



**Design Review Board
Regular Scheduled Meeting
Monday, October 7, 2019
2:00 – 5:00 PM
Council Conference Room
280 Madison Ave N
Bainbridge Island, WA 98110**

AGENDA

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|---------|---|
| 2:00 PM | Call to Order (Attendance, Agenda, Ethics) |
| 2:05 PM | Approval of Minutes
August 19, 2019
September 16, 2019 |
| 2:10 PM | 424 Winslow Way (PLN51577)
Project Manager: Olivia Sontag
Conceptual Review |
| 3:10 PM | 261 Ericksen (PLN51561)
Project Manager: Olivia Sontag
Conceptual Review |
| 4:10 PM | New/Old Business |
| 4:15 PM | Adjourn |

Call to Order (Attendance, Agenda, Ethics)
Review and Approval of Minutes – August 5, 2019
Discuss DRB McDonald's Memo
Bainbridge Historical Museum ([PLN51540](#))
New/Old Business
Adjourn

Call to Order (Attendance, Agenda, Ethics)

Chair Joseph Dunstan called the meeting to order at 2:00 PM. Design Review Board members in attendance were Peter Perry, Jane Rein, Michael Loverich, Shawn Parks, Laurel Wilson and Todd Thiel. City Staff present were Interim Planning & Community Development Director Heather Wright, Interim Planning Manager David Greetham and Administrative Specialist Jane Rasely who monitored recording and prepared minutes.

The agenda was reviewed. Michael Loverich disclosed his family had a long history of association with the Bainbridge Island Historical Museum.

Review and Approval of Minutes – August 5, 2019

Motion: I move to approve.

Rein/Perry: Passed Unanimously

Discuss DRB McDonald's Memo

Interim Planning & Community Development Director Heather Wright gave a brief background on minor adjustments and why the Department asked for their input on the adjustment to the original McDonald's site plan. The Design Review Board (DRB) expressed concern over their lack of preparation/understanding for what was called a "courtesy" presentation. Of special concern were the parameters that triggered a review by the DRB. Ms. Wright stated the Department was looking at that section of code and she would ask that the minor adjustments section become part of the review process (see attached memo).

Interim Planning Manager David Greetham provided an update on the McDonald's application since the last DRB meeting.

Bainbridge Historical Museum ([PLN51540](#))

Mr. Greetham introduced the conceptual project and James Cutler (Cutler Anderson Architects) made the presentation. Preservation of the significant trees on the property was discussed and revealed as a concern to both the applicant and the DRB.

New/Old Business

The “Conceptual Meeting” as it pertained to the first meeting with the DRB was discussed. The DRB agreed they would like the meeting to be 60 minutes as opposed to the current 30 minutes. Ms. Rein advocated for the process in place but wanted to find a way to follow it in a timely manner. Ms. Wilson felt the process was backward and that projects should go through the Planning Division process before coming to the DRB. City Council Member Ron Peltier stated he felt Council would be open to amending the order of the process if Planning, the DRB and Planning Commission presented a unified consensus.

It was also mentioned that the DRB would like to have signage and lighting review added into the Design Guidelines.

Adjourn

The meeting was adjourned at 4:00 PM

Approved by:

Joseph Dunstan, Chair

Jane Rasely, Administrative Specialist

Call to Order (Attendance, Agenda, Ethics)
Review and Approval of Minutes – August 19, 2019
Urban Self Storage ([PLN51505A](#)) – Design Guidance
Vincent Road Transfer Station ([PLN51533](#)) – Design Guidance
Wintergreen Apartments ([PLN51554](#)) – Conceptual Proposal Review
New/Old Business
Adjourn

Call to Order (Attendance, Agenda, Ethics)

Chair Joseph Dunstan called the meeting to order at 2:00 PM. Design Review Board members in attendance were Todd Thiel, Peter Perry, Jane Rein, Michael Loverich and Laurel Wilson. Shawn Parks was absent and excused. City Staff present were Interim Planning Manager David Greetham, Long Range Senior Planner Jennifer Sutton, Senior Planner Kelly Tayara and Administrative Specialist Jane Rasely who monitored recording and prepared minutes.

The agenda was reviewed. There were not any conflicts disclosed.

Review and Approval of Minutes – August 19, 2019

Minutes deferred until next meeting because they were not part of the agenda packet.

Long Range Senior Planner Jennifer Sutton provided a briefing on the progress of the Design Guidelines Update which was on the City Council's agenda after having gone before both the Design Review Board and Planning Commission.

Urban Self Storage ([PLN51505A](#)) – Design Guidance

Senior Planner Kelly Tayara introduced the project which had gone through the Preapplication process in 2017 but which had been placed on hold. Architect Chris Finch and Developer Travis Ameche provided the project presentation.

Summary of Topics Discussed

- Consider increasing buffer between school and project on east and west sides as well as the SR 305 corridor and Day Rd intersection.
- Would like to see site section rendering of building view from SR 305.
- Scale of building (35-foot CMU wall).
- Height and material of fencing taking into consideration safety of children and facility. Fence closer to facility.
- More understory evergreen trees.
- Lack of trails is a departure from Design Guidelines #8.
- Detention pond design for wildlife.
- Site section showing all three buildings scaled with elevations in one drawing.

Vincent Road Transfer Station ([PLN51533](#)) – Design Guidance

Senior Planner Kelly Tayara provided an overview of the project. Miles Yanick provided a history of the site which had been used as a transfer station for the last 80 years. Mr. Yanick reviewed the process to date including the need for a major conditional use permit. Adam Wheeler (Brown Wheeler Engineering) presented stormwater design.

Summary of Topics Discussed

- Circulation concerns about large wide-open space. Can flow be improved so not as many trees need to be cut down.
- Asked for tollbooth to be exceptional.
- Storm pond should be shaped for wildlife compatibility.
- Ask City about mitigating lost trees by planting trees on City property.

Citizen Charles Schmid said he had a bronze plaque from the site cleanup he would like to see attached to one of the buildings onsite.

Wintergreen Apartments ([PLN51554](#)) – Conceptual Proposal Review

Senior Planner Kelly Tayara discussed the project with the DRB. The applicant was not present for the meeting.

New/Old Business

Interim Planning Manager David Greetham let the DRB know they would receive a copy of the report for the original McDonald's site plan review in the near future per Michael Loverich's request.

Adjourn

The meeting was adjourned at 5:18 PM.

Approved by:

Joseph Dunstan, Chair

Jane Rasely, Administrative Specialist