

AGENDA

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|---------|--|
| 2:00 PM | Call to Order (Attendance, Agenda, Ethics) |
| 2:05 PM | Approval of Minutes
August 19, 2019
October 7, 2019 |
| 2:10 PM | Developing Climate Action Plan
Michael Cox, Climate Change Advisory Committee |
| 2:30 PM | 424 Winslow Way (PLN51577)
Project Manager: Olivia Sontag
Design Guidance Meeting
<i>See digital file for materials</i> |
| 3:45 PM | Design Standards Training w/Staff
TRAINING EXERCISE ONLY
Mock subdivision project presented by Jonathan Davis
<i>See attached materials</i> |
| 4:45 PM | New/Old Business |
| 5:00 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 & September 16, 2019
424 Winslow Way ([PLN51577](#))
261 Ericksen ([PLN51561](#))
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, and Laurel Wilson. Todd Theil was absent and excused. Planning Commissioners present were Don Doman and Jon Quitslund. City Council member Ron Peltier was present. City Staff present were Planning & Community Development Director Heather Wright, Interim Planning Manager David Greetham, Associate Planner Olivia Sontag, Planner Annie Hillier, Planner Ellen Fairleigh, Senior Planner Kelly Tayara and Administrative Specialist Carla Lundgren who monitored recording and prepared minutes.

The agenda was reviewed, and no conflicts were disclosed.

Review and Approval of Minutes – August 19, 2019

Peter Perry asked to add the following sentence, “The DRB asked the planner, City and applicant to review the irrigation technique provided by the architect.” to the minutes regarding the Bainbridge Historic Museum project. Ms. Lundgren will add the sentence to the 8/19/2019 minutes and present them to the DRB for approval at the next DRB meeting.

Review and Approval of Minutes – September 16, 2019

Motion: I move to approve.

Rein/Perry: Passed Unanimously

424 Winslow Way ([PLN51577](#)) – Conceptual Review Meeting

Presentation Only - The DRB discussed the need of a parking study to determine the number of parking stalls needed for a 40-room hotel. The applicant was asked to consider the need for parking for the staff needed to run the hotel and how that will affect the site. Chairman Joe Dunstan, stated that this project cannot be looked at as a separate project from the other three potential projects happening in the same area. Mr. Dunstan stated that the traffic studies from each project need to be looked at as a “whole” for the downtown area. The applicant stated they are looking into leasing private off-site parking stall to accommodate the number of rooms proposed. Peter Perry suggested moving the three proposed spots in front of the building and

adding landscaping as a nice buffer between the building and the street. Chair Mr. Dunstan requested that an agreement be made with private off-site parking owners prior to the third and final meeting with the DRB. Mr. Dunstan suggested a complete mapping of projected traffic patterns and trip generations be presented when the applicant returns for the Design Guidance Meeting. Mr. Dunstan also stated overall the DRB is okay with the concept but thinks the applicant may have some work to do in convincing the public. DRB member Michael Loverich suggested hiding the entrance to parking garage from the view on Winslow Way. DRB member Laurel Wilson suggested taking all parking off site and use space that is proposed for parking for a beautiful garden instead.

261 Ericksen (PLN51561) - Conceptual Review Meeting

Presentation Only - DRB member Peter Perry suggested creating more green space for each home. Chair Joe Dunstan inquired about the location of garbage. The applicant said at this point it is unclear where the garbage will be located.

New/Old Business

DRB member Jane Rein discussed the new sign ordinance and her intention to continue to support and follow the process and enforcement of the new sign ordinance on her own as a private citizen and not as a representative of the DRB. Interim Planning Manager David Greetham informed the DRB that the sign ordinance will be in front of the Planning Commission in December or January and the DRB will be invited to that meeting.

Planning Director Heather Wright addressed the structure and standard for meeting minutes per the municipal code. Ms. Wright explained that the code states the minutes are to be “action only” and a summary of a project and discussion points are not a standard per the code. The DRB members felt it was important to include a summary and discussion points of each project in the official file. The DRB agreed that a member of the committee would record a summary and discussion points after each project, read it aloud to the applicant for confirmation of understanding and submit the written record to Administrative Specialist Ms. Lundgren to upload to the official file.

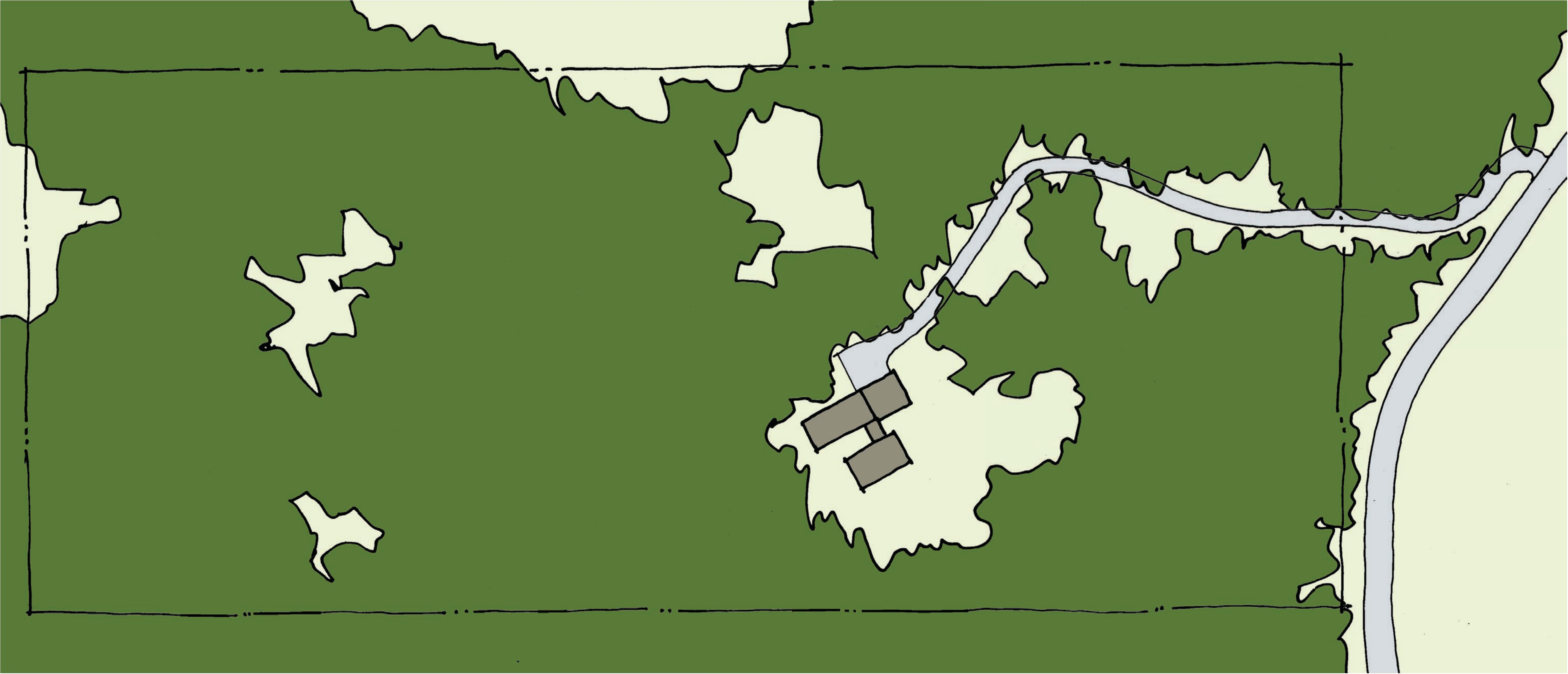
Adjourn

The meeting was adjourned at 4:45 PM

Approved by:

Joseph Dunstan, Chair

Carla Lundgren, Administrative Specialist



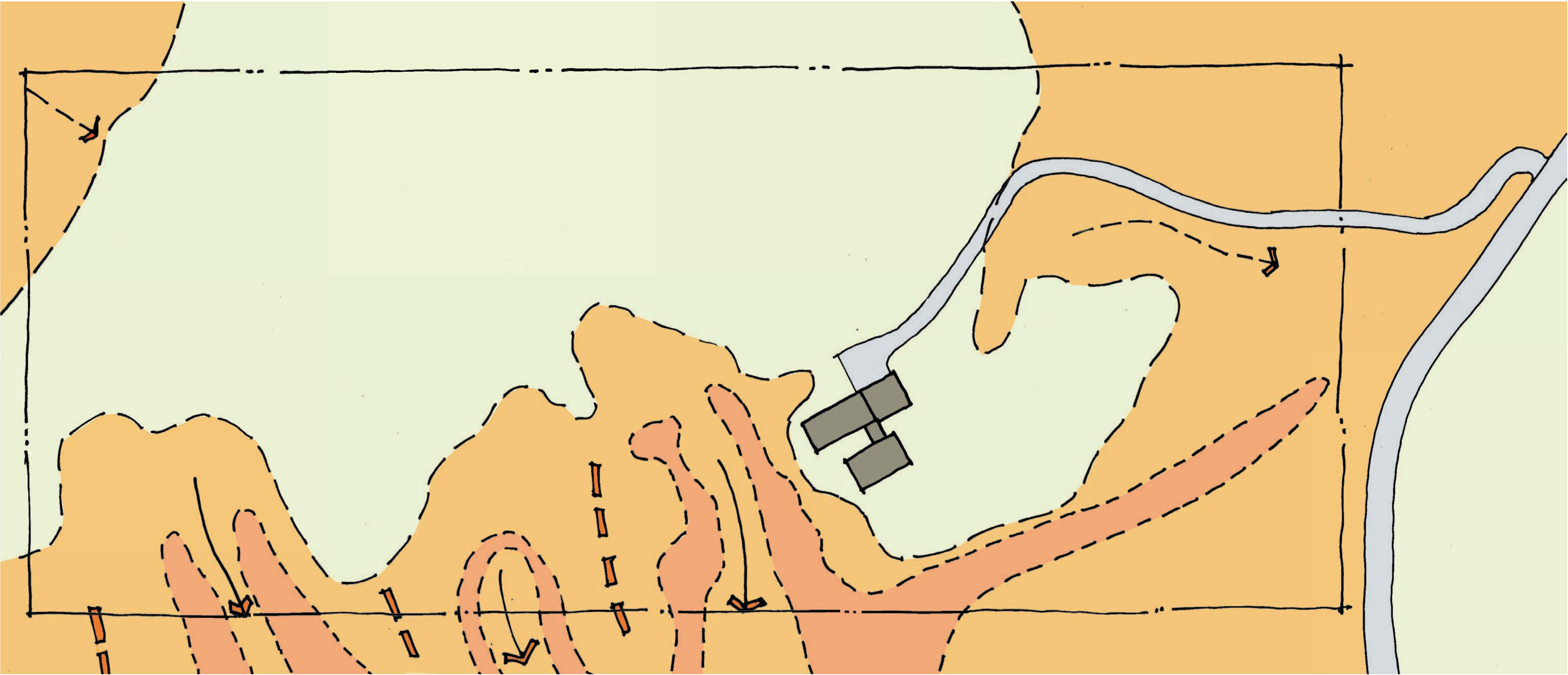
Existing Site **1**

6 acre R I Subdivision
Bainbridge Island, Washington

Revision	Date

DRB Concept Meeting
Existing Site
1" = 40' UNO
October 7, 2019





Steep Slopes 1

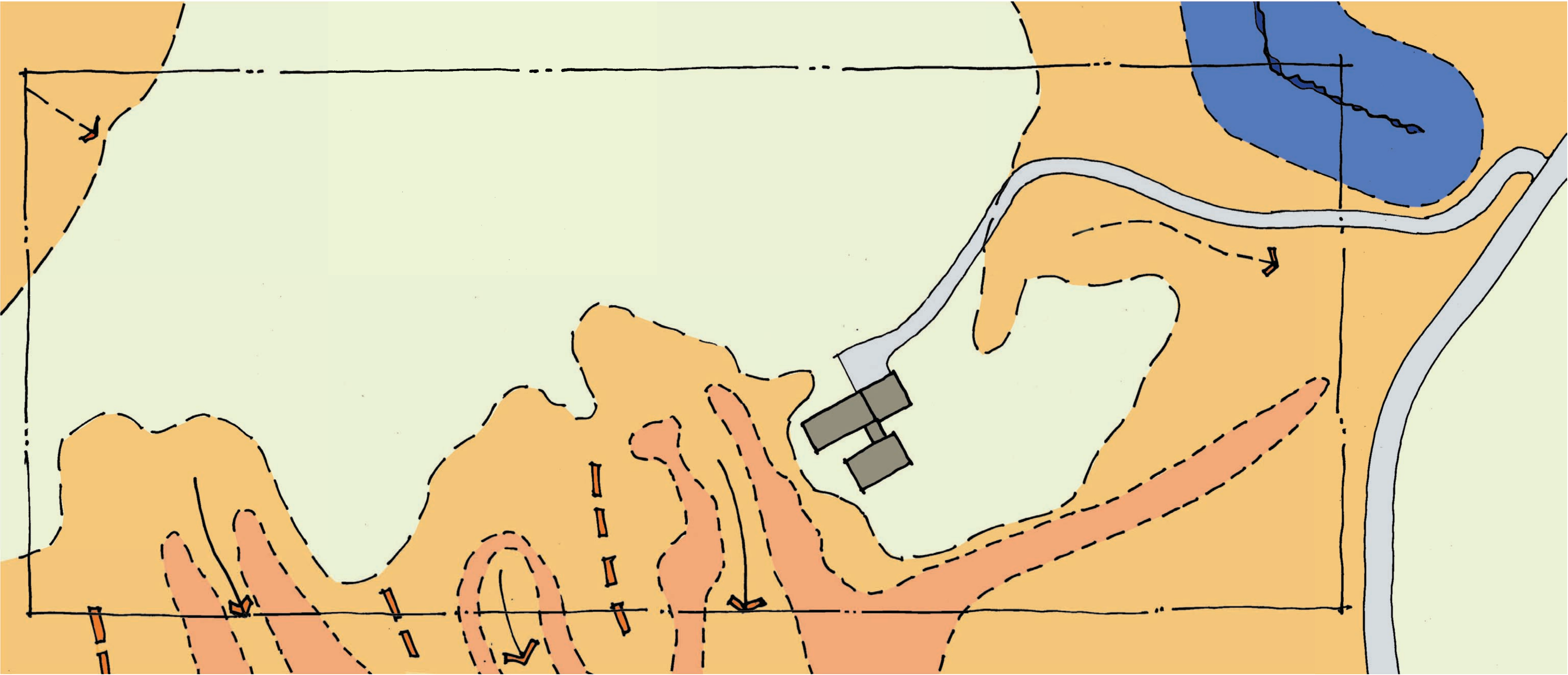
6 acre R1 Subdivision

Bainbridge Island, Washington

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6 acre R1 Subdivision
© 2017, Davis Studio Architecture + Design, LLC

Revision	Date

DRB Concept Meeting
Steep Slopes
1" = 40' UNO
October 7, 2019



Stream **1**

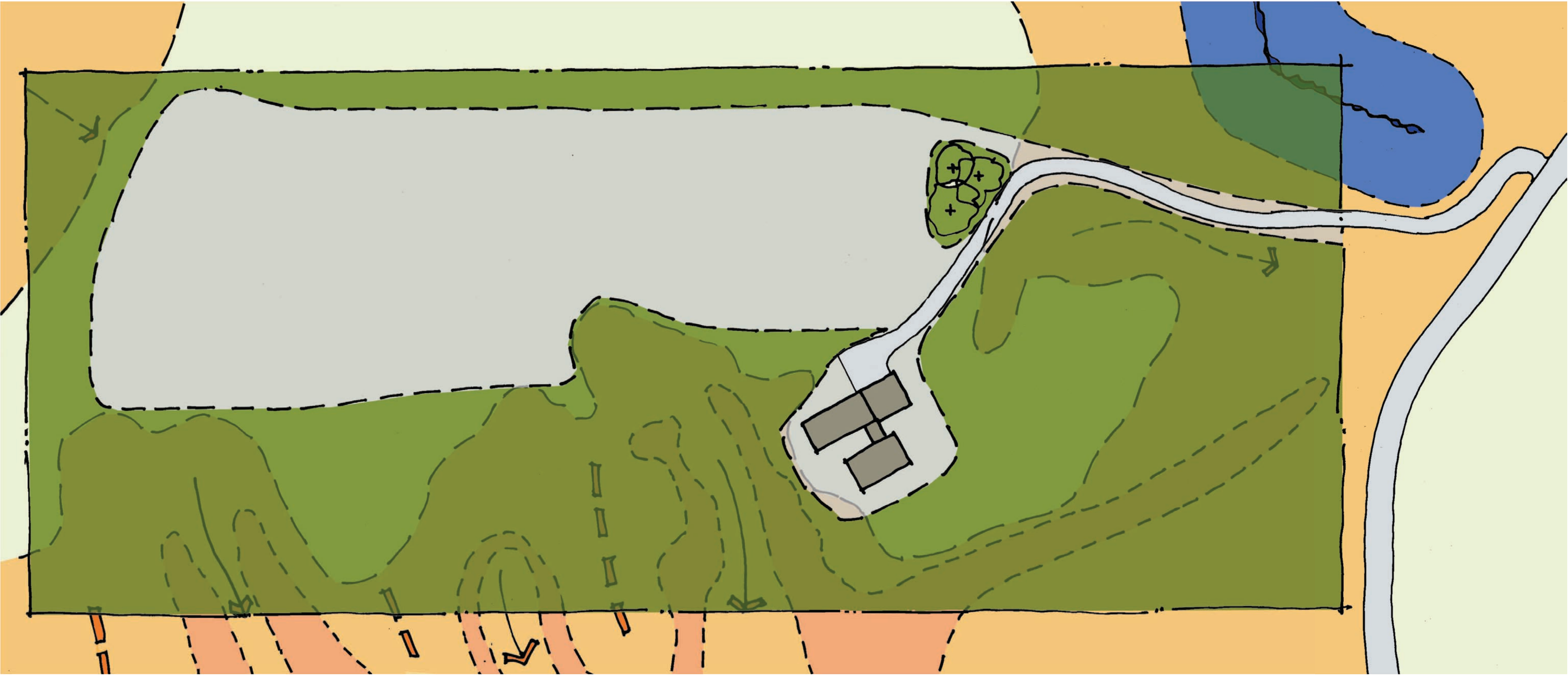
6 acre R1 Subdivision

Bainbridge Island, Washington

Revision	Date

DRB Concept Meeting
Stream
1" = 40' UNO
October 7, 2019



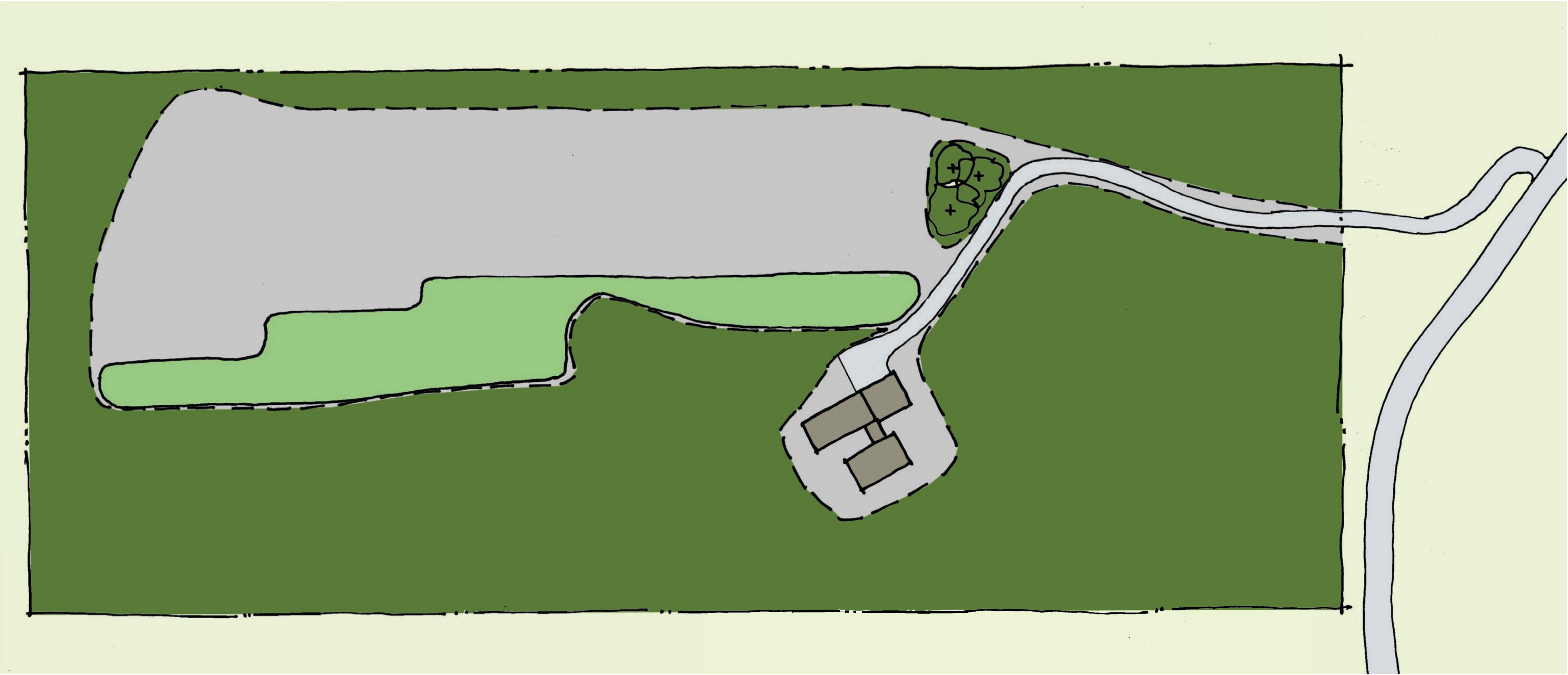


ARPA **1**

6 acre R I Subdivision Bainbridge Island, Washington

Revision	Date

DRB Concept Meeting
ARPA / Natural Space
1" = 40' UNO
October 7, 2019



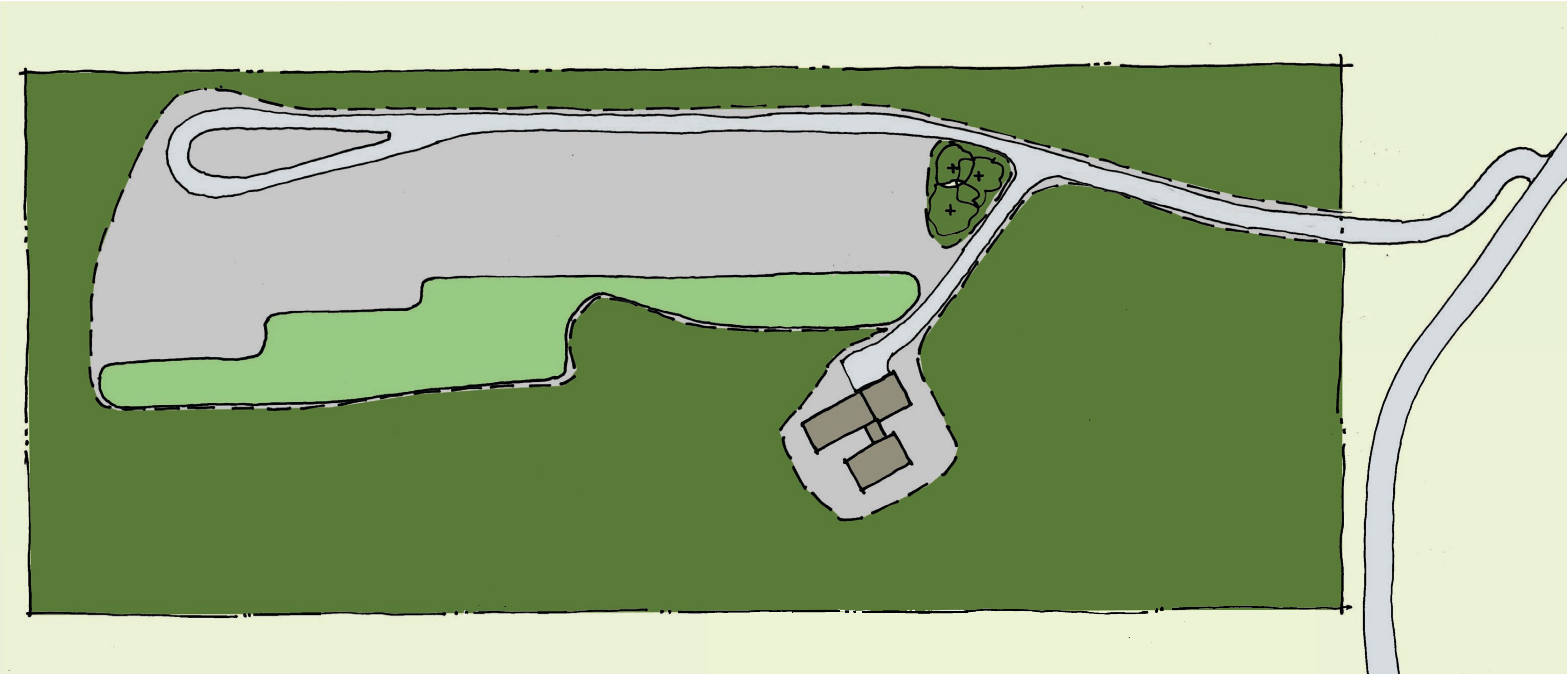
Community Space 1

6 acre R I Subdivision
Bainbridge Island, Washington

Revision	Date

DRB Concept Meeting
Community Space
1" = 40' UNO
October 7, 2019





6 Road **1**

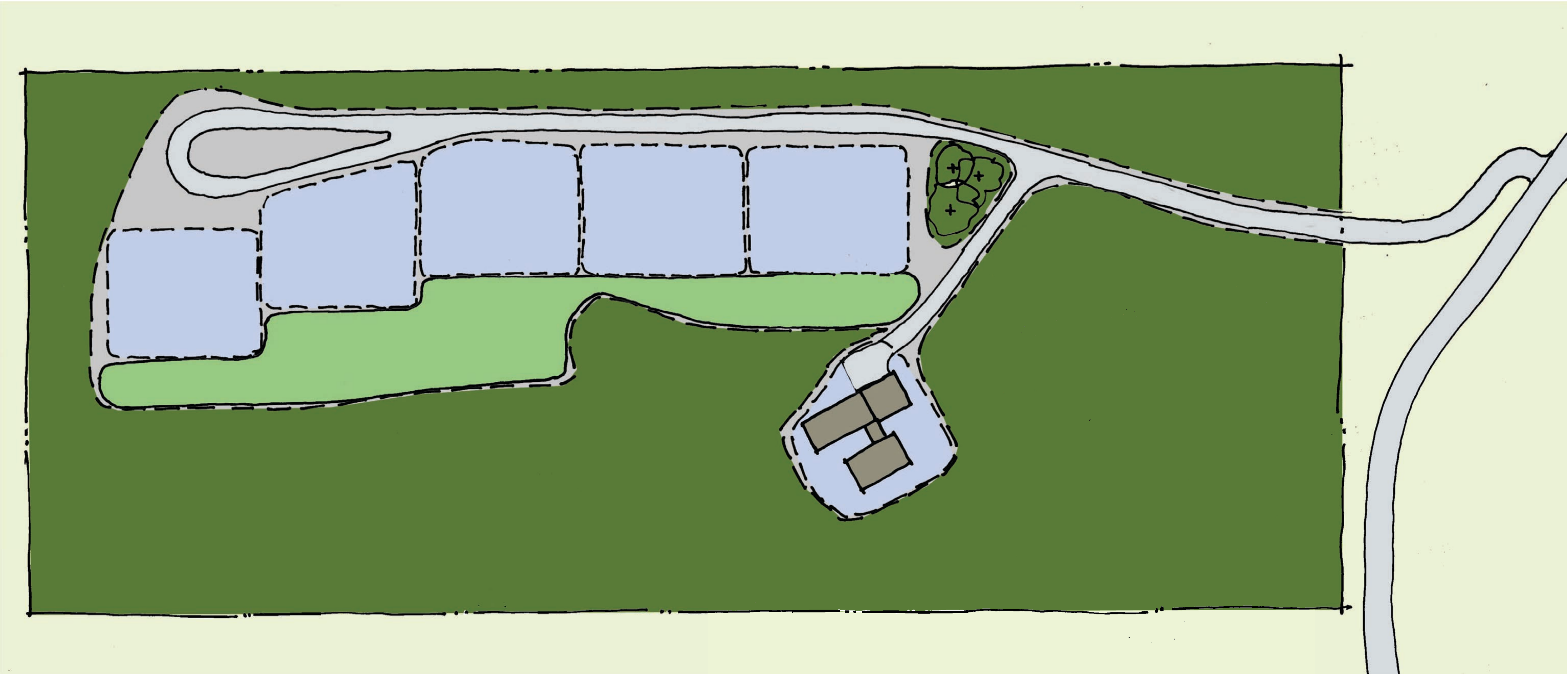
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Bainbridge Island, Washington

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6 acre R I Subdivision
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Revision	Date

DRB Concept Meeting
Roads
1" = 40' UNO
October 7, 2019



Homesites 1

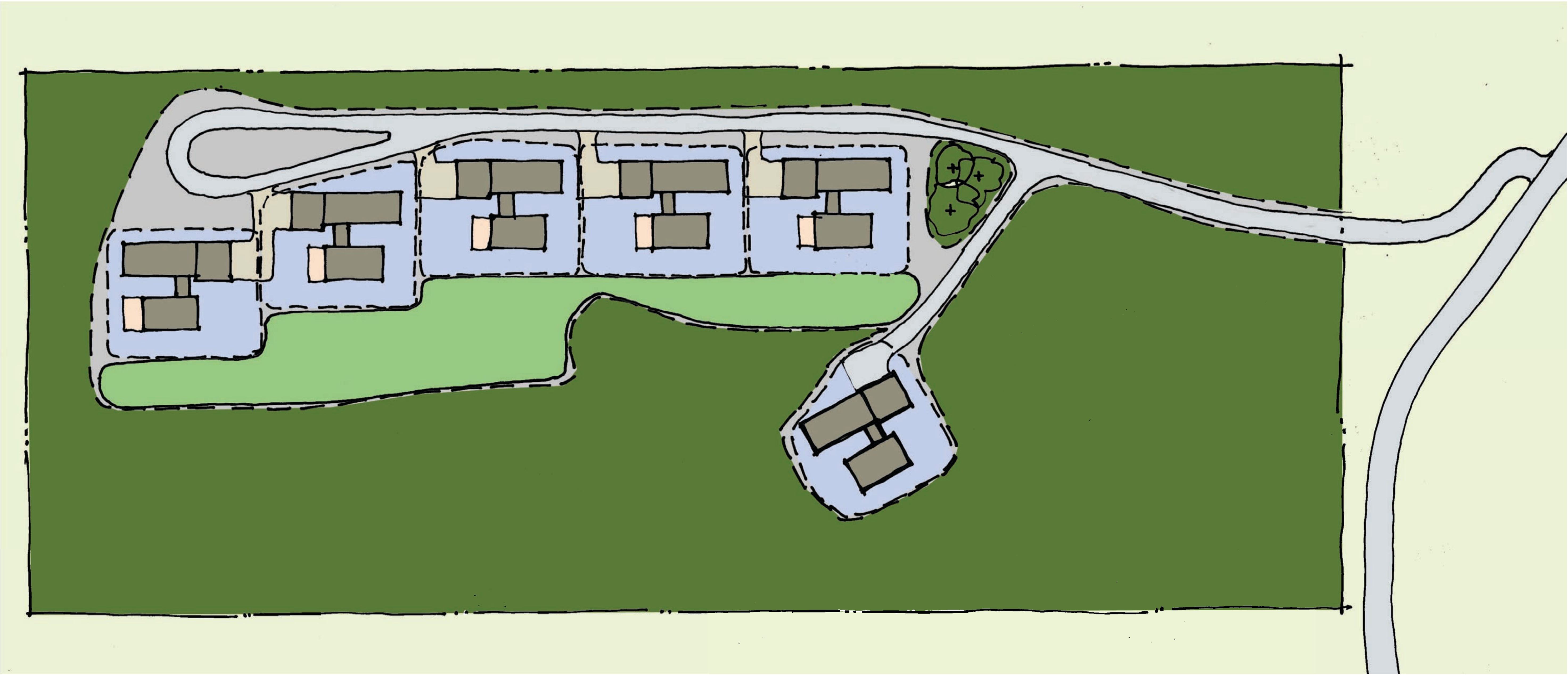
6 acre R I Subdivision

Bainbridge Island, Washington

Revision	Date

DRB Concept Meeting
Homesites
1" = 40' UNO
October 7, 2019





Houses **1**

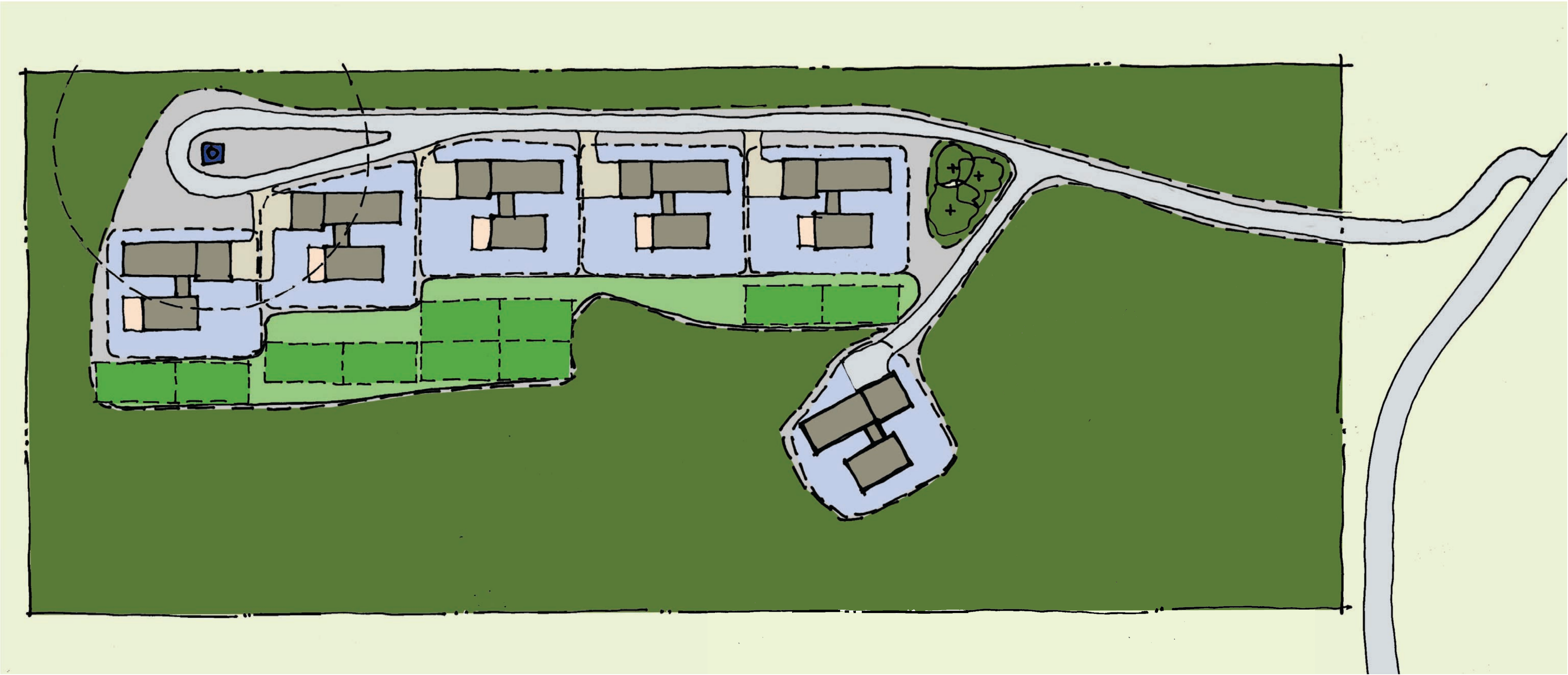
6 acre R I Subdivision

Bainbridge Island, Washington

Revision	Date

DRB Concept Meeting
Houses
1" = 40' UNO
October 7, 2019



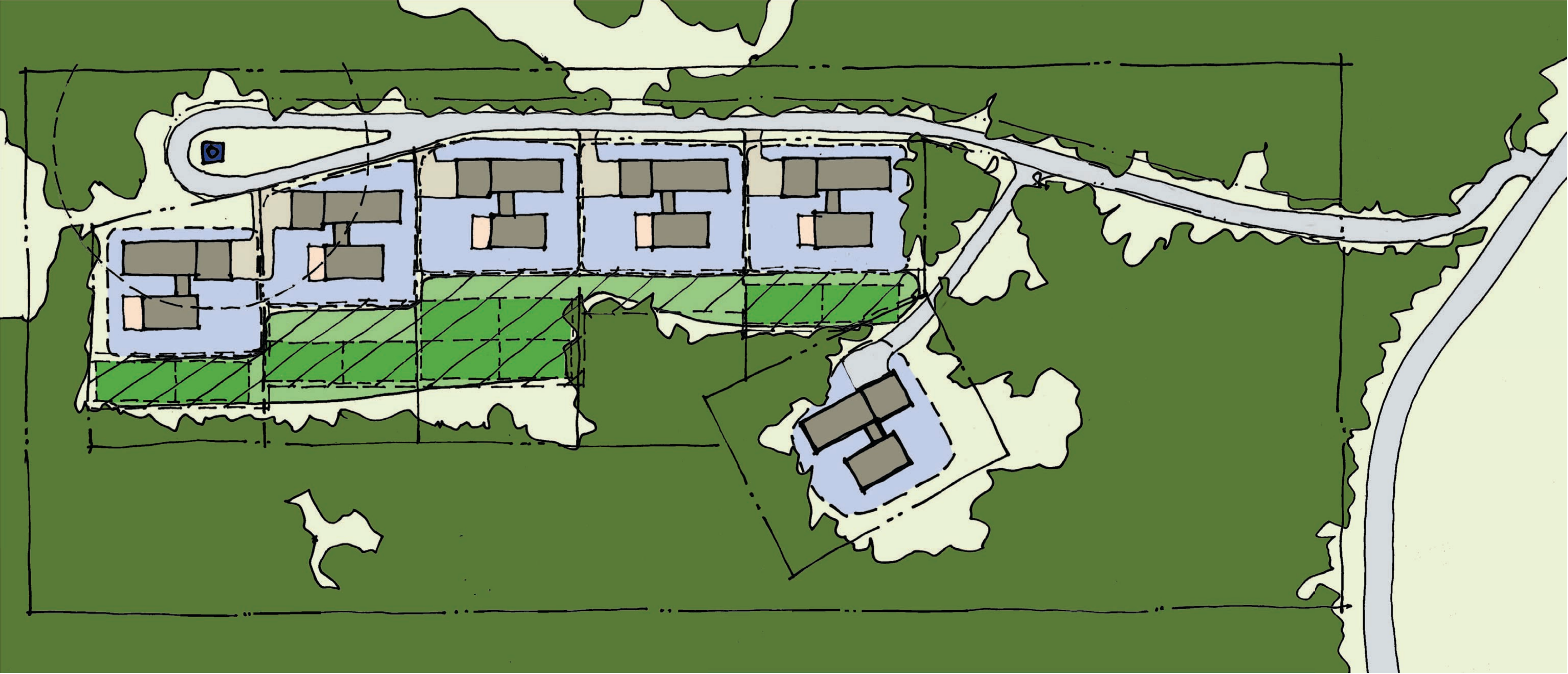


Septic / well **1**

6 acre R I Subdivision Bainbridge Island, Washington

Revision	Date

DRB Concept Meeting
Septic / Well
1" = 40' UNO
October 7, 2019



Lots easements **1**

6 acre R I Subdivision
Bainbridge Island, Washington

Revision	Date

DRB Concept Meeting
Lots and Easements
1" = 40' UNO
October 7, 2019

