
The Historic Preservation Commission (HPC) will hold this meeting using the Zoom meeting platform. Members of the public will be able to call in to the Zoom meeting.

Please click the link below to join the meeting:

<https://bainbridgewa.zoom.us/j/92580688188>

Or iPhone one-tap : US: +12532158782,,93138375561# or +16699009128,,93138375561#

Or Telephone: Dial(for higher quality, dial a number based on your current location):

US: +1 253 215 8782 or +1 669 900 9128 or +1 346 248 7799

or +1 301 715 8592 or +1 312 626 6799 or +1 646 558 8656

Webinar ID: 925 8068 8188

International numbers available: <https://bainbridgewa.zoom.us/j/92580688188>

AGENDA

2:00 PM Call to Order/Attendance/Conflict Disclosure

- Introductions
- Approval of Agenda for September 2, 2021
- Approval of Meeting Minutes from August 5, 2021
- Call for Public Comment

2:30 PM Review of Permit Applications

- Permit Review / Recommendation (30 minutes)

Project Name: Fort Ward Stables Renovation Permit link: [PLN51760 SPR/CUP](#)

See attached memo from Associate Planner Ellen Fairleigh

Call for Public Comment

Application materials are in the permitting system under ‘Submittals’ (click on “view notes”) and under ‘Notes’

Submitted: 27APR2021 Address: 1584 Fort Ward Hill Road

Description: Request to modify standard lot coverage requirements through zoning relief provisions for Local Register properties (BIMC 18.24.010.C)

3:00 PM Discussion of Friends of the Farm letter to Council / Requested by Commissioner Hughes (see attachment)



CITY OF
BAINBRIDGE ISLAND

Historic Preservation Commission
Regular Meeting
Thursday, September 2, 2021
2:00 – 4:00 PM
Online via Zoom

3:15 PM Committee Updates

- Identifying Register-eligible Properties (*Chandler, Kortum*)
 - Public Education (*Moreno*)
 - Suyematsu Farm (*Chandler, Hughes, Kortum*)
- See HPC work plan adopted by City Council attached

3:45 PM New / Old Business

- Discuss October 7, 2021, Agenda / *All*

4:00 PM Adjourn

For special accommodations, please contact Planning & Community
Development 206-780-3750 or at pcd@bainbridgewa.gov

Call to Order (Attendance, Agenda, Ethics)
Approval of Meeting Minutes from July 1, 2021
Call for Public Comment
Committee Updates
New/Old Business
Adjourn

Call to Order (Attendance, Agenda, Ethics)

Senior Planner Kelly Tayara called the meeting to order at 2:06 PM. Commissioners in attendance were Eric Kortum, Sarah Hughes, Christopher Moreno, and Rick Chandler. City Staff present were Planning & Community Development Director Heather Wright, Senior Planner Kelly Tayara and Administrative Specialist Jane Rasely who monitored meeting and prepared minutes.

Motion: I move that we approve the agenda
Kortum/Chandler: Passed Unanimously

The agenda was reviewed. There were not any conflicts of interest noted.

Review & Approve Minutes – July 1, 2021

Motion: I'll make a motion to approve the July minutes.
Kortum/Hughes: Passed Unanimously

Public Comment

None.

Review of Permit Applications

Pultz-Swanson Demo Permit [BLD25698 DEM](#)

Brauer Demo Permit [BLD25702 R-DEM](#)

Motion: I motion that we allow both these properties to be demolished.
Kortum/Chandler: Passed Unanimously

Work Plan Discussion – Suyematsu Farm

Planning & Community Development Director Heather Wright led the discussion which solidified an action plan to apply for a barn grant and promoting the property to the historic register and the national historic register. Commissioner Hughes volunteered to write the grant application.

Committee Updates:

- Identifying Register-eligible Properties (*Chandler, Kortum*)
Commissioner Kortum spoke about 8713 Ferncliff Ave NE, a property owned by former City Mayor Dwight Sutton. Senior Planner Kelly Tayara said she would invite Mayor Sutton to the September meeting to speak about his property. Commissioner Hughes suggested sending letters out to eligible properties to see if they would be interested in adding their property to the Register.
- Public Education (*Moreno*) – Commissioner Moreno spoke about devising a work plan for public outreach, connecting with ethnic groups represented in the area and education in the schools.
- Suyematsu Farm (*Chandler, Hughes, Kortum*) – See work plan discussion above.

New/Old Business

The September 2, 2021 agenda was discussed. Commissioner Kortum asked about the Blakely Award certificate for 2020 recipient Jim McNett to be presented at the Pickle Ball Founders Tournament.

Adjourn

The meeting adjourned at 3:51 PM by motion.

Motion: I move to adjourn

Hughes/Kortum: Passed Unanimously



DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

MEMORANDUM

DATE: AUGUST 27, 2021
TO: HISTORIC PRESERVATION COMMISSION
FROM: ELLEN FAIRLEIGH, ASSOCIATE PLANNER
SUBJECT: FORT WARD STABLE REQUEST FOR ZONING STANDARDS MODIFICATION

The property located at 1584 Fort Ward Hill Road, to include both Building 16 (the barracks) and Building 15 (the stables), is listed on the Local Historic Register. The property on which they are located has been vacant for a number of years and the buildings are in need of repair. There is no current use on the property.

The property owner is in the process of redeveloping the site. The overall master plan is a two-phase project. Phase one is for the rehabilitation of Building 15 (stable) and phase two is for the rehabilitation of Building 16 (barracks), site improvements, and extension of parking in the Endstone Street right-of-way. The City is in the process of reviewing submitted land use applications for phase one.

Proposed redevelopment in phase one includes renovation of Building 15 (stable). Proposed renovations include a new enclosure with new wood siding, exterior windows, and new roofing in addition to a new interior floor slab and miscellaneous interior shell construction to support the tenant improvement work. The proposed use of Building 15 (stable) is an architecture school with an accessory office use for McLennan Design Inc.

In accordance with provisions in the Historic Preservation Program, the Director of Planning and Community Development may waive or modify development standards, such as setbacks, lot coverage, landscape buffers, and parking requirements, for designated Local Register properties (BIMC 18.24.010.C). Designated local register properties may be authorized for a use not otherwise permitted in the zoning district. A request for modification is processed through a minor conditional use permit.

The applicant is requesting modification to the following development standards: (1) use as an “educational facility”; (2) setbacks; (3) lot coverage; and (4) landscaping requirements to include roadside and perimeter buffers and parking lot landscaping.

Use as an “Educational Facility”:

The property is located in the R-2 residential zoning district. In accordance with BIMC Table 18.09.020 Use Table and BIMC 2.16.050.B.1, an “educational facility” requires a major conditional use permit. The application proposes that the “educational facility” be processed through a minor conditional use permit.

Setbacks:

A 25-foot front setback is required in the R-2 zoning district. The existing buildings are within the required front setback along Fort Ward Hill Road, as well as the required side setback (5 feet minimum, 15 feet total) along the south property line. Redevelopment of Building 15 (stable) proposes a canopy over the entrances on the west side of the building. The proposed canopy will project into the front setback to approximately 4.5 feet from the front property line along Fort Ward Hill Road.

Lot Coverage:

Private educational facilities are limited to 50% of the allowable lot coverage in the zoning district. For the R-2 zoning district, allowable lot coverage is reduced from 20% to 10%. Lot coverage, in this context, means the portion of the site covered by buildings. The site is 0.71 acres or approximately 30,928 square feet in size. Lot coverage is limited to 10% of the site area (3,093 square feet). Existing lot coverage, which includes Building 15 (stable) and Building 16 (barracks), is approximately 24% (7,402 square feet). No additional buildings are proposed, but the proposed canopy will count toward additional lot coverage. The change of use to an educational facility triggers the request for modification to lot coverage requirements as well as the increase in lot coverage from the proposed canopy. The proposed canopy is approximately 305 square feet. Proposed lot coverage is approximately 25%.

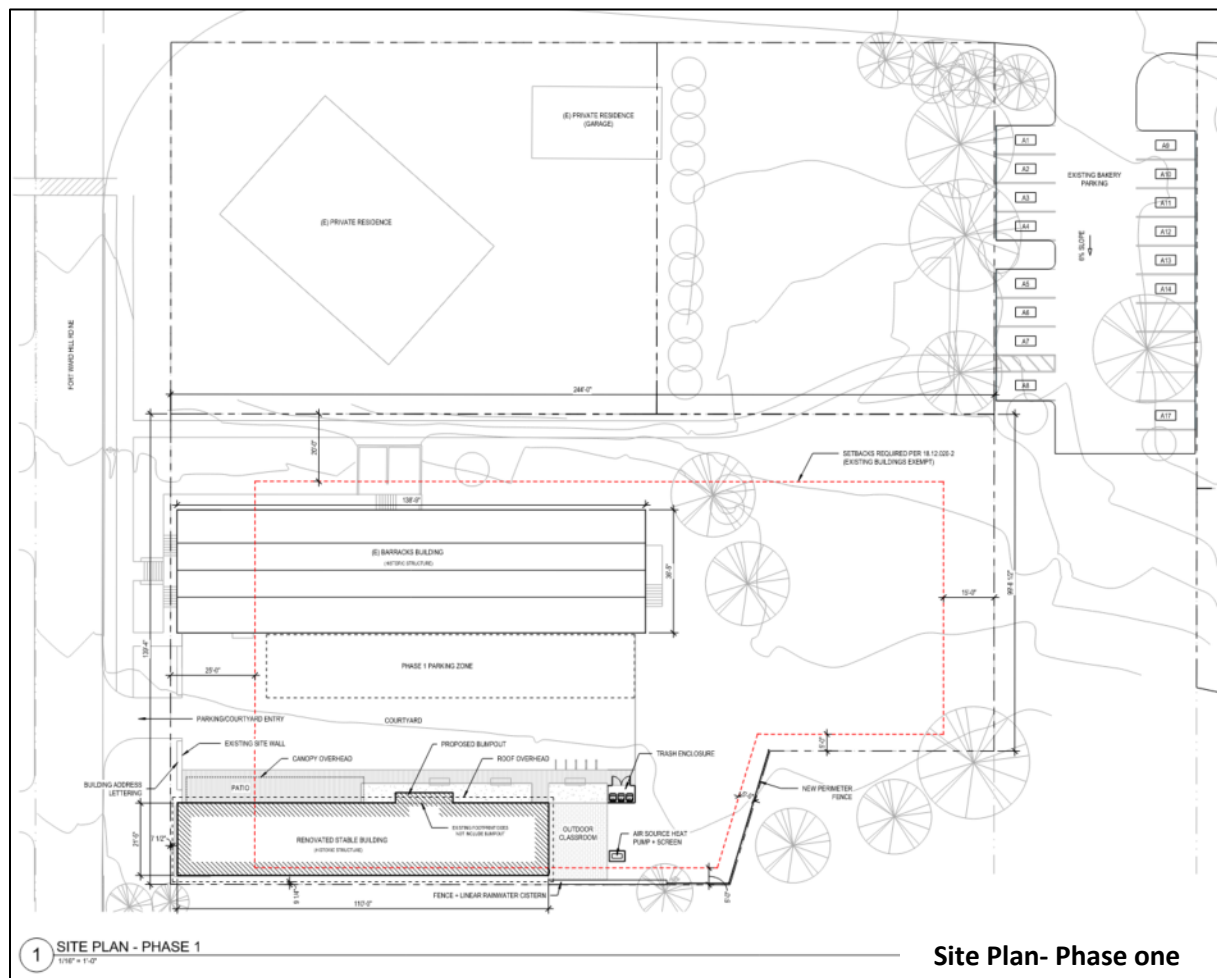
Landscaping Requirements:

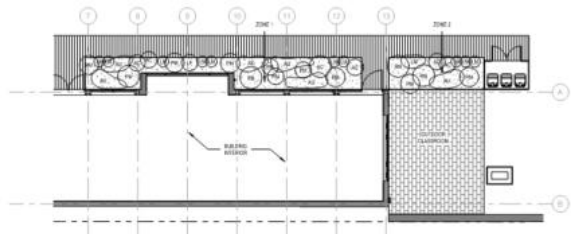
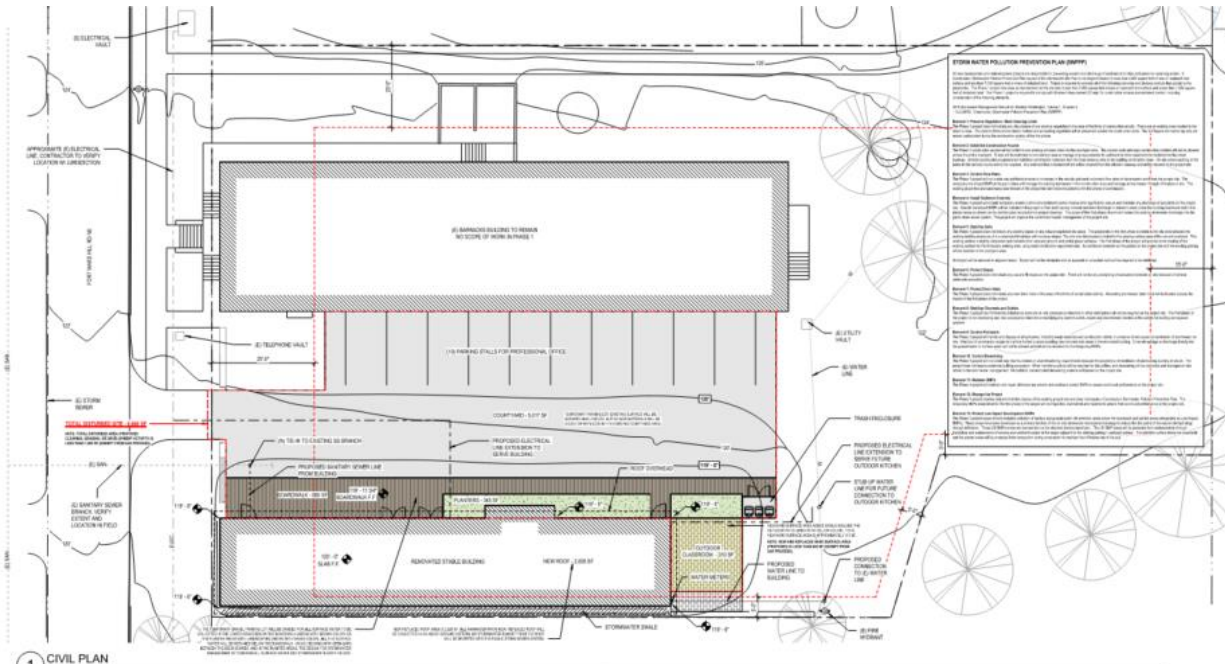
Non-residential uses in this district require a 25-foot-wide full screen perimeter landscape buffer from the abutting residential uses. Additionally, a 25-foot wide (15-foot minimum) partial screen roadside buffer is required when the property abuts a right-of-way. Under these regulations, a perimeter buffer is required along the north and south property lines, and a roadside buffer is required along the west and east property lines. The applicant requests zoning relief from landscape buffer requirements and proposes no additional landscaping in these areas. This request is partially due to the existing buildings’ proximity to the property lines. The applicant also requests that no parking lot landscaping be required due to the temporary nature of the parking area in phase one: The phase 2 proposal includes relocation of parking facilities to a different location. The requirement for parking lots is one tree for every four parking stalls with a landscaped area at the end of parking aisles. Ten parking stalls are proposed.

The Director respectfully requests that the Historic Preservation Commission review the application to modify the development standards for use as an educational facility, setbacks, lot coverage, and landscaping requirements, and provide a recommendation as to whether the proposal is compatible with the historic nature of the building and/or site.

Summary of Request

Standard	Allowed/Required	Proposed
Use as an “Educational Facility”	Major Conditional Use Permit	Minor Conditional Use Permit
Setbacks	25-foot front setback	Canopy within 4.5 feet of front property line along Fort Ward Hill Road NE. Building 15 (stable) is an existing non-conformity to required setbacks along Fort Ward Hill Rd. NE and the south property line.
Lot Coverage	10%	Approximately 25%
Perimeter Buffer	25-foot-wide full screen landscape buffer	None proposed. Existing proximity of Building 15 (stable) to the south property line is approximately three feet.
Roadside Buffer	25-foot-wide partial screen/15-foot-wide minimum landscape buffer	None proposed. Existing proximity of Building 15 (stable) to the west property line along Fort Ward Hill Rd NE is approximately two feet and Building 16 (barracks) encroaches over the property line.
Parking Lot Landscaping	One-tree for every four parking stalls and a landscaped area at the end of parking aisles	None proposed.





KEY	BOTANICAL NAME	COMMON NAME	TYPE	LIGHTING	HEIGHT	DIAMETER	ROOT	REMARKS
AL	Arctostaphylos	Golden Apricot (Spiraea)	Perennial	Partial shade to shade	10'	1.5"		Planting @ 3 ft x 1 ft
AL	Arctostaphylos	Hearty	Perennial	Partial shade to shade	10'	1.5"		Planting @ 3 ft x 1 ft
AL	Arctostaphylos	Hearty	Perennial	Partial shade to shade	10'	1.5"		Planting @ 3 ft x 1 ft
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AL	Arctostaphylos	Hearty	Perennial	Partial shade to shade	10'	1.5"		Planting @ 3 ft x 1 ft

3 LANDSCAPE PLANTING INDEX
1/8" = 1' - 0"

Civil & Landscape Plan





Dear City Council Members,

At the August 24th Regular Business Meeting Council will be asked by the Historic Preservation Commission to approve their 2021 Work Plan.

Friends of the Farms requests that you do not approve the final bullet point:

- *Create a Suyematsu Farm Work Plan in partnership with interested parties and groups, including and not limited to Friends of the Farm [sic] and the Community Coalition.*

In June of 2020, Friends of the Farms secured the pro bono services of Miller Hull Architects (millerhull.com) to build upon the recommendations in the CoBI-funded K.O. Report to create a Master Plan for the Suyematsu Farmstead.

For over a year, Friends of the Farms has worked with the consulting team on an open, transparent, and inclusive community driven public process. We have conducted interviews with 23 organizations and over 40 community stakeholders, including farmers, historians, community leaders, educators, and philanthropists.

In seeking permission from Council to begin their own independent Work Plan, rather than continuing to participate in an ongoing collaborative endeavor, the HPC undermines significant work in process. HPC members Eric Kortum, Rick Chandler, and Susan Hughes have been included in our work, along with Council Liaison Kirsten Hytopoulos.

Eric, Rick, and Susan have a singular perspective on how this land should be used, but no one interest can prevail over all others if this publicly owned asset is to serve our community and honor all those who have and continue to share this land.

Its future must include many voices – including the publicly-owned farmland farmers, the Japanese American community, the Indo-Filipino community, Native peoples, schools, kids and parents – to create a plan that the entire community can support. Such an approach was envisioned in Mimi Sheridan's Historic Structure Report and Feasibility Study of 2015 and embraced by Council in their adoption of the K.O. Report in 2017.

The cornerstone of the K.O. Report is that the future of the Suyematsu Farmstead must include three elements: agriculture, heritage, and community and it presents a series of steps that could be undertaken by stakeholder partners. The report is clear that those steps should be guided by a plan and that Friends of the Farms should provide the leadership for agriculture as well as heritage and community.

In reviewing BIMC 18.24 HISTORIC PRESERVATION PROGRAM, the creation of a Work Plan falls well outside of the mission, charter, and scope of the HPC.

The creation of a Master Plan for the Suyematsu Farmstead does fall squarely within our purview. Our 30-year Master Lease Agreement with CoBI that took effect in 2012 specifically calls for this planning work to be done by Friends of the Farms and there has been overwhelming support for this process by the community partners who have participated to date.

Thank you for your time and consideration.

Heather Burger
Executive Director

Becca Hanson
Board Chair