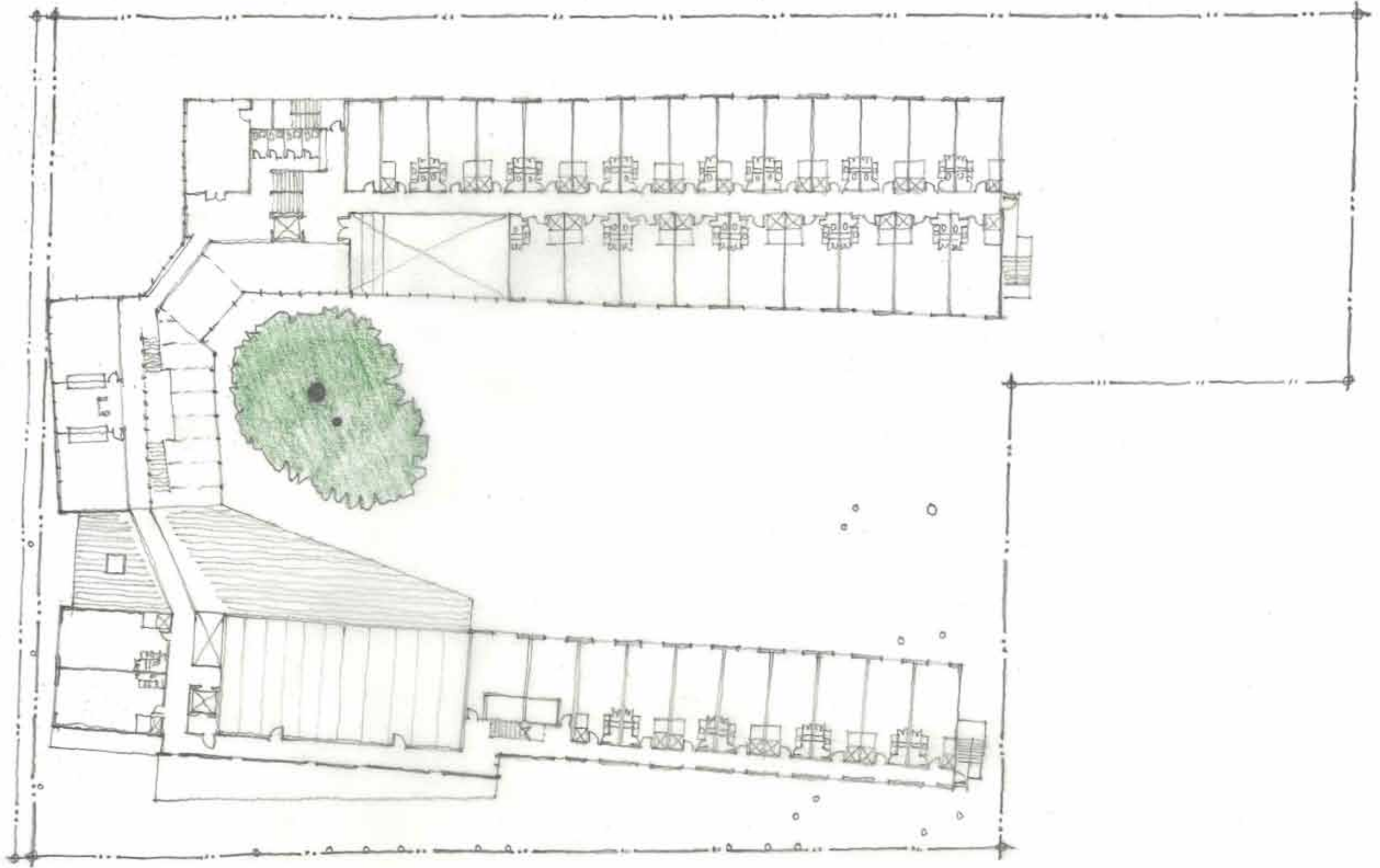


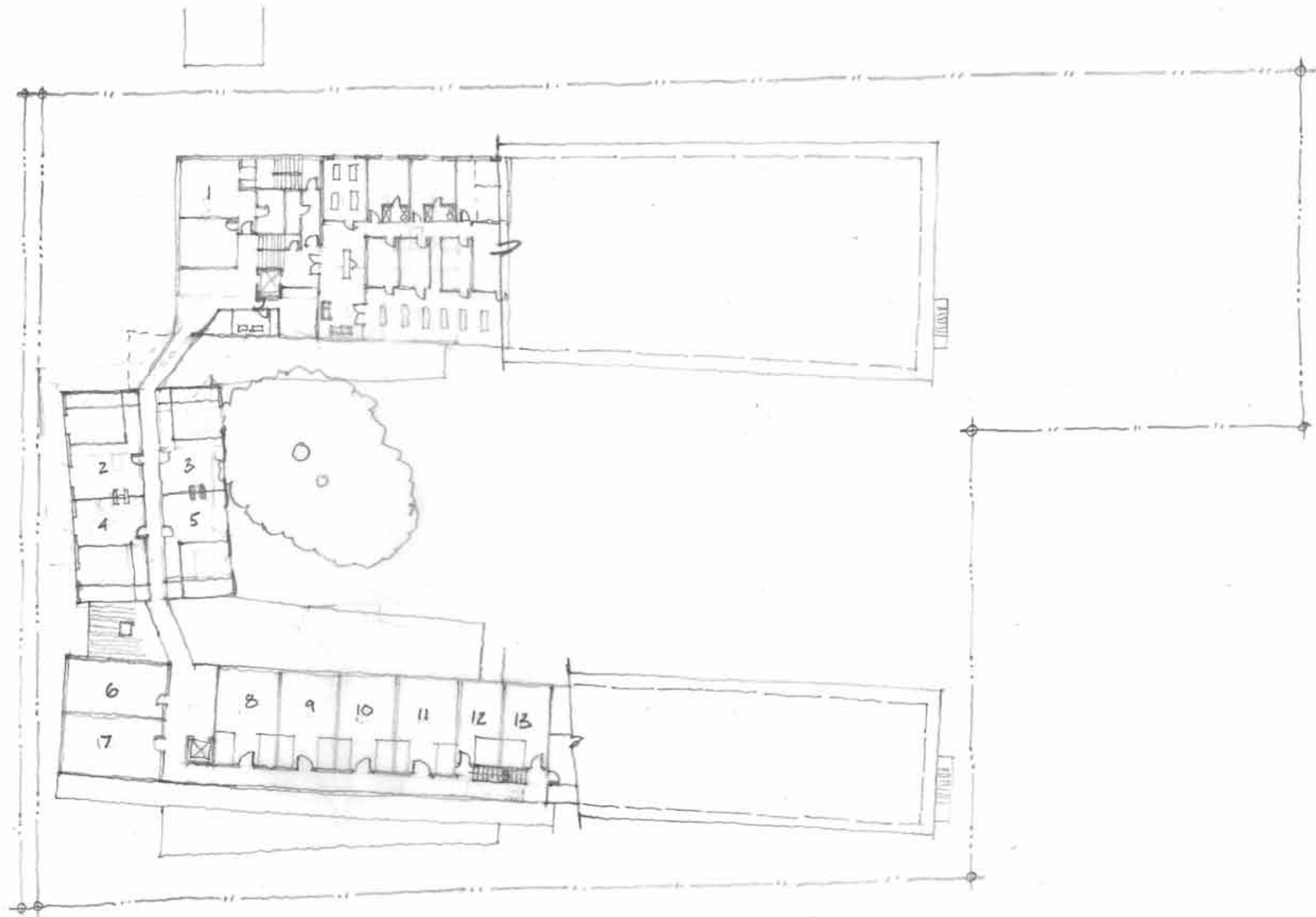
West Elevation

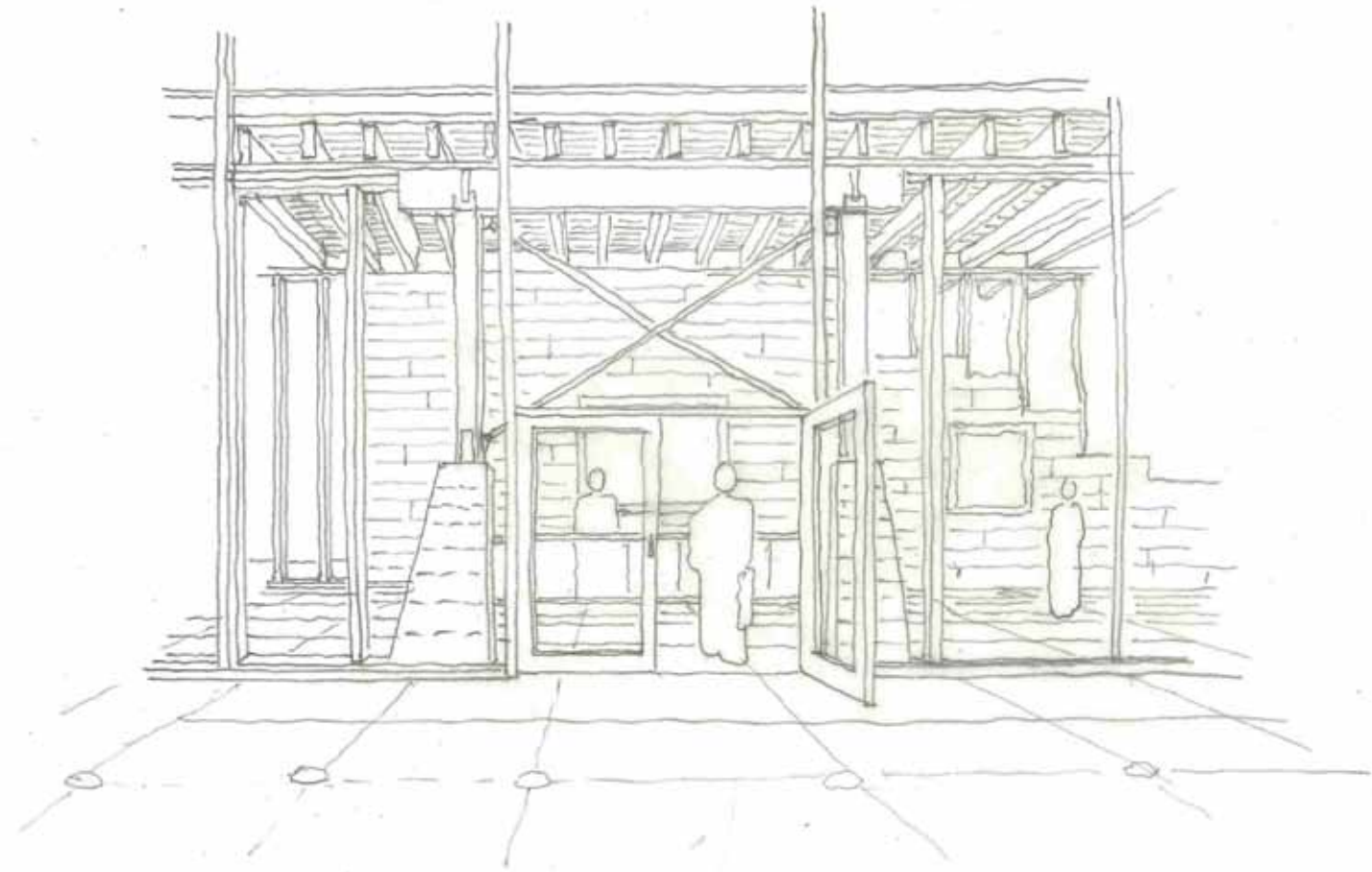
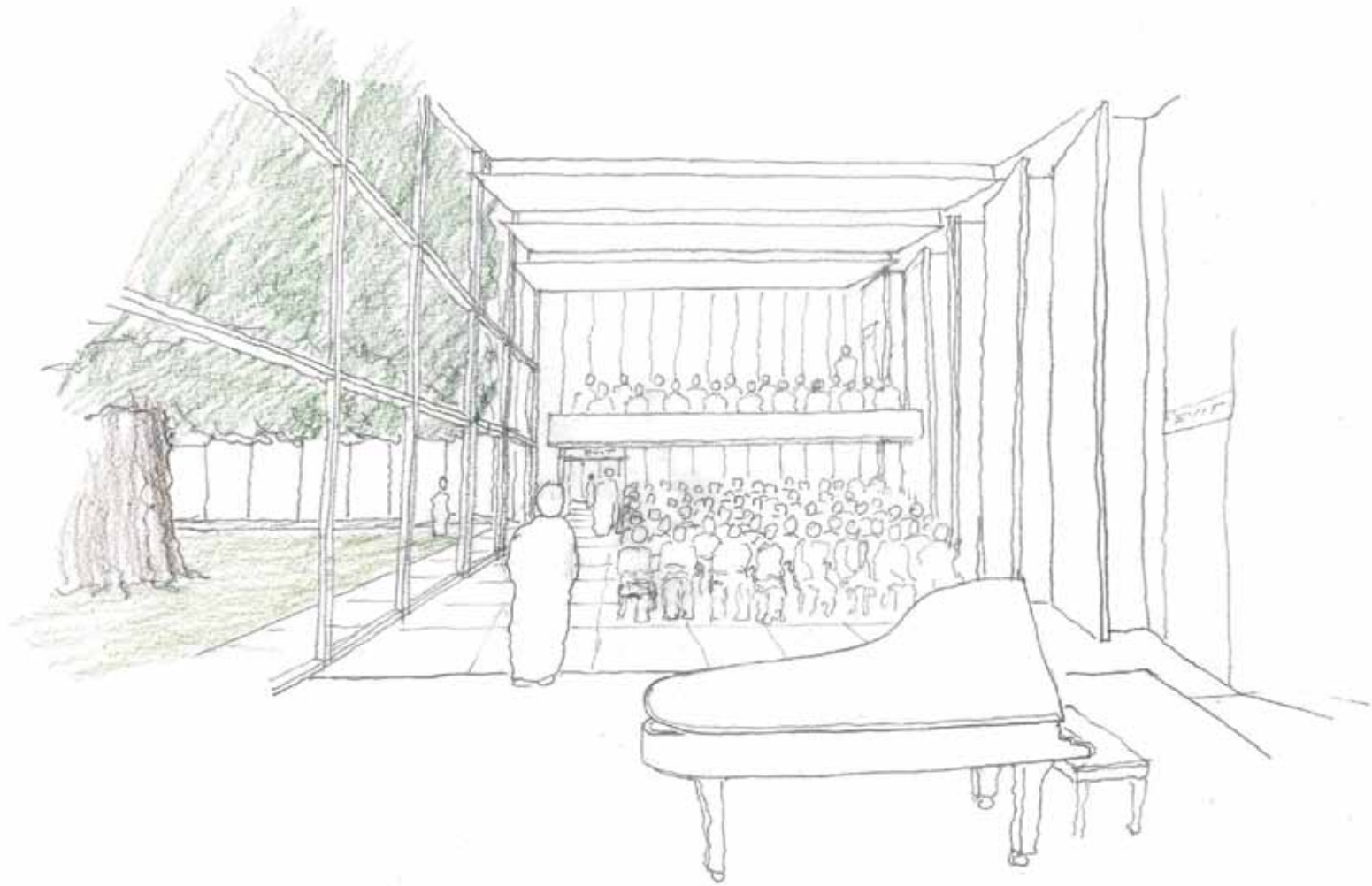


South Elevation

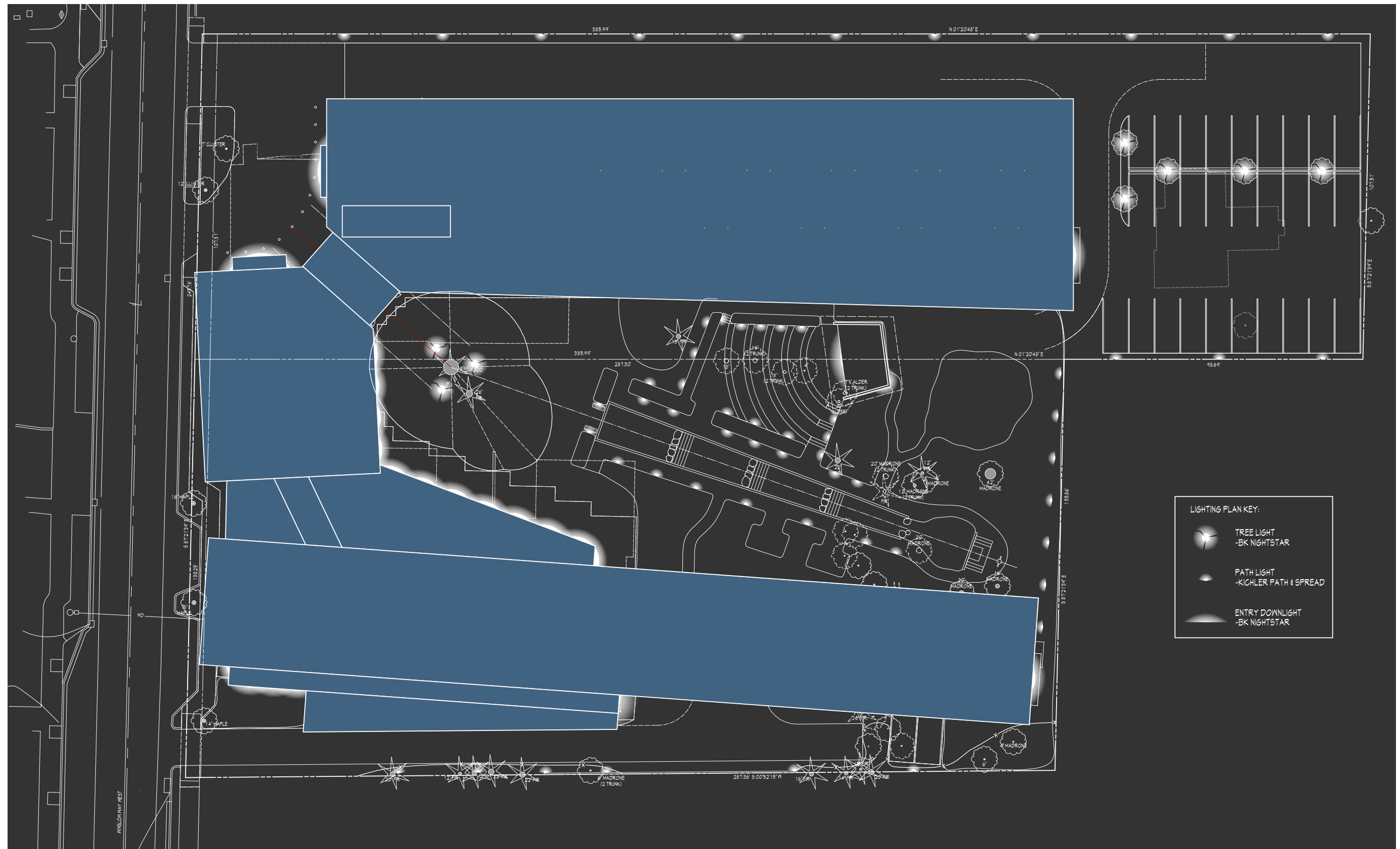




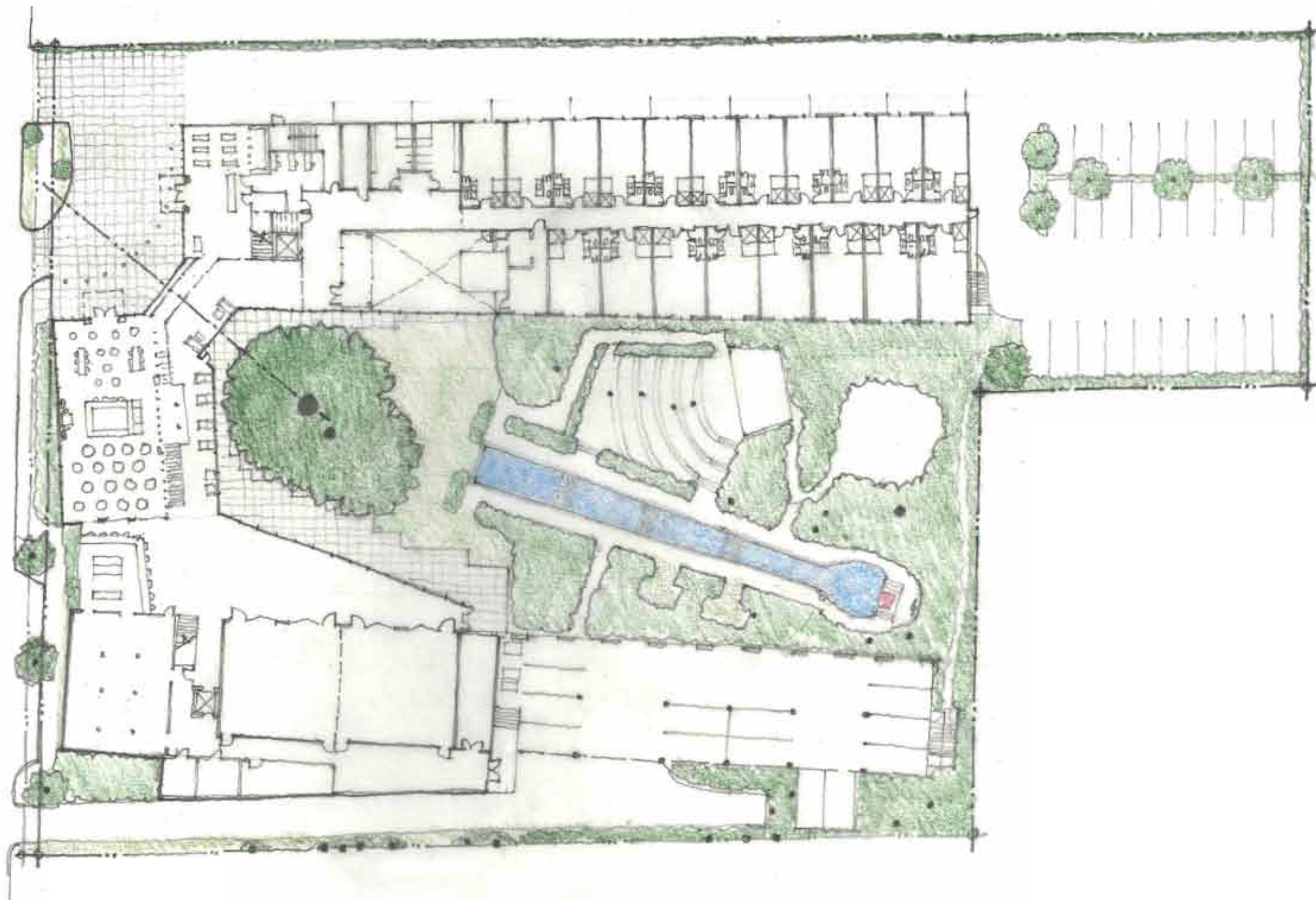




Two perspectives



Lighting Plan



MOUNTAIN ASH



SALAL



OREGON GRAPE



RHODODENDRON



YEW HEDGE



YEW HEDGE



KINNIKINNICK



OXALIS



COASTAL STRAWBERRY



GRASS



DOUGLAS FIR



CEDAR

Review Procedures – Proposal Stage. Review of **site plan and design review** proposals shall include all of the following:

1. **Conceptual Proposal Review Meeting.** The conceptual proposal review meeting is a means of screening proposals in their earliest stages of design before proponents are committed to a particular design. The conceptual proposal meeting is an opportunity to ensure that the proponent understands the **objectives of the review process, design guidelines, and comprehensive plan goals and policies**. This early touch allows review bodies 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 also a means for staff to acquaint the prospective applicant with the procedural steps for subdivision review. The conceptual proposal review meeting will be held at a meeting of the **Design Review Board**. Submittal requirements are described in the Administrative Manual, and include a **statement of intent, site analysis, and context map**. An applicant may request a waiver from the conceptual proposal review meeting if the applicant demonstrates knowledge and understanding of the city's permit processing procedures.

2. **Design Guidance Review Meeting.** The design guidance review meeting is intended to provide input and guidance to an applicant on consistency with applicable **design guidelines and comprehensive plan goals and policies, including recommendations for how the project could be revised to achieve greater consistency**. The applicant should also make known the potential need and rationale for any departure from the design guidelines or the City of Bainbridge Island Design and Construction Standards and Specifications. The design guidance review meeting will be held at a meeting of the **Design Review Board**. Requirements are described in the Administrative Manual and include a **schematic design and completed design guidelines checklist**.

3. **Preapplication Conference.** The applicant shall participate in a preapplication conference in accordance with the provisions and requirements in section 2.16.020.I of this code. As part of the preapplication phase, applicants are required to participate in a community meeting through the city's public participation program outlined in Resolution No. 2010-32, except that the community meeting shall be held at a Planning Commission meeting. **The preapplication conference application shall be provided to the Design Review Board.**

4. Review and Recommendation by Design Review Board

a. The purpose of the Design Review Board review and 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 Design Review Board at the design guidance review meeting. The Design Review Board will also consider any requested departures from the design guidelines. b. The Design Review Board will forward written findings, 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. Any condition attached to a recommendation must be intended to achieve consistency with one or more specific design guidelines. The Design Review Board's written findings will be included in the staff report transmitted to the Director or Planning Commission. c. A Design Review Board recommendation is not a final decision and therefore there is no appeal of the recommendation.

Review Procedures – Proposal Stage. Review of long subdivision proposals shall include all of the following:

1. **Conceptual Proposal Review Meeting.** The conceptual proposal review meeting is a means of screening long 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 that the proponent understands the objectives of the review process, design guidelines, and comprehensive plan goals and policies. This early touch allows review bodies 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 also a means for staff to acquaint the prospective applicant with the **procedural steps for subdivision review.** The conceptual proposal review meeting will be held at a meeting of the **Design Review Board.** Submittal requirements are described in the **Administrative Manual, and include a statement of intent, site analysis, and context map.** An applicant may request a waiver from the conceptual proposal review meeting if the applicant demonstrates knowledge and understanding of the city's permit processing procedures.

2. **Design Guidance Review Meeting.** The design guidance review meeting is intended to provide input and guidance to an applicant on consistency with applicable design guidelines and comprehensive plan goals and policies, including recommendations for how the project could be revised to achieve greater consistency. The applicant should also make known the potential need and rationale for any departure from the design guidelines or the City of Bainbridge Island Design and Construction Standards and Specifications. The design guidance review meeting will be held at a meeting of the **Design Review Board.** Submittal requirements are described in the Administrative Manual and include **documentation of the four-step design process, schematic design, and completed subdivision design guidelines checklist.** The four-step design process includes:

a. **Delineate Natural Space.** The applicant shall prioritize natural resources on the site in terms of their highest to least appropriateness for inclusion in the proposed natural area. On the basis of those priorities and practical considerations given to the site's configuration, its context in relation to natural areas on adjoining and neighboring properties, and the applicant's subdivision objectives, natural space shall be delineated in a manner clearly indicating boundaries as well as the types of resources. The amount of natural space required is provided in 17.12 BIMC.

b. **Locate Homesites and Community Space.** After delineating natural space, homesite areas and community space shall be identified (a "sketch" diagram is acceptable), using the site analysis and context maps produced for the conceptual proposal review meeting as a base map. The amount of community space required is provided in 17.12 BIMC.

c. **Define Access.** After locating the natural space, homesites, and community space, the access network shall be defined. The access network shall provide a safe, convenient, and efficient system for vehicular, pedestrian and bicycle circulation and minimize impacts on proposed natural space.

d. **Draw Lot Lines.** Upon completion of the preceding three steps, draw lot lines to delineate the boundaries of individual lots.

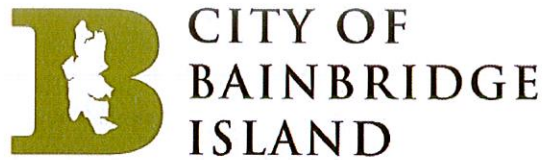
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b. The Design Review Board will forward written findings, their determination of the project's consistency with the design guidelines, the design guideline checklist, and their recommendation, including any conditions, to the staff planner. Any condition attached to a recommendation must be intended to achieve consistency with one or more specific design guidelines. The Design Review Board's written findings, conclusions, and recommendation will be included in the staff report transmitted to the Director or Planning Commission.

c. A Design Review Board recommendation is not a final decision and therefore there is no appeal of the recommendation.



DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

MEMORANDUM

DATE: December 17, 2018

TO: Design Review Board (DRB)

FROM: David Greetham, Senior City Planner

SUBJECT: Bainbridge High School Building 100 Replacement (PLN 51159 CUP/SPR)

Attached please find reduced size plan sheets for the **Bainbridge High School Building 100 Replacement** proposal. These are excerpted from the School District's November 2018 land use application plan set.

Background

Following the third "pre-ap" review on November 5, 2018, the DRB indicated a desire to approve the project, however further landscape detail was needed with a special focus on the eastern wall of the proposed building. The attached sheets indicate the conceptual landscape plan for that location.

Regarding the soon to be relocated veteran's memorial currently existing on that portion of the site, the School District recently indicated they continue to work on an appropriate new location on school campus grounds but haven't yet settled on the final location.



CONDITIONAL USE PERMIT
21 NOVEMBER 2018

71 COLUMBIA / FLOOR 4
SEATTLE WA 98104
(206) 441-4151 OFFICE
(206) 441-0478 FAX

FOR REFERENCE
ONLY

**BAINBRIDGE ISLAND SCHOOL
DISTRICT
BHS BUILDING 100
REPLACEMENT**

MARK	DATE	DESCRIPTION
ISSUE DATE	21 NOVEMBER 2018	
ISSUE	CONDITIONAL USE PERMIT	
PROJECT NO.	2018015-00	
ISSUED AT:	ANDOR	
COPIED AT:	CHESLEY	
COPYRIGHT © 2018 BY THE ANDORAN GOVT. ALL RIGHTS RESERVED.		

COVER SHEET

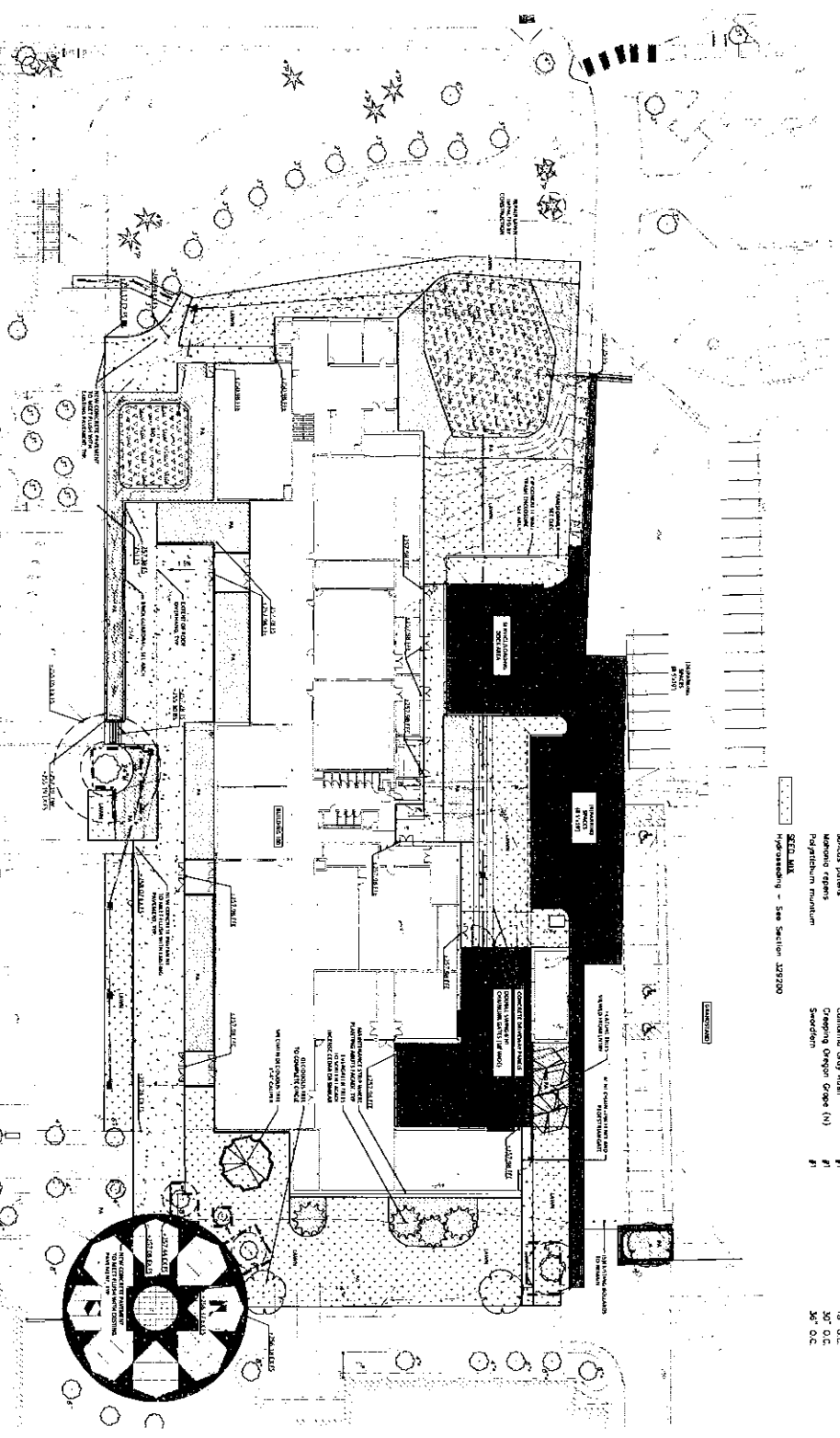
G-001

EVERGREEN	Carolina Decidua Chamaecyparis obtusa 'Conica' x Cupressus leylandii Noble's Blue	Invasive Cedar Himal. Cypress Noble's Blue Cypress	6-8' H 6-8" H 6-8" H	As Shown As Shown As Shown
DECAPODUS	Carex flacca Lobelia spicata	Kidney Tulip Tree	8-10' 3" cal 8-10' 3" cal	As Shown As Shown
SPECIMEN	Malus spicata	Downy Rosewood	6-8' H	As Shown

PLANT BEDS - max include the following plant materials to be located based on microclimate.

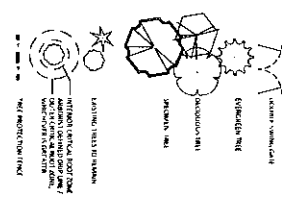
SERIES	Carolina Decidua Chamaecyparis obtusa 'Conica' x Cupressus leylandii Noble's Blue	Reddy Red-Twig Dogwood Dwarf Burning Bush Sedum Mt. Vernon English Laurel	#2 #3 #1 #2	30' D.C. 5' O.C. 30' O.C. 30' O.C.
DECAPODUS	Carex flacca Lobelia spicata	Hollyhock California Gray Rush Creeping Oregon Grape (N)	#1 #1 #1	1' O.C. 18' O.C. 30' O.C.
DECAPODUS	Carex flacca Lobelia spicata	Reddy Red-Twig Dogwood Dwarf Burning Bush Sedum Mt. Vernon English Laurel	#2 #3 #1 #2	30' D.C. 5' O.C. 30' O.C. 30' O.C.

SECTION MAX
 spacing = See Section 30500



LEGEND

CONCRETE PAVEMENT	1" O.C.
GRAVEL	5' O.C.
ASPHALT	30' O.C.
1" O.C. (1" O.C. MIN. 1" O.C. MAX.)	30' O.C.
1" O.C. (1" O.C. MIN. 1" O.C. MAX.)	30' O.C.
1" O.C. (1" O.C. MIN. 1" O.C. MAX.)	30' O.C.



ABBREVIATIONS

1" O.C.	1" O.C.
5' O.C.	5' O.C.
30' O.C.	30' O.C.
1" O.C.	1" O.C.
5' O.C.	5' O.C.
30' O.C.	30' O.C.

mahum

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 SEATTLE, WA 98104
 (206) 461-4131
 (206) 461-4131 FAX
 1431 NW MONT SLOTT 122
 PORTLAND, OR 97209
 (503) 244-0931 FAX
 MARCH 1997

CASCADE
 DESIGN
 COLLABORATIVE



BARRIDGE ISLAND SCHOOL
 BPS BUILDING
 REPLACEMENT
 300 NE 100 STREET, SE
 BARRIDGE ISLAND, WA 98148

DATE: 27 NOVEMBER 2013
 DRAWN BY: [Name]
 CHECKED BY: [Name]
 PROJECT NAME: BARRIDGE ISLAND SCHOOL
 PROJECT NO: [Number]
 SHEET NO: [Number]
 LAYOUT PLAN



L-100