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AGENDA

- | | |
|---------|--|
| 2:00 PM | Call to Order (Attendance, Agenda, Ethics) |
| 2:05 PM | Approval of Minutes – November 15, 2021 |
| 2:08 PM | Appoint 2022 Design Review Board Chair and Co-Chair |
| | |
| 2:12 PM | Wyatt & Madison Apartments (PLN51796 SPR)
Project Manager: Kelly Tayara
#3 Final Design Review Meeting (pre-ordinance changes)
<i>See digital file for materials</i> |
| | |
| 3:08 PM | Ravenswood Subdivision (PLN51711A FRR)
Project Manager: Kelly Tayara
#3 Final Design Review Meeting (post-ordinance changes)
<i>See digital file for materials</i> |
| | |
| 4:04 PM | New/Old Business <ul style="list-style-type: none">• DRB Resource Manual – electronic and/or hard copy• Review D4B manual updates• New project review process• General Project Update-David Greetham• Board Member Issues/Concerns |
| | |
| 5:00 PM | Adjourn |

Call to Order (Attendance, Agenda, Ethics)
Review and Approval of Minutes – November 1, 2021
Introduction of Interim Planning Director, Mark Hofman
Design for Bainbridge Website Preview
New/Old Business
 Sub-committee Code Changes Update
 General Project Update
 Board Member Issues/Concerns
Adjourn

Call to Order (Attendance, Agenda, Ethics)

Chair Joe Dunstan called the meeting to order at 2:00 PM. Committee Members in attendance were Vicki Clayton, Michael Loverich, Todd Thiel, Bob Russell, and Anna Snyder-Kelly. Shawn Parks was absent and excused. City Council member Leslie Schneider was present. City Staff present were Interim Planning Director, and Administrative Specialist Marlene Schubert who monitored recording and prepared minutes.

Review and Approval of Minutes – November 1, 2021

Motion: I make a motion to accept minutes from November 1st meeting.
Russell/Loverich: Passed Unanimously

Introduction of Interim Planning Director, Mark Hofman

Design for Bainbridge Website Preview

Jeff Arango, Framework

New/Old Business

- Actions:
 - Marlene has committed to add Mark Hofman to future Design Review Board Meeting invitations
 - City Staff has committed to link Design for Bainbridge website to city website, when ready
 - Marlene has committed to learn which fields are used when searching for projects on the Portal
- These updates were not provided:
 - Update: Sub-committee "code changes" for project review process-David Greetham
 - Update: General Project Update-David Greetham
- Board Member Issues/Concerns

Adjourn

The meeting was adjourned at 3:50 PM.

Approved by:

Joseph Dunstan, Chair

Marlene Schubert, Administrative Specialist

WEBVTT

1

00:00:09.780 --> 00:00:11.219

Joseph: Okay we're ready to go.

2

00:00:12.030 --> 00:00:14.099

Marlene Schubert: I think, so let me share.

3

00:00:20.370 --> 00:00:20.850

Meeting.

4

00:00:24.240 --> 00:00:25.170

Marlene Schubert: Can you see my screen.

5

00:00:25.650 --> 00:00:26.700

Joseph: I certainly can.

6

00:00:26.910 --> 00:00:28.440

Marlene Schubert: All right, great okay.

7

00:00:28.500 --> 00:00:36.930

Joseph: Great okay um Hello everybody, this is Joe dunston Rhea Chair of the design review board.

8

00:00:38.310 --> 00:00:45.360

Joseph: For the city of bainbridge island would like to walk into the tour regularly scheduled for November 15 and.

9

00:00:46.950 --> 00:01:02.550

Joseph: i'd like to call the meeting to order, well, it looks like we happen to have a core here and people here would include myself Joe dumps from vicki clayton Anna snyder.

10

00:01:04.440 --> 00:01:08.400

Joseph: Bob Russell Michael leverage Todd feel.

11

00:01:10.200 --> 00:01:33.180

Joseph: To us, for my missing I think sean's not here, so thank you all for coming today um looks like we have an agenda that just includes the review of the design

for bainbridge website from framework and then do an old business So is there anything on anybody's mind that they'd like to.

12

00:01:34.290 --> 00:01:39.780

Joseph: Talk about any relationships or other conflicts of interest that they might have with today's agenda anybody.

13

00:01:41.880 --> 00:01:59.790

Joseph: Not hearing from anybody else and that's okay all right good um, I would like to really start out well let's let's go on to the agenda to them to the excuse me them next November 1 minutes.

14

00:02:00.840 --> 00:02:04.770

Joseph: Does anybody have any questions about the last minutes of meetings.

15

00:02:06.240 --> 00:02:07.050

Joseph: If not.

16

00:02:08.220 --> 00:02:12.330

Joseph: Would entertain a motion to approve the Minutes.

17

00:02:15.270 --> 00:02:18.420

Bob: I moved to accept the minutes of the brb meeting on November.

18

00:02:18.420 --> 00:02:22.200

Todd: 1 22nd second second.

19

00:02:22.650 --> 00:02:27.900

Joseph: Okay, Michael seconds okay all in favor your hand, I thank you okay.

20

00:02:28.920 --> 00:02:41.790

Joseph: Great Thank you okay i'm just real quickly here um i'd like to make sure everybody knows I click save forgot Marlene heard the glue that holds this group together she's also here.

21

00:02:42.210 --> 00:02:54.030

Joseph: On the meetings are admin person, and we do have now we've been operating for a while, but only six people instead of the usual seven and the City Council fine did did last at the last meeting.

22

00:02:55.110 --> 00:03:03.810

Joseph: That approve snyder for taking over Lol wilson's position so i'd like to welcome her to this.

23

00:03:04.560 --> 00:03:19.890

Joseph: To this group, so thank you very much for being interested in being part of this and I thought you might want to just say 30 seconds about your background and what you're interested in is an introduction everybody here real quickly.

24

00:03:20.760 --> 00:03:33.180

Anna: yeah I my background, I have a master's in city planning from Georgia tech and I moved to the area after graduating and a few few years back, about four years ago and.

25

00:03:34.170 --> 00:03:47.790

Anna: i'm excited to to be part of this board, and I, my interest in Community development and public art, are some of the things that i'm excited to to participate.

26

00:03:51.210 --> 00:04:08.910

Joseph: So i'd like to introduce you have to be very happy you're here and we have a full complement now I have seven people so that's great that's really, really good Okay, thank you um okay so let's see it's about two fives can we go ahead and start.

27

00:04:10.230 --> 00:04:11.940

Joseph: With mark hofmann.

28

00:04:13.470 --> 00:04:13.890

Joseph: You.

29

00:04:18.450 --> 00:04:26.670

Marlene Schubert: Okay sorry about that Okay, so we have Mr mark hofmann with us today i'm just going to do some so that everyone knows who he is he joined.

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00:04:27.180 --> 00:04:38.010

Marlene Schubert: Our staff on November 8 as our interim planning and Community development director, he was most recently the director i'm sorry, most recently Community development for the city so call me.

31

00:04:38.940 --> 00:04:49.050

Marlene Schubert: six and a half years prior to snow Kwame he was a Community development director of sun valley Idaho for good 10 years and previously worked as a planner for several coastal California cities.

32

00:04:49.530 --> 00:04:56.400

Marlene Schubert: He holds a master's degree in urban and regional planning from San Diego State University so mark welcome.

33

00:04:57.480 --> 00:05:12.840

Mark Hofman Interim Director: Thank you, thank you Marilyn so that's a brief intro that kind of captures the last 25 years the one and other than meeting everyone, this is my first Dr be meeting, and so I just wanted to say hi and and.

34

00:05:13.890 --> 00:05:22.230

Mark Hofman Interim Director: After this get contact information, I know that i've spoken to one Member but going forward just to kind of learn and absorb.

35

00:05:22.950 --> 00:05:28.260

Mark Hofman Interim Director: You know what the current items and what's happening at the rv and and go from there, and be productive.

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00:05:28.860 --> 00:05:41.910

Mark Hofman Interim Director: But today I just wanted to clarify my interim status, while they are conducting a recruitment they wanted some continuity and responsiveness and keep the the.

37

00:05:42.690 --> 00:06:00.570

Mark Hofman Interim Director: actions and projects going in this important time so i'm here in that capacity, while they do a recruitment, I can be here by ferry from sequoia i'm no longer with the city, yes, no quality, though I miss it and I look forward to learning code.

38

00:06:01.980 --> 00:06:13.620

Mark Hofman Interim Director: Processes literally everything about the Community, I can go from a weekend tourists that loves the place to somebody that could actually participate and be helpful at the government level.

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00:06:14.130 --> 00:06:32.730

Mark Hofman Interim Director: So it's all fresh it's all new it's a lot, but as we go through each hour and each day don't hesitate to throw things our way or contact us or wait for anything it's business as usual and i'll learn as we go Thank you it's nice to meet you.

40

00:06:34.110 --> 00:06:41.280

Joseph: Thank you, mark isn't my understanding that you're working three days a week or you full time or.

41

00:06:42.000 --> 00:06:43.320

Mark Hofman Interim Director: i'm full time plus.

42

00:06:43.680 --> 00:06:51.930

Mark Hofman Interim Director: Oh full time plus all the meetings in order to keep everything facilitated and you know include including Council work projects.

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00:06:52.950 --> 00:07:00.060

Mark Hofman Interim Director: So it's more of a function as City Hall is open, how many days, I take the ferry and right now I haven't set up as for.

44

00:07:01.830 --> 00:07:13.350

Mark Hofman Interim Director: With one day remote, so it doesn't matter which day i'll be working but it's just where I physically park myself and on any given day emails probably the best or by phone.

45

00:07:13.920 --> 00:07:22.440

Mark Hofman Interim Director: But if i'm not in my my or at my work desk then emails probably the way to go that way on my one remote day i'll also be in Dutch.

46

00:07:23.490 --> 00:07:34.440

Joseph: Good well you know welcome we We appreciate your interest in coming to the meeting in this meeting, everybody um, I would like to reinforce the fact that.

47

00:07:35.940 --> 00:07:50.460

Joseph: We have i've been on the Dr B for five years, myself and throughout that time, I think we tried to be a good team Member with the planning department, you know you know, working with everybody, we got you know good support from.

48

00:07:51.090 --> 00:08:00.780

Joseph: Heaven right, left and probably a year and a half ago, or so Dave Griffin started coming to every meeting.

49

00:08:02.040 --> 00:08:14.580

Joseph: And that's been really helpful it's been a great thing and we just want to

reinforce that we want to work with you guys and you know be really involved in planning and development projects here so.

50

00:08:15.210 --> 00:08:28.800

Mark Hofman Interim Director: Absolutely and and david's out today, hopefully he'll feel better and be back in the mix, but I don't envision changing what has been happening, if anything, if i'm not prioritize into.

51

00:08:29.160 --> 00:08:40.170

Mark Hofman Interim Director: Another issue or a meeting my plan is to attend and absorb so, even if I don't have an agenda item, you may see two of us, or even you know, three or four staff members at a time.

52

00:08:41.970 --> 00:08:43.380

Mark Hofman Interim Director: Just for that communication.

53

00:08:43.950 --> 00:08:49.320

Joseph: huh oh it's great you know, thank you for coming today really appreciate it.

54

00:08:50.790 --> 00:09:00.000

Joseph: Yes, okay um any any other questions to Dr V might have of the market, since he's here any comments and we'd like to make.

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00:09:05.580 --> 00:09:06.480

Joseph: you're on you.

56

00:09:09.480 --> 00:09:12.060

Bob: I just wanted to welcome mark to the city.

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00:09:13.380 --> 00:09:17.880

Bob: As you're meeting with somebody new and i'm sure we'll learn a lot from you and you'll learn from us.

58

00:09:19.980 --> 00:09:29.310

Mark Hofman Interim Director: Absolutely yeah I learned a lot from you, for sure, one thing i've learned over the decades is is, the more you think you know, the less you actually know.

59

00:09:30.810 --> 00:09:47.640

Mark Hofman Interim Director: So each year brings on more challenges on open and

willing and if I here's a good morning if i'm forgetting, a process or procedure that's normal and and you're accustomed to just let me know just reach out and i'll add it it's not because we're ignoring it or.

60

00:09:48.840 --> 00:09:53.460

Mark Hofman Interim Director: Not factoring it in over the next few weeks it's highly likely that I just don't know.

61

00:09:55.980 --> 00:09:56.940

Joseph: Well, I appreciate that.

62

00:09:57.810 --> 00:10:04.380

Mark Hofman Interim Director: One One example is to make sure that everyone on the Dr P, is aware of the hearing chain for wintergreen.

63

00:10:07.110 --> 00:10:14.190

Mark Hofman Interim Director: I know that was in the emails a it was a point last week and it's just wanted to be clear that we're really noticing.

64

00:10:15.540 --> 00:10:28.200

Mark Hofman Interim Director: we're changing the standard operating procedures as far as that tentative date notice and we're going to fully read notice and the hearing is 1pm Thursday December 1 or December night.

65

00:10:28.260 --> 00:10:29.130

I just did it again.

66

00:10:30.480 --> 00:10:31.020

Joseph: And then.

67

00:10:32.040 --> 00:10:42.720

Joseph: i'm assuming that you're going to I don't know if you're working on the city response still if you can keep it the way it is or make changes to it or edit it was that going to be out.

68

00:10:43.980 --> 00:10:46.920

Joseph: So many days prior to the tonight.

69

00:10:47.610 --> 00:10:54.750

Mark Hofman Interim Director: It is, I would leave that for David he's focused on

that i'll absorb it and have an understanding we're not going to change course.

70

00:10:55.260 --> 00:11:02.430

Mark Hofman Interim Director: we're going to continue with business so we're not going to change that process or the recommendation or the staff report just because i'm showing up.

71

00:11:03.240 --> 00:11:15.150

Mark Hofman Interim Director: But if you have any quite specific questions, David is a the person, and I assume it will be out in advance, I just don't have that exact date for you okay great.

72

00:11:15.780 --> 00:11:31.950

Joseph: Well, the other thing I would say that, because the good thing is you've had a lot of experiences in lot of different cities and seeing how planning goes in different places, and I think we'd all love to hear how things go, you know and new ideas and other ideas think.

73

00:11:33.000 --> 00:11:42.840

Joseph: favorites being small island has been sort of insular over the years in many ways and it's good to get new ideas and new thoughts out there, so.

74

00:11:43.200 --> 00:11:45.270

Mark Hofman Interim Director: yeah and they're similar to my past so.

75

00:11:46.050 --> 00:11:54.390

Mark Hofman Interim Director: One of the things I have fun with is all the cities that i've worked for encinitas moon Bay city sun valley cydia snow Kwame.

76

00:11:54.930 --> 00:12:08.520

Mark Hofman Interim Director: they're hard to leave, and so I love talking about them in some aspect I feel like I haven't left, and so, even if you just want to you know talk about past experiences or college or whatever there's a lot of commonality.

77

00:12:10.440 --> 00:12:13.890

Mark Hofman Interim Director: And that so feel free to reach out okay.

78

00:12:14.760 --> 00:12:19.890

Joseph: Thank you very much Okay, thank you yeah okay i'm.

79

00:12:21.120 --> 00:12:39.930

Joseph: Marlene is not quite well this 12 after is Jeff from framework there and see the panelists so once you bring him forward if you can we'll start on the design for bainbridge website to work.

80

00:12:46.440 --> 00:12:49.500

Marlene Schubert: So I promoted Jeff as panelists looks like he's just getting in.

81

00:12:49.860 --> 00:12:53.490

Joseph: I see Maria is here to see hello, how are you.

82

00:12:55.410 --> 00:12:58.020

Maria Dozeman: hi just cross training here sure.

83

00:13:00.540 --> 00:13:01.410

Joseph: more the merrier.

84

00:13:02.430 --> 00:13:05.370

Jeff Arango: So hold on just one second this is Jeff.

85

00:13:21.090 --> 00:13:29.640

Joseph: some really good that, with all the bad weather here that we even have power mean I was kind of worried about that a little bit hi Jeff.

86

00:13:30.930 --> 00:13:31.800

Jeff Arango: hi everyone.

87

00:13:32.130 --> 00:13:32.730

Joseph: went away.

88

00:13:33.810 --> 00:13:35.490

Jeff Arango: I hit the wrong button there I am i'm back.

89

00:13:37.050 --> 00:13:37.290

Joseph: hi.

90

00:13:37.830 --> 00:13:50.910

Joseph: hi good afternoon Jeff yeah so like I believe you've been working on the

website and, as you know, Dave Dave greet them and you had to talk to the day, but he's not here today, so so.

91

00:13:52.530 --> 00:13:53.820

Joseph: love to hear what you've been doing.

92

00:13:54.720 --> 00:14:02.100

Jeff Arango: yeah sure thanks so much for the opportunity to be here and preview the website, we have been working on it of last several months and.

93

00:14:02.790 --> 00:14:13.170

Jeff Arango: we've incorporated the feedback from the IRB that we got when we first previewed it so you know we're pretty close, I think, being able to launch it unless there's.

94

00:14:14.280 --> 00:14:20.190

Jeff Arango: You know any changes that you would like and we've also incorporated into the site.

95

00:14:20.940 --> 00:14:23.850

Jeff Arango: The most recent changes that were just approved by the city.

96

00:14:23.850 --> 00:14:25.500

Jeff Arango: Council so it's all up to date.

97

00:14:25.890 --> 00:14:32.910

Jeff Arango: With those changes and ready pretty much to launch, so let me share my screen here.

98

00:14:38.850 --> 00:14:39.570

Jeff Arango: Okay.

99

00:14:40.920 --> 00:14:44.280

Jeff Arango: So you should see the landing page now for the website.

100

00:14:45.600 --> 00:14:53.880

Jeff Arango: We secured the URL designed for bainbridge.org and we've connected that to the site that was not in place when I previewed it last time.

101

00:14:55.080 --> 00:15:05.490

Jeff Arango: We also added a browser icon here in the upper left hand corner, since the communities kind of started referring to it as D for be we kind of built on that so.

102

00:15:06.420 --> 00:15:13.770

Jeff Arango: that's up in the corner and if you are using it on a mobile device, and you put a link on your home screen, it will also put that little.

103

00:15:14.460 --> 00:15:22.560

Jeff Arango: icon there as well, so it won't quite look like an APP but but it sort of takes on a little bit of an APP like look so that's kind of cool.

104

00:15:23.430 --> 00:15:34.980

Jeff Arango: A couple of other changes we made so in the previous draft we had the menu bar further down the page we move that up to the top so it's more like a traditional website, if you click on the design for bainbridge.

105

00:15:36.240 --> 00:15:39.420

Jeff Arango: text in the top it'll always bring you back to the homepage.

106

00:15:39.960 --> 00:15:52.800

Jeff Arango: And then, before we just kind of had an image here and the menu bar and we've added kind of the intro to design for bainbridge right there on the front landing page and then there's these buttons where you can click to go to the goals and the principles.

107

00:15:53.460 --> 00:16:02.250

Jeff Arango: or to the definition of sustainability i'll go there in a second and then just at the bottom we've added the city's logo which wasn't there before.

108

00:16:03.840 --> 00:16:04.890

Jeff Arango: So the other.

109

00:16:05.340 --> 00:16:07.290

Jeff Arango: major change that we've made, and let me just.

110

00:16:07.290 --> 00:16:11.550

Jeff Arango: zoom in now that you've been able to see the whole site, so you can see it a little bit better.

111

00:16:12.570 --> 00:16:18.780

Jeff Arango: We reorganize the menu bar a little bit so before we had the standards and guidelines kind of broken up into.

112

00:16:19.590 --> 00:16:26.640

Jeff Arango: two sections one had the core standards and guidelines, the other had kind of the supplemental ones down here at the bottom.

113

00:16:26.970 --> 00:16:34.350

Jeff Arango: And one of the pieces of feedback we got from the dmv last time, is it would be great to have them all under the same menu so that.

114

00:16:35.340 --> 00:16:41.250

Jeff Arango: we've also added a resources section and a contact us page and i'll go there, in a few moments, but.

115

00:16:41.670 --> 00:16:49.140

Jeff Arango: We basically just have the Shell of that resources page built out right now, and there are some links in there, but this is really something that can be.

116

00:16:49.740 --> 00:17:01.380

Jeff Arango: built upon over time and attitude so, for example, if you wanted to have information on current applications and specifically those design review materials those could be posted.

117

00:17:02.250 --> 00:17:07.770

Jeff Arango: There could be more examples we have added some, but over time, those can be modified and.

118

00:17:08.760 --> 00:17:23.040

Jeff Arango: This site is very easy to update it's built on the Wicks platform, so you can go to any browser and within seconds, you know update any of the text and content in there and i'll show you a little bit how that works in a few moments.

119

00:17:24.810 --> 00:17:35.460

Jeff Arango: So that's that's kind of that piece i'll just click on a couple of these so you go into the goals and principles, and you can get these are the same statements that are in the text.

120

00:17:36.690 --> 00:17:43.110

Jeff Arango: It can then lead you into the sustainability definition, so all these pieces are really important for.

121

00:17:43.680 --> 00:17:59.250

Jeff Arango: People to familiarize themselves with the island and the culture around development of what's important this was drafted by one of your former board members she's great another pretty significant change which was part of the.

122

00:18:00.630 --> 00:18:14.490

Jeff Arango: Amendments that the Council just proved approved in in early November, are some of the process changes so we've captured that over here on the left hand side is now the new sort of process diagram, and this is also in the.

123

00:18:15.720 --> 00:18:18.960

Jeff Arango: In the booklet version, and you can click on these.

124

00:18:20.010 --> 00:18:27.060

Jeff Arango: And it will take you to more information on that, so you can click on each of the steps kind of go through what's involved there.

125

00:18:28.320 --> 00:18:32.520

Jeff Arango: So that's kind of Nice and accessible for applicants.

126

00:18:33.870 --> 00:18:47.490

Jeff Arango: And then from there, you can go and kind of follow through the standards and guidelines and they're they're sort of in the order that they are in the booklet but also the order that you would kind of think about your site right so First is the overview.

127

00:18:47.940 --> 00:18:54.960

Jeff Arango: Or you can look and get a sense of all of the different standards and categories, so you kind of see them all in one place.

128

00:18:59.280 --> 00:19:06.750

Jeff Arango: And then you would go from there to the context analysis, since that's kind of the subject of the first meeting and then one of the nice things about.

129

00:19:07.290 --> 00:19:24.420

Jeff Arango: works is it creates this sort of modular system that you can easily built out so you get the side menus here and it keeps the page from kind of being too long to kind of just stays and what you can can see there and then you can click

on each of these and it'll go through.

130

00:19:26.640 --> 00:19:28.710

Jeff Arango: The standards and then the guidelines.

131

00:19:33.300 --> 00:19:35.430

Jeff Arango: And then, some of them, you know have more.

132

00:19:37.140 --> 00:19:38.580

Jeff Arango: mature why that that that.

133

00:19:42.090 --> 00:19:44.070

see if I can go to sleep design.

134

00:19:45.480 --> 00:19:52.920

Jeff Arango: yeah so same thing, some of them have photos with them so there's photos you can go down, and you can scroll through them.

135

00:19:54.120 --> 00:19:57.900

Jeff Arango: And you have the same captions that's there in the booklet form.

136

00:20:02.070 --> 00:20:11.070

Jeff Arango: So that's Nice and then that continues down the streets in front of judges have graphics that go with each of them, so if you go to the street types.

137

00:20:12.150 --> 00:20:16.140

Jeff Arango: That will give you the map so applicants can figure out which street type they're on.

138

00:20:17.550 --> 00:20:23.640

Jeff Arango: And then we have the images of each of the different streets that talks about the characteristics and the guidelines.

139

00:20:25.980 --> 00:20:35.490

Jeff Arango: And then, if you go to the once you figure out your street type, you can go to the frontage types and then figure out what's allowed so there's the table same table from the booklet.

140

00:20:36.570 --> 00:20:49.770

Jeff Arango: And then, if you click on the left hand side, it will give you the graphics and the dimensions for each of those types, so what your setback can be and some description in the text of what's what's required.

141

00:20:52.560 --> 00:21:01.410

Jeff Arango: So they're all there for the standards and guidelines and then, if you go to the resources page click on resources So these are the appendix.

142

00:21:01.620 --> 00:21:09.240

Jeff Arango: Documents so these were added to the print documents you can go to these are just linked to our dropbox site, right now, our own personal.

143

00:21:09.990 --> 00:21:18.390

Jeff Arango: Framework dropbox site will we can figure out the best way to host those as we're launching and and again this is very flexible, we can continue to add to this.

144

00:21:19.800 --> 00:21:25.980

Jeff Arango: So it might be you could add a blog function, for example, if you wanted to include some descriptions.

145

00:21:28.470 --> 00:21:34.740

Jeff Arango: For each of the projects or include like the design review specific some middle materials can be here so.

146

00:21:35.250 --> 00:21:43.080

Jeff Arango: I know the city has all this stuff in their permit portal and on the city's website, but I think one of the opportunities here is to just make some of that more accessible.

147

00:21:43.350 --> 00:21:53.880

Jeff Arango: Because there's lots of other more technical permit documents that maybe aren't as use for as much for design review that are in the city's permit portal, whereas this could be just.

148

00:21:54.660 --> 00:22:03.240

Jeff Arango: Content that's that's more specific to design review, you can have common forums in there, if you wanted to so people could give comments written comments.

149

00:22:04.350 --> 00:22:12.300

Jeff Arango: So we'll be working with the city to find out again how we can best compliment what's available in the city site, without necessarily.

150

00:22:13.410 --> 00:22:18.810

Jeff Arango: duplicating it in the same way, so again, this can easily be updated and added to overtime.

151

00:22:21.600 --> 00:22:25.260

Jeff Arango: So that's that's essentially the site it's it's.

152

00:22:26.700 --> 00:22:36.300

Jeff Arango: You know, essentially intended to exactly match the the printed document right because it's a regulatory document that's been approved by the city council.

153

00:22:37.650 --> 00:22:40.440

Jeff Arango: We do have Dave just checking with.

154

00:22:40.830 --> 00:22:52.290

Jeff Arango: The city attorney to see if there's any sort of disclaimers or language, we should put on the site in the unlikely case where there's some sort of discrepancy between the printed document in the website which we don't believe there is but.

155

00:22:52.680 --> 00:23:01.650

Jeff Arango: Sometimes cities may just want to have one version as the official legal document in case you know there's some sort of discrepancy but.

156

00:23:02.910 --> 00:23:08.760

Jeff Arango: I don't think we're going to have a big issue there we may just add some potentially some texts under the resources section.

157

00:23:09.450 --> 00:23:16.350

Jeff Arango: To clarify that, and then the last page, which I haven't gone to is just the contact page Joe I don't know if you're okay with having your name there but.

158

00:23:16.680 --> 00:23:24.240

Jeff Arango: We have yourself and Dave there now and then we have a link to the city's website and it's a link to the design review board page on the.

159

00:23:24.810 --> 00:23:28.230

Joseph: Naked be updated it anytime if it changes.

160

00:23:28.620 --> 00:23:30.540

Jeff Arango: yep yeah so that's fine.

161

00:23:31.680 --> 00:23:31.980

Jeff Arango: yeah.

162

00:23:33.480 --> 00:23:37.920

Joseph: And I have a couple questions you know if that's okay with you.

163

00:23:37.980 --> 00:23:38.460

Jeff Arango: Of course.

164

00:23:38.610 --> 00:23:46.560

Joseph: Yes, um so it's it's available to anybody and the right.

165

00:23:47.520 --> 00:23:47.850

yep.

166

00:23:49.230 --> 00:23:51.660

Jeff Arango: available to anyone it's it's password protected now.

167

00:23:51.690 --> 00:23:55.050

Jeff Arango: Just because we haven't launched it but yeah it'll be available to anyone, the web.

168

00:23:55.830 --> 00:23:59.820

Joseph: Okay, and then is it going to be linked from the city mean.

169

00:24:01.740 --> 00:24:12.360

Joseph: I mean, so if a citizen let's say a citizen went to the planning department website, or something would there be a link there or something that would take it to.

170

00:24:13.320 --> 00:24:15.360

Joseph: This how would they know this book exists.

171

00:24:16.560 --> 00:24:16.860

Joseph: Of course.

172

00:24:17.850 --> 00:24:30.750

Jeff Arango: yeah we would have the website definitely linked on the city's site and we could do that you know we could design some sort of graphic or maybe something that kind of looks like the header that would be clickable and direct people to the website yep.

173

00:24:31.680 --> 00:24:35.880

Joseph: So it looks like we have a lot of hands up here i'm vicki vicki ever.

174

00:24:37.650 --> 00:24:38.070

anything.

175

00:24:40.770 --> 00:24:49.320

Vicki: I remembered David greet them saying that once the City Council voted on the ordinance that would be effective, five days later.

176

00:24:49.860 --> 00:24:59.130

Vicki: So it's possible that that ordinance and I don't know if that's calendar days or work days, probably calendar days so that ordinance is actually in place right now.

177

00:24:59.670 --> 00:25:00.870

Vicki: So um.

178

00:25:02.430 --> 00:25:21.390

Vicki: Do we know where in the in this on this on the city website, if we had a brand new applicant that walked in our The sub Middles because the submitters we completely redid the subtitles for each section of deeper be so do we know where those submit those are right now.

179

00:25:22.470 --> 00:25:31.050

Vicki: I mean, are they ready to just flawlessly be in place where Where do they Where do they are they where are they.

180

00:25:32.520 --> 00:25:35.820

Vicki: Because they were they they came out of the admin manual.

181

00:25:38.010 --> 00:25:44.550

Vicki: purposefully so that the applicant only had to look in one place and I don't know where that place is.

182

00:25:45.600 --> 00:25:55.980

Jeff Arango: yeah so the print document has been updated as well, so the the print document i'm not sure if it's on the city's website, but it should.

183

00:25:56.370 --> 00:26:07.260

Jeff Arango: should be pretty much ready to go I don't know if legal was was giving it one more look or what but, but it should be ready to go, and that was in front of the Council, and it was what it was adopted.

184

00:26:08.790 --> 00:26:14.760

Vicki: Right okay so we're assuming it's on the website then somewhere, I mean maybe we could.

185

00:26:16.380 --> 00:26:27.810

Vicki: I mean hey Joe maybe while we're having this conversation Marlene, you have the ability to like draft an email to David brief them with questions but that'd be the easiest way to catch our questions.

186

00:26:29.220 --> 00:26:34.020

Joseph: or he could listen to this i'm assuming he would listen to this discussion.

187

00:26:35.070 --> 00:26:35.760

Vicki: Right.

188

00:26:36.060 --> 00:26:38.730

Joseph: But we can also email them questions to.

189

00:26:38.820 --> 00:26:41.580

Vicki: hell, I was wondering, you know, like a to do list and just.

190

00:26:42.300 --> 00:26:44.190

Vicki: The first question for day, that is.

191

00:26:45.960 --> 00:26:49.800

Vicki: Where is Where are those some middle requirements sitting right now.

192

00:26:53.460 --> 00:27:03.300

Joseph: Is the middle requirements well it's during the book is to a PR but then in the appendix funder appendix.

193

00:27:04.500 --> 00:27:07.020

Vicki: Right, did I hear that maybe.

194

00:27:08.070 --> 00:27:17.580

Vicki: The entire submitted list isn't going to be an appendix a or should we be saying we want it to be an appendix a and have that conversation right now, maybe.

195

00:27:22.110 --> 00:27:28.950

Joseph: Well i'm a little confused, to the question that you're talking about you know what's required for the concept meeting what's.

196

00:27:29.520 --> 00:27:30.390

Joseph: The design guidance.

197

00:27:30.450 --> 00:27:31.110

Vicki: Okay right.

198

00:27:31.500 --> 00:27:43.770

Joseph: There should be I think I haven't looked at frantic say, but I think they should be broken into their parts, so that it's very clear what's required at the concept meeting, for the first time what's.

199

00:27:43.830 --> 00:27:47.580

Joseph: Right inquired at the design guidance and what's.

200

00:27:48.750 --> 00:27:49.050

Joseph: yeah.

201

00:27:49.170 --> 00:27:54.750

Vicki: I totally agree and I think that we We broke this the middle requirements done by documents.

202

00:27:54.840 --> 00:27:56.310

Vicki: mean by me by meetings.

203

00:27:56.400 --> 00:28:12.930

Vicki: And so I guess the question for Jeff is are are they going to go for sure and appendix a on this website and then the question for David is Where do they sit, are they on the city's website, are they in the planning department website where are they.

204

00:28:14.790 --> 00:28:19.170

Jeff Arango: A yeah they would be in the I believe they'd be under the on the city's website.

205

00:28:23.280 --> 00:28:26.010

Jeff Arango: i'm not sure which exact page but.

206

00:28:27.540 --> 00:28:29.010

Jeff Arango: But I can check with David on that.

207

00:28:30.030 --> 00:28:30.330

Jeff Arango: Okay.

208

00:28:32.250 --> 00:28:33.420

Jeff Arango: And this would only.

209

00:28:35.490 --> 00:28:42.150

Jeff Arango: I think all the new requirements would only apply to applications that have come in, since you know, five days after was adopted so.

210

00:28:42.570 --> 00:28:46.890

Vicki: Exactly, so what i'm saying is the Council voted on it last Tuesday.

211

00:28:47.700 --> 00:29:04.350

Vicki: So it's basically if if I am remembering correctly David said five days after the Council votes so it's probable that it's, in effect, right now, which is kind of why i'm asking the question if if a new applicant walked in tomorrow morning.

212

00:29:07.230 --> 00:29:11.790

Vicki: Where are the sub middle requirements so they know kind of where to start.

213

00:29:13.050 --> 00:29:15.690

Vicki: They know how to begin to I mean.

214

00:29:17.520 --> 00:29:21.600

Vicki: You know even sign up for the pre meeting, which is step number one.

215

00:29:22.680 --> 00:29:28.740

Vicki: So i'm sure it's all in place i'm just curious is where is it where can it be viewed.

216

00:29:29.550 --> 00:29:36.660

Vicki: Go so that's I guess that's a question for David where can these documents be viewed so okay thanks.

217

00:29:37.170 --> 00:30:00.750

Joseph: A bomb bomb, can I follow up on that before we go to another theory person on it seems to me Jeff that what that under Appendix a that that is not going to change that's a fixed thing those requirements appendix B is going to be examples that we could add to overtime.

218

00:30:01.440 --> 00:30:01.710

Jeff Arango: Right.

219

00:30:02.070 --> 00:30:11.040

Joseph: You know, we could do things but i'd like to make sure panic say is is sort of closed off fixed not going to be changed once we approve it all that.

220

00:30:11.640 --> 00:30:22.110

Joseph: And then the same thing going forward once we get the design from under see once we get the design for bainbridge worksheet today but also be fixed so any place where you could.

221

00:30:22.620 --> 00:30:33.210

Joseph: throw in changes and additions over time would be when we come up with better under Appendix B, when we come up with a better examples of sight plans and motivations and.

222

00:30:34.290 --> 00:30:40.530

Joseph: That your understanding yeah okay okay um yes.

223

00:30:42.030 --> 00:30:42.420

Joseph: Okay.

224

00:30:44.010 --> 00:30:57.090

Anna: yeah I wanted to say I am loving, the new process diagram and that it's clickable I think that could be used really effectively to link to the parentheses and.

225

00:31:02.160 --> 00:31:02.970

Anna: What their requirements.

226

00:31:03.000 --> 00:31:05.730

Anna: Are for each meeting and even what.

227

00:31:05.760 --> 00:31:19.830

Anna: What examples of good and good some medals for each meeting, I know, last two weeks for some issues with that I think it could be really helpful to have those examples, obviously, like in your face easy to find.

228

00:31:20.700 --> 00:31:24.210

Jeff Arango: Okay, great i'll make a note of that too, if we can make that happen.

229

00:31:25.020 --> 00:31:25.530

Joseph: Thanks.

230

00:31:26.190 --> 00:31:26.610

Thank you.

231

00:31:31.980 --> 00:31:32.730

Bob: questions.

232

00:31:34.350 --> 00:31:41.280

Bob: Number one is this going to be tracked I mean our first design for bainbridge was dated 2019.

233

00:31:42.690 --> 00:31:49.860

Bob: You know i'm used to at least from the private industry i'm used to always having a date of the latest update somewhere on this.

234

00:31:50.280 --> 00:31:53.970

Bob: website so we know what we're referring to I think that's really important.

235

00:31:55.590 --> 00:32:03.480

Bob: Otherwise, people are going to be looking at it and you know, is it updated, is it not as obviously updates are going to happen as we move forward.

236

00:32:04.830 --> 00:32:09.570

Bob: I just really recommend a date somewhere that says supercritical.

237

00:32:11.460 --> 00:32:11.790

Bob: and

238

00:32:13.680 --> 00:32:28.560

Bob: I guess, along with vicki's question I didn't realize it was live already my question was can you take it for a test drive the one reason I say that is because the experience i've gained being under design review board, it seems like.

239

00:32:29.730 --> 00:32:37.590

Bob: People weren't able to spend quiet time looking at the final product see if there was you know overall look okay.

240

00:32:39.210 --> 00:32:43.590

Bob: No, I sure, would have liked to take it for a test drive they know so much about the manual.

241

00:32:45.120 --> 00:32:54.420

Bob: Just a comment because the last time they threw it together in a rush they had no time to put it together and there was a lot of.

242

00:32:58.080 --> 00:33:00.210

Bob: incompleteness i'll just leave it at that.

243

00:33:03.480 --> 00:33:05.850

Bob: Then, the last thing I guess it's more for.

244

00:33:07.770 --> 00:33:09.570

Bob: Joe and and be more for Dave.

245

00:33:11.520 --> 00:33:13.650

Bob: At the same time, this goes live.

246

00:33:14.790 --> 00:33:22.140

Bob: avoid or Marlene have we deleted all the text appropriate text up the admin manual so we can stop.

247

00:33:22.620 --> 00:33:36.360

Bob: planners using the admin manual as they have in the past and that did cause confusion, because it's designed for bainbridge did not sync necessarily with the admin manual there was a lot of things that weren't in sync.

248

00:33:38.520 --> 00:33:52.440

Bob: Those are my questions and Joe or I don't know Jeff you know it's it's too bad it was something that was someplace the questions can be put, because I know Dave I know we hate in and then in a with.

249

00:33:53.580 --> 00:33:58.500

Bob: Questions you know it'd be great if it was just one place, we can put the question, so we know for sure.

250

00:33:59.700 --> 00:34:08.700

Bob: That they'd get addressed because Dave is a very busy man these days i'm sure, and I just want to make sure that all the questions go to one bucket.

251

00:34:09.900 --> 00:34:23.940

Joseph: Well, I think you know, giving one, a lot of government contracts that it's best to maintain a single contact right, so any comments that we would have published go to Dave and Dave would assemble them and then send them to jess.

252

00:34:24.960 --> 00:34:26.910

Bob: wouldn't you agree on a Sam first Joe.

253

00:34:27.300 --> 00:34:34.350

Bob: Sorry, is you want to see them first or be copied on it, I don't want to send something today that maybe Joe doesn't agree with.

254

00:34:35.550 --> 00:34:49.620

Joseph: Oh well, yeah i'm sorry yeah we would send them as a group to probably to me, and then I would call us and make sure that there wasn't duplication, etc, and then we would send them today, and then Dave could transcript them.

255

00:34:51.030 --> 00:35:01.260

Joseph: or send them to Jeff so he gets one one copy we i'm sure Jeff doesn't want to get all our comments all over the place, you know, we want a more organized wait.

256

00:35:01.800 --> 00:35:07.020

Bob: yeah I just want to make sure they're in one place, because that cause confusion when we put this together, originally.

257

00:35:08.160 --> 00:35:10.680

Joseph: On Marlene did you raise your hand on this issue.

258

00:35:11.130 --> 00:35:11.430

You.

259

00:35:12.600 --> 00:35:15.750

Marlene Schubert: know I just have a couple questions, but I wanted to wait until all the Dr be members.

260

00:35:15.960 --> 00:35:18.000

Marlene Schubert: On first in case they get answered that way.

261

00:35:18.390 --> 00:35:23.850

Joseph: Okay, I thought, maybe a comment on this one Okay, thank you, Bob i'm Michael yes, sir.

262

00:35:26.520 --> 00:35:30.780

Michael: yeah I think my question was just answered it was about.

263

00:35:33.030 --> 00:35:37.650

Michael: Jeff you would be updating it constantly and then how we would be an A.

264

00:35:38.940 --> 00:35:41.400

Michael: Dealing with updates or if we wanted to send you.

265

00:35:42.480 --> 00:35:46.020

Michael: A site plan that we like that stuff like that I guess yeah process.

266

00:35:47.820 --> 00:35:54.090

Jeff Arango: yeah so definitely on the example side if you have examples to CERN we're happy to add them in.

267

00:35:55.650 --> 00:36:10.980

Jeff Arango: And we're happy to take a compiled list of of comments and and and make those updates as well, we can also make the site available to test drive it's password protected, but I can send that through Dave and then, once we get those finalized, we can launch it.

268

00:36:12.060 --> 00:36:23.160

Jeff Arango: were also discussing with Dave how the maintenance and sort of management of the site with what happened going forward for both the site in the documents so.

269

00:36:25.080 --> 00:36:27.990

Jeff Arango: You know they're they're probably be some follow up conversation about that.

270

00:36:29.250 --> 00:36:37.770

Jeff Arango: But at least for this round, we certainly can make those changes once we get a list of comments and i'm taking notes here today as well, so hopefully i'll capture, most of them.

271

00:36:39.000 --> 00:36:44.430

Jeff Arango: But as your test driving it feel free to send comments to Dave and you can forward them to me, and we can make those changes.

272

00:36:45.930 --> 00:36:48.300

Joseph: So so Michael T to your question.

273

00:36:49.560 --> 00:37:02.010

Joseph: We probably need to come up with a standard operating procedure here for examples of you know better examples of various things so plans celebrations, you know documents.

274

00:37:03.600 --> 00:37:11.280

Joseph: It seems to me that we have to dear be she keep that under new or old business and that when we have a couple.

275

00:37:11.820 --> 00:37:16.800

Joseph: drawings were things that we like that some things are particularly good let's say you come up with some ideas.

276

00:37:17.310 --> 00:37:33.180

Joseph: That you see anyone, we should bring that under new business to the dmv and we can all look at it and make sure that we all kind of agree that that's a good example, you know, to me, and then we could send that on to actually Dave and to Jeff.

277

00:37:34.650 --> 00:37:48.450

Joseph: That that may be the best way, instead of just all of us being able to pick up a site plan and be like digitally and just send it off to Jeff I think we all should have a touch on it before it goes up that way, what do you think of that.

278

00:37:50.880 --> 00:37:52.530

Joseph: sounds great okay.

279

00:37:53.970 --> 00:37:55.350

Joseph: Any other questions Michael.

280

00:37:56.610 --> 00:37:56.850

Joseph: yep.

281

00:37:58.440 --> 00:37:58.800

Joseph: Okay.

282

00:37:59.610 --> 00:38:10.980

Anna: To say Joe I think that approach would keep the page from being completely swamped and it'll keep keep out a limited number of examples on there, which will be easier for applicants to use it.

283

00:38:11.970 --> 00:38:24.180

Joseph: Right yeah we don't want to have 40 examples exactly I think yeah and we do have good examples in and just for your benefit since you're new here new on the board.

284

00:38:24.930 --> 00:38:33.690

Joseph: Over the years that has been a real problem folks a good examples, having people meet good examples I think we all have a standards.

285

00:38:34.290 --> 00:38:47.700

Joseph: That we all think we should get from an applicant and, in many cases we're not getting those examples we're not getting not so yeah that's a it's a major problem for us, so this kind of.

286

00:38:49.050 --> 00:38:58.650

Joseph: Collection of good ones should be really helpful to inform applicant of what they need to do yeah definitely um Todd yes, sir.

287

00:39:00.570 --> 00:39:08.370

Todd: awesome to two questions, one I think may have been answered, and you know next to the getting good drawings is having good presentations.

288

00:39:09.000 --> 00:39:25.260

Todd: And we talked about the presentations and I think that might be in the requirement information that vicki was talking about is that, where that list lives kind of the the emphasis on on providing the design review board with a good presentation.

289

00:39:29.250 --> 00:39:41.610

Jeff Arango: yeah I think so, and and we could you know if there was a video of someone give it that a given a presentation, or the actual slides themselves, and then we can we can certainly include that in there, I think that's a really good point.

290

00:39:42.960 --> 00:39:47.220

Jeff Arango: Not only the graphics themselves, but how they're presented in package right.

291

00:39:48.420 --> 00:39:55.230

Jeff Arango: So I don't you know we certainly could embed embed videos or you know slide decks to show those so.

292

00:39:55.590 --> 00:40:02.460

Todd: that's a great idea yeah I think you know more important than that is just that it's expected most a lot of.

293

00:40:03.300 --> 00:40:11.220

Todd: Applicants come and just expect to hear feedback without presenting their ideas or their project at all, and you know that's.

294

00:40:11.700 --> 00:40:22.650

Todd: that's not appropriate, we need to hear their presentation, so that we can evaluate it through you know what they see not just what we see, and the second question, and this is.

295

00:40:24.150 --> 00:40:27.360

Todd: Probably at the fear of opening up a whole can of worms.

296

00:40:29.130 --> 00:40:41.790

Todd: Sean and I have met to to talk about calling down the worksheet from so long to two shorter, you know we're not there yet, but we actually had a lot of discussion about.

297

00:40:42.540 --> 00:40:51.720

Todd: Well, what is the worksheet and what are these guidelines or what's the expectation, are we, is it nowhere does it really say what the you know.

298

00:40:52.350 --> 00:41:03.270

Todd: What the point is, do you have to pass every single one do you have to pass 50% do you have to pass, you know what is a passing grade for the projects.

299

00:41:04.740 --> 00:41:15.960

Todd: And we kind of we kind of got to that because you know most most projects, you can tell if they're on the right track if they're looking at the right things and they're showing us the right things and they're saying the right things.

300

00:41:16.770 --> 00:41:33.300

Todd: Some aren't so much that way, and what we were looking at is you know a lot of these guidelines have six you know six sub requirements well, can we get that two, three or what can we compress them somehow.

301

00:41:34.380 --> 00:41:38.550

Todd: Or is it of the six make sure you address the majority of them.

302

00:41:39.840 --> 00:41:56.760

Todd: So what we wanted what we're trying to do is get away from you know every standard response every standard response and have a thoughtful paragraph presented or a couple of paragraphs about that whole standard right.

303

00:41:57.990 --> 00:42:08.850

Todd: So I just wanted to throw that out there and see what everyone's reaction what

the reactions are or Jeff to you what was the intent, you know, is it that you get 100% on this or it's all or nothing.

304

00:42:09.960 --> 00:42:10.200

Jeff Arango: yeah.

305

00:42:11.400 --> 00:42:21.840

Jeff Arango: No good question, I mean the intent is that the obviously the standards have to be complied with, so so those do need to be demonstrated through the application process.

306

00:42:22.470 --> 00:42:37.230

Jeff Arango: The guidelines are more flexible you don't have to implement all the guidelines guidelines are sort of tools to demonstrate compliance with the standards, so you don't have to be all six guidelines, you have to meet the standard and the guidelines are sort of the path to that.

307

00:42:38.370 --> 00:42:51.570

Joseph: it's the best I can explain it can I add to that Jeff I think it was a good explanation I think it's good explanation that yeah if I I I feel the standards, I think, just 24 of them.

308

00:42:53.010 --> 00:43:02.760

Joseph: They have to all be met individually, but the guidelines under each standard there might be five or six things guidelines and that those are.

309

00:43:03.330 --> 00:43:18.750

Joseph: Really listed as examples of ways that an applicant could meet the standard and maybe they meet to have maybe they take to those six guidelines, but then they also can come up with a guideline that they came up with that we hadn't thought about.

310

00:43:19.800 --> 00:43:20.010

Jeff Arango: That.

311

00:43:20.070 --> 00:43:29.370

Joseph: There was something else, and that that would help contribute to that standard right, so they don't have to meet all those guidelines.

312

00:43:30.360 --> 00:43:41.310

Joseph: But those are just ways in which they would meet standard if they followed,

though, so they can add their own guidelines in the sense or come up with a new one, do you agree with that Jeff.

313

00:43:41.940 --> 00:43:48.960

Jeff Arango: yeah I completely agree with that and I think part of the worksheet you know some of it is to show their thinking right and how they responded.

314

00:43:49.560 --> 00:43:59.190

Jeff Arango: You know, they can talk about things like the design guidelines, even those are used to approve or deny a project, they could help the applicant explain their design thinking and that sort of.

315

00:44:00.000 --> 00:44:08.430

Jeff Arango: A big piece of the context analysis as well, so some of it is important process wise and other pieces are more important from a regulatory.

316

00:44:09.330 --> 00:44:20.670

Jeff Arango: standpoint, and I think they're both really important, I understand we don't want to elongate the process too much, but I think it's important to have the applicants kind of show their math, so to speak, and they're thinking.

317

00:44:21.690 --> 00:44:25.320

Jeff Arango: Around how they're trying to meet the intent of the standards and then.

318

00:44:26.370 --> 00:44:30.270

Jeff Arango: adding more specificity, as the meetings progress through the process.

319

00:44:31.920 --> 00:44:37.710

Joseph: So i'm just picking on little farther into what Todd went up there.

320

00:44:39.030 --> 00:44:49.110

Joseph: And as for Jeff we think now that we've had a year and a half to work with the the free book and we've had feedback ourselves trying to figure out the worksheet.

321

00:44:49.620 --> 00:45:02.820

Joseph: Which is what todd's been working on and also feedback from applicants, that the deeper be book for 24 standards, particularly in the area of the public domain in the piece section.

322

00:45:04.290 --> 00:45:23.370

Joseph: That there, there may be some overlap there's some you know answering the same question a couple of times and we may be coming back after this exercise with Todd and Sean looking at the worksheet we might be coming back shortly in the next couple months or something.

323

00:45:24.690 --> 00:45:43.530

Joseph: With ways to slim down those standards, and we might have to go back to the city, if we do to you know, because they are designed standards so that codified, but those is there a mechanism to the city for you to make those changes if we come up to those Jeff.

324

00:45:43.920 --> 00:45:45.690

Jeff Arango: yeah I mean that that's part of what.

325

00:45:46.860 --> 00:45:55.500

Jeff Arango: we're discussing with with Dave is what level of support, if any, the city would like moving forward for managing both the document and the website.

326

00:45:56.520 --> 00:46:02.280

Jeff Arango: You know we're strong supporters of the notion that this is a design review program and this.

327

00:46:02.760 --> 00:46:09.390

Jeff Arango: manual is to help to support that program and so it's great that you're constantly thinking about ways to tweak it because I think.

328

00:46:09.780 --> 00:46:18.060

Jeff Arango: One of the problems that we see often is you know people are dealing with regulations, they adopted 50 years ago literally and haven't made any changes to, so I think it's great.

329

00:46:18.480 --> 00:46:26.700

Jeff Arango: And if there is a desire by the city to have us help support that then we would do it, but we're not under contract at least right now to do that.

330

00:46:27.750 --> 00:46:32.040

Joseph: Okay, thank you Todd does that any other question Todd.

331

00:46:33.990 --> 00:46:45.210

Todd: No, no, that was it to try and figure out what the what the path that you

anticipated my next question what the path is should we decided to condense these how we make the the guidelines meet that.

332

00:46:45.750 --> 00:46:54.360

Joseph: Yes, exactly yeah we'll have to work on that yeah Okay, thank you um let's go to Marlene you've had to end it for all of them will go to vicki.

333

00:46:56.190 --> 00:47:12.690

Marlene Schubert: Okay, I just had a couple questions Jeff I know at one time that the differ be booklet the table of contents, I think it was for assets one through six listed them in a certain order, but then, when you got into the actual section, they were in a different order is have been fixed.

334

00:47:13.140 --> 00:47:15.450

Jeff Arango: Yes, we didn't really we just.

335

00:47:16.080 --> 00:47:21.840

Jeff Arango: got a credit bobo on our team caught that and we just send it today, like a couple of days ago so that's.

336

00:47:22.560 --> 00:47:28.500

Marlene Schubert: Okay, good cuz that spent a little bit of an issue um let's see here.

337

00:47:29.520 --> 00:47:39.300

Marlene Schubert: Okay you've already answered the question that you've updated the booklet so that's great because that is something that we obviously use on the board as well as the applicants us.

338

00:47:39.990 --> 00:47:50.940

Marlene Schubert: And I noticed when you were showing your little DEMO at first, you had a worksheet like it looked like a link that's not going anywhere right now is that what you said you haven't typed those links to the real thing yet.

339

00:47:51.420 --> 00:48:06.120

Jeff Arango: I think it's linking to our dropbox, so I think it is there, but because likely would want to host it some well, maybe this works, but no it's just a link to the actual page from from the book The updated.

340

00:48:06.180 --> 00:48:11.580

Jeff Arango: Okay Okay, Sir, those links are live, they just go to our dropbox

instead of.

341

00:48:12.810 --> 00:48:21.990

Jeff Arango: Being hosted through the site, which I think we could also do, or we could link to this if they're hosted on the city's webpage these links can just go there, too, so there's okay great to do it yeah.

342

00:48:22.710 --> 00:48:34.020

Marlene Schubert: Because I know that, like Todd said they're working on the worksheet and so once we've got that kind of squared squared away and nailed down will want to make sure those links are accurate Okay, thank you for that that's all I had Joe.

343

00:48:34.680 --> 00:48:40.200

Joseph: Thank you um i'd like to just tell us one thing and make a segue back to.

344

00:48:41.460 --> 00:48:53.400

Joseph: Back to bob's comment if we make any changes to the D for be book hook, you know we can add things in the appendix a and I think that's I mean, excuse me in Appendix B.

345

00:48:54.360 --> 00:49:10.440

Joseph: We add several site plans and different things we can do that off and on over time, no problem, but if we're going to make any substantial changes the word changes anything on the D for be book, we really do have to have the data because.

346

00:49:11.580 --> 00:49:22.590

Joseph: we're going to get this problem where someone could go online and pick up the book, you know the design for image full document and it might be different than the one that i'm holding here at my desk.

347

00:49:23.760 --> 00:49:24.480

Joseph: You know what I mean.

348

00:49:24.750 --> 00:49:35.130

Joseph: yeah, we have to really manage that and that's going to take some coordination between you, in the website and in the city, I mean.

349

00:49:35.370 --> 00:49:45.180

Jeff Arango: yeah I think I think a good way to think of it is anything from standards and guidelines to the left of the page if any of that gets changed, then

it requires.

350

00:49:45.690 --> 00:49:53.700

Jeff Arango: change to the booklet because that's the core part of it, I think, under the resources page, we could maybe add a page that has like the official date.

351

00:49:54.120 --> 00:50:01.380

Jeff Arango: And we can make sure that the the documented the revisions are documented as well in the print version.

352

00:50:02.280 --> 00:50:16.410

Jeff Arango: You know, either in the table of contents or somewhere in there and we'll just continue to track that and then the resources and this stuff you know that can be updated, because that's sort of outside of the official document so yeah okay got it exactly right.

353

00:50:17.400 --> 00:50:19.380

Joseph: Okay, great i'm vicki.

354

00:50:21.420 --> 00:50:25.470

Vicki: i'm going back to todd's question about good presentations.

355

00:50:27.240 --> 00:50:39.720

Vicki: A Jeff can you go back to your dropbox and go to the real top of appendix a because I vaguely remember that we said that we needed somewhere.

356

00:50:41.010 --> 00:50:52.950

Vicki: An introduction that explained expectations like Todd Todd is describing so for each of these meetings, the applicant needs to understand that.

357

00:50:53.370 --> 00:51:08.490

Vicki: they're just not going to put this pile of documents in front of us, they actually have to present them and explain them each time the presentations a little bit different but it's kind of building on itself and Why did I think that we put it.

358

00:51:09.690 --> 00:51:14.400

Vicki: At the very top of appendix a and if we didn't did we mean to.

359

00:51:15.630 --> 00:51:17.070

Vicki: Or is it someplace else.

360

00:51:18.450 --> 00:51:32.040

Joseph: So you wrote the first line that says in a complete package minimum document format also little drawings revisions showbiz middle each really is a complete package, where the only one or multiple sheet changes.

361

00:51:32.190 --> 00:51:41.250

Vicki: But you see that's a sub metal versus a presentation So is there someplace else Jeff is this ringing a bell um.

362

00:51:41.760 --> 00:51:44.520

Jeff Arango: I don't recall anything specific about the presentation.

363

00:51:46.020 --> 00:51:47.040

Jeff Arango: piece, but.

364

00:51:47.970 --> 00:51:49.290

Vicki: We talked about it's.

365

00:51:49.290 --> 00:51:49.680

Jeff Arango: Not there.

366

00:51:49.710 --> 00:51:50.370

A lot.

367

00:51:51.540 --> 00:51:57.120

Todd: But the last time I saw her was in that excel spreadsheet that we were putting together for the process.

368

00:51:58.560 --> 00:51:58.950

Joseph: hmm.

369

00:51:59.370 --> 00:52:05.040

Vicki: Maybe that's where it was and getting not get from the XL into into here, but it.

370

00:52:07.020 --> 00:52:15.300

Vicki: taught us point on it's got to be our expectations to avoid hard feelings,

have to be very clear.

371

00:52:15.840 --> 00:52:17.430

Jeff Arango: Okay hold on i'm.

372

00:52:20.730 --> 00:52:27.750

Jeff Arango: So sorry, one of our TEAM members thought it might be in the intro to the design review process.

373

00:52:27.930 --> 00:52:28.470

Okay.

374

00:52:38.310 --> 00:52:39.060

Joseph: see a.

375

00:52:39.960 --> 00:52:41.640

Marlene Schubert: Suicide applicant.

376

00:52:41.880 --> 00:52:42.720

Marlene Schubert: yeah require.

377

00:52:43.170 --> 00:52:58.830

Joseph: i'm sorry, no, I just want to make a point under design review there the last line it says more information on the permit review process, please refer to their cities administrative manual well I don't that's we're saying they're not doing that anymore.

378

00:52:59.760 --> 00:53:02.970

Vicki: or they don't go to the admin manual for the appendices.

379

00:53:03.090 --> 00:53:06.420

Vicki: repent do they do, they go to the admin manual for other things.

380

00:53:06.510 --> 00:53:07.980

Joseph: Maybe they do yeah.

381

00:53:08.190 --> 00:53:08.730

Vicki: I don't know.

382

00:53:10.170 --> 00:53:10.680

Jeff Arango: That I.

383

00:53:10.860 --> 00:53:11.910

Vicki: I want to deal with.

384

00:53:12.420 --> 00:53:12.660

Joseph: yeah.

385

00:53:12.720 --> 00:53:16.410

Vicki: If i'm todd's point I don't know where it is, but it needs to be in here.

386

00:53:17.160 --> 00:53:19.770

Marlene Schubert: look like, there was a sentence in that very first page.

387

00:53:22.350 --> 00:53:24.540

Marlene Schubert: yeah and it said.

388

00:53:24.600 --> 00:53:25.500

Marlene Schubert: Where was it.

389

00:53:29.460 --> 00:53:30.570

Vicki: Oh, see.

390

00:53:33.270 --> 00:53:34.740

Marlene Schubert: hmm is there, another.

391

00:53:35.940 --> 00:53:37.710

Jeff Arango: Maybe it was sorry this one.

392

00:53:38.400 --> 00:53:40.110

Marlene Schubert: yeah there you go okay.

393

00:53:40.710 --> 00:53:46.440

Marlene Schubert: Good each design review meeting the applicant is required to present the design submit those requests that what.

394

00:53:46.680 --> 00:53:47.970

You were referring to maybe.

395

00:53:49.620 --> 00:53:52.710

Vicki: Maybe it should be at a minimum and bold but that's not.

396

00:53:54.090 --> 00:53:55.020

Vicki: Very beefy.

397

00:53:57.090 --> 00:53:58.140

Vicki: Do we want it to be.

398

00:53:59.490 --> 00:54:03.690

Vicki: Todd, what do you want is that enough that's pretty minimal.

399

00:54:03.900 --> 00:54:04.440

Todd: yeah that.

400

00:54:04.980 --> 00:54:06.060

That is pretty minimal.

401

00:54:09.540 --> 00:54:14.130

Todd: I mean it should I don't know if it should be under some middle requirements on the next page.

402

00:54:14.520 --> 00:54:15.030

Joseph: mm hmm.

403

00:54:15.210 --> 00:54:19.260

Todd: that each one starts with a presentation by the applicant or the design team.

404

00:54:22.560 --> 00:54:27.300

Joseph: Can we go to this concept meet meeting page and see what it says their.

405

00:54:29.340 --> 00:54:31.890

Joseph: conceptual review okay um.

406

00:54:35.190 --> 00:54:40.440

Jeff Arango: Applicant lead narrative presents a specific conditions and contextual considerations.

407

00:54:42.480 --> 00:54:45.180

Bob: Probably more in the appendix wouldn't end up enix as.

408

00:54:48.360 --> 00:55:00.690

Joseph: Well, I think there's two different issues here, you know um I think we're getting it is that we want a coordinated and well thought out presentation at each meeting.

409

00:55:02.010 --> 00:55:03.450

Joseph: I think that's what todd's saying.

410

00:55:03.810 --> 00:55:15.720

Joseph: I can speak for him, but yeah I think that's what we're saying, and we need to reinforce that maybe at each you know, a concept review and it's and guidance, you know that.

411

00:55:17.850 --> 00:55:20.400

Joseph: He did projects point just to make a point yes.

412

00:55:21.510 --> 00:55:30.570

Joseph: We keep this is we just got a project, it looks like a pretty involved project with the parking garage and some other things it's going to be a controversial project.

413

00:55:30.930 --> 00:55:40.320

Joseph: And it a conceptual review they wanted to give us eight and a half by 11 drawing with a bunch of circles on it looked like it had been done to the BIC pen seriously.

414

00:55:41.220 --> 00:55:55.380

Joseph: And we rejected that and said no, and that's one issue, but then the other issue is that, even if they have two or three or four drawings that they present them as a package, in a coordinated manner.

415

00:55:57.210 --> 00:55:58.710

Jeff Arango: So we want that.

416

00:56:00.210 --> 00:56:01.290

Jeff Arango: yeah I think.

417

00:56:02.490 --> 00:56:14.100

Vicki: i'm just gonna say it's a it's really a show and tell and sometimes we completely they show here's a pile of documents, but they don't explain them they don't have the narrative.

418

00:56:16.020 --> 00:56:21.540

Vicki: So we're led we're led to have to to kind of get inside their minds all by ourselves and that doesn't work.

419

00:56:23.940 --> 00:56:33.990

Jeff Arango: yeah well, I think, to the extent that we could have examples I mean if we even had a video of someone presenting that would be great, and I think we can you know, try to.

420

00:56:35.130 --> 00:56:36.540

Jeff Arango: Either bold the text.

421

00:56:37.770 --> 00:56:39.690

Jeff Arango: At least as an interim strategy.

422

00:56:40.980 --> 00:56:50.550

Jeff Arango: And maybe add some more stuff to the dependencies and worksheets that make that more clear that there's a expectation for a presentation and each of these meetings.

423

00:56:52.200 --> 00:56:55.740

Joseph: I think, at least in the short term, here, we should at least bold the text.

424

00:56:55.800 --> 00:57:03.210

Joseph: But we, we should also consider maybe you know figuring a way to graphically bring it out even more yeah.

425

00:57:04.170 --> 00:57:04.500

Okay.

426

00:57:06.300 --> 00:57:08.970

Jeff Arango: Thank you well, that was.

427

00:57:09.270 --> 00:57:13.170

Joseph: Great um anything else taught or vicki we go about them.

428

00:57:13.200 --> 00:57:16.950

Vicki: Then, the other on page five of the book.

429

00:57:18.450 --> 00:57:19.890

Vicki: Under design standards.

430

00:57:19.890 --> 00:57:30.240

Vicki: versus guidelines it's was going back to todd's question about the worksheet do they have to pass every single standard.

431

00:57:32.160 --> 00:57:36.060

Vicki: According to page five, the answer to that is yes.

432

00:57:38.400 --> 00:57:47.340

Vicki: However, you know they can use just one guideline per standard and they can choose how they're going to accomplish meeting the standard.

433

00:57:48.030 --> 00:58:07.140

Vicki: And if they're if they have a way to meet the standard that isn't like in one of the illustrative guidelines they just need to say we're choosing to get to meeting the standard this way, and then the rb and this book says we can we can say that meets our satisfaction.

434

00:58:08.280 --> 00:58:17.550

Vicki: So the answer I guess because Joe you said it's codified is yes, the answer is yes, they have to meet all 23.

435

00:58:19.890 --> 00:58:20.520

Todd: right but.

436

00:58:20.640 --> 00:58:22.860

Todd: This is where we get into the debate where.

437

00:58:23.190 --> 00:58:37.380

Todd: You know a lot of the guidelines are focused on the more urban areas right of

the of the island and more developed areas so there's quite a bit that just are not applicable so.

438

00:58:38.550 --> 00:58:45.960

Todd: that's all you know is that our case to case we see what's applicable or not, or does that have to be somehow codifying.

439

00:58:48.000 --> 00:58:54.990

Jeff Arango: I mean, I think you can deal with it on a case by case basis, because if it's really not applicable then.

440

00:58:57.420 --> 00:59:12.600

Jeff Arango: You know they're they're not in non compliance with that standard, and I think that could happen in different ways, for example, like you could see a subdivision you know, certainly being subject to the subdivision guidelines, but maybe not all of the other.

441

00:59:13.740 --> 00:59:27.810

Jeff Arango: You know standards would apply to to certain types of subdivision, so I think there are cases but we generally wanted to avoid the more old school method of design guidelines where you're just sort of picking and choosing a smattering of.

442

00:59:29.190 --> 00:59:31.830

Jeff Arango: Standards and have it be a little bit more methodical.

443

00:59:33.420 --> 00:59:43.830

Jeff Arango: So I think it's you know if we had some texts, maybe in a future update that said that there may be, you know that the board could find that some are not applicable, and I think, in most cases it's obvious where that happens.

444

00:59:45.030 --> 00:59:49.980

Jeff Arango: You know that might be helpful, but I think there's some flexibility now to be able to use judgment on that.

445

00:59:54.090 --> 00:59:54.480

Vicki: Okay.

446

00:59:54.720 --> 00:59:59.220

Joseph: Thank you um I think moving on the Bob you have your hand up.

447

01:00:01.710 --> 01:00:01.920

Bob: yeah.

448

01:00:04.050 --> 01:00:21.630

Bob: In a video is a good idea I don't know if we can grab an old the rv meeting with there's two architects in particular there's a third engineer we've heard recently that are consistently excellent in their presentations generally, I mean hands down they got it.

449

01:00:22.890 --> 01:00:26.640

Bob: once in a while we have somebody that doesn't get it.

450

01:00:27.690 --> 01:00:35.550

Bob: I think, on the design review guide our standards, it was like anything else we're making recommendations only it's a creative review.

451

01:00:36.420 --> 01:00:52.170

Bob: And we emphasize certain standards and de emphasize other standards, I mean I don't know, though, from my experience on the board the last year and a half or whatever it's been I haven't really seen us, other than maybe one project.

452

01:00:53.520 --> 01:00:55.950

Bob: Get too hung up on the standards, I mean.

453

01:00:57.720 --> 01:01:06.480

Bob: least I don't see that I think it's important as us, as was brought up that we need to get one of the presentations from one of these two architects.

454

01:01:07.920 --> 01:01:24.840

Bob: Go you use the term it's you know it includes the data I don't recall what the buzz word that you use it, that was a good word, but I think we need a short just text description of the idea that we're the concept that we're looking for, and I think it can be done in a short.

455

01:01:26.580 --> 01:01:28.020

Bob: Short, a couple pages.

456

01:01:31.140 --> 01:01:38.880

Bob: But that's critical because we don't want to deal with some of the things we've had to deal with this year and.

457

01:01:40.080 --> 01:01:42.540

Bob: Most of them it's not an issue.

458

01:01:44.820 --> 01:01:54.270

Bob: And I guess i'll just send it to you job I haven't heard an answer, yet, but it's really for Dave is the admin manual I just want to make sure when this thing goes live.

459

01:01:55.020 --> 01:02:05.250

Bob: That the admin manual has all the design for bainbridge deletions done at the same time I don't want it to go live and then people are still looking at the admin manuals.

460

01:02:06.450 --> 01:02:08.340

Bob: Little been around for a number of years.

461

01:02:08.430 --> 01:02:18.150

Joseph: Right yeah I think starting really i'll talk to their provider, you can send the speaking foods today, but I think starting really right now, another dislodge.

462

01:02:18.690 --> 01:02:27.510

Joseph: That the planning staff cannot use, we do not want them using the admin menu anymore for these for these things.

463

01:02:27.960 --> 01:02:41.970

Joseph: it's in the deep Ruby book it's on the web page, and here we are, this is what we're all going to work from and the admin manual has other procedures that are not related but on these issues right.

464

01:02:43.170 --> 01:02:47.220

Joseph: don't you agree with that Jeff did it slide and it's ready to go so.

465

01:02:48.420 --> 01:02:53.040

Joseph: Why not use it and yeah make a clean cut from.

466

01:02:54.060 --> 01:03:04.410

Jeff Arango: yeah yeah sure I agree, I mean I think that's the benefit of bring it in I know with the initial draft we kind of went back and forth as to what made the most sense so.

467

01:03:07.320 --> 01:03:07.620

Go.

468

01:03:09.030 --> 01:03:10.440

Joseph: Okay, great um.

469

01:03:11.940 --> 01:03:16.710

Joseph: So any other comments and we'll see anybody's hands up anybody else comments.

470

01:03:19.590 --> 01:03:26.760

Joseph: Yes, if i'm still a little confused in my mind in the system slow on the uptake here, sometimes.

471

01:03:29.010 --> 01:03:32.550

Joseph: i'm an applicant, I come to the city have a project.

472

01:03:33.690 --> 01:03:40.770

Joseph: How do I know to go to this webpage does the city told me that, is there a link at the city that tells me that.

473

01:03:40.950 --> 01:03:41.220

You know.

474

01:03:43.290 --> 01:03:45.090

Jeff Arango: there'll be a very prominent link.

475

01:03:45.300 --> 01:03:50.580

Jeff Arango: On the city's web page and like I said, I think it would help if we designed a little clickable graphic and.

476

01:03:51.240 --> 01:03:57.150

Jeff Arango: put it in big letters so yeah it'll be there and then the print document will be be there as well, so.

477

01:03:58.620 --> 01:04:06.480

Jeff Arango: we'll we'll develop something to make it really obvious and then you know the city should get the word out maybe there I don't know if you have an email list of.

478

01:04:07.440 --> 01:04:18.120

Jeff Arango: You know design professionals, or you know other email lists and lists serves that you use to communicate to the Community, but it'd be nice to get that out there, maybe some social media, but you know let's.

479

01:04:18.600 --> 01:04:23.940

Jeff Arango: let's broadcast it up front when it's initially launched, so people get used to using it.

480

01:04:25.020 --> 01:04:28.770

Jeff Arango: So I can I can work with Dave to help support that effort.

481

01:04:29.940 --> 01:04:39.600

Marlene Schubert: I would also assume during the you know, since we've changed the order of the meetings that maybe it would also be disgusted The pre ap meeting that okay you're going to go through Dr B and.

482

01:04:40.050 --> 01:04:45.450

Marlene Schubert: You know there's a link on our website and they'll try to help educate I would think at that juncture, as well, I would think.

483

01:04:46.200 --> 01:04:46.380

yeah.

484

01:04:48.510 --> 01:05:01.500

Jeff Arango: And you know I think I think it is a good thing to get out there, I mean, even though it's not rocket science to create a website i'm not aware of any other city that that has done this, at least in Washington so it's something I think the Community should be proud of and.

485

01:05:02.700 --> 01:05:06.240

Jeff Arango: You know, make sure that the words out there to the design community.

486

01:05:07.530 --> 01:05:11.010

Vicki: So so john kind of kind of on that note.

487

01:05:14.880 --> 01:05:24.990

Vicki: I don't think it's in the middle, but so i'm a new applicant I call the city, I want to have a like an appointment.

488

01:05:27.090 --> 01:05:36.060

Vicki: there's there's I know we wrote some recommendations or discussed recommendations for how the applicant should prepare.

489

01:05:36.750 --> 01:05:48.660

Vicki: For that pre up conference that that it's you know it's minimal drawings, but they need to have that site plan so Jeff i'm assuming that that is in the some Middles there's a submitted for the pre APP.

490

01:05:52.590 --> 01:05:54.480

Vicki: So.

491

01:05:58.530 --> 01:06:00.450

Vicki: pray i'm so in the submitted.

492

01:06:00.570 --> 01:06:03.960

Vicki: Under the next a is there a sub middle for the preamp.

493

01:06:05.610 --> 01:06:06.270

Jeff Arango: leverage.

494

01:06:08.580 --> 01:06:14.760

Jeff Arango: yep context analysis maps contextual site analysis and the site plan yeah.

495

01:06:15.270 --> 01:06:20.730

Vicki: So they're going to come to the pre ap and be able to start successfully from day one.

496

01:06:21.840 --> 01:06:22.320

Vicki: Okay.

497

01:06:23.490 --> 01:06:24.390

Vicki: Okay, thanks.

498

01:06:24.870 --> 01:06:29.760

Joseph: So, so they would be on on this webpage way before they come to the pre up meeting.

499

01:06:30.150 --> 01:06:35.700

Joseph: Exactly to be yeah they would have to have done that way before yeah.

500

01:06:35.940 --> 01:06:42.480

Jeff Arango: yeah and you know, maybe on the application there's a link to the website, I mean you could do that too.

501

01:06:44.100 --> 01:06:49.680

Jeff Arango: I think there's different like any of the materials could have links that might be another better way to get the word out as well.

502

01:06:51.480 --> 01:06:54.810

Jeff Arango: it's a it's a lot easier to navigate than a PDF that's for sure.

503

01:06:55.680 --> 01:07:01.860

Joseph: So just because you're on this page, let me ask a quick quick question under design for bainbridge full document.

504

01:07:03.570 --> 01:07:12.720

Joseph: i'm you know i'm from portland Oregon and designer and i've never seen this before I could go there and they pull that document, often printed.

505

01:07:14.100 --> 01:07:14.610

Joseph: So right.

506

01:07:15.960 --> 01:07:20.550

Joseph: Okay okay great i'm Bobby had your hand up in there.

507

01:07:23.880 --> 01:07:24.510

Bob: yeah I.

508

01:07:26.220 --> 01:07:42.180

Bob: I just make a suggestion that if putting that link, I would, for me, I would like to see it down by the municipal called icon because it is part of the municipal code, some people, maybe don't realize that, so I think it really has to be.

509

01:07:43.470 --> 01:07:47.850

Bob: In municipal code and then secondly, this is a member of the board.

510

01:07:49.080 --> 01:08:00.030

Bob: Wide sure I should thank you for this thing together, I mean a lot of us put a lot of time into this Joe did the flow chart that will be above it and.

511

01:08:00.810 --> 01:08:17.340

Bob: A lot of us contributed and boy, you know we're not perfect there's going to be errors that we've got come across, but this is exciting, at least for me see a new system that we're going to try out and they appreciate you, you know well, taking the time to put this thing together.

512

01:08:18.600 --> 01:08:28.980

Jeff Arango: yeah no we really appreciate that, too, I mean for us, you know it's an opportunity to kind of raise the bar for how communities run their design review programs so.

513

01:08:29.790 --> 01:08:44.610

Jeff Arango: we're just excited that the city and the Community were supportive of doing this level of effort for this project so it's been really exciting for us and we're just happy to be here about to launch it so thanks for the for the nice words.

514

01:08:45.000 --> 01:09:03.570

Joseph: So just along the same lines, I just wonder, I again I don't think any other city like you said, has done this before right um, how do we get a hold of the the American planning association and see if we can get them to work for this and get this more up there.

515

01:09:03.960 --> 01:09:10.380

Joseph: sure you the air, I think it really be great you know it's quite a bit a annual Washington.

516

01:09:12.330 --> 01:09:20.250

Joseph: Words program or something just so not so much to get the word and put on the wall, but just to get the concept that other people.

517

01:09:20.880 --> 01:09:26.040

Jeff Arango: yeah well certainly look look for those opportunities i'm actually in show, and right now.

518

01:09:27.210 --> 01:09:30.180

Jeff Arango: These couple days attending a conference and i'm speaking tomorrow.

519

01:09:31.530 --> 01:09:40.950

Jeff Arango: In a session and i'm going to talk a little bit about the work here, so we are trying to get the word out and definitely up for looking at board opportunities if they're out there, so.

520

01:09:42.780 --> 01:09:43.500

Jeff Arango: it's exciting.

521

01:09:44.400 --> 01:09:47.040

Joseph: Okay, I see Todd you have your hand up.

522

01:09:47.700 --> 01:09:49.110

Todd: yeah I was just gonna ask Jeff.

523

01:09:50.730 --> 01:09:51.720

Todd: You know, we.

524

01:09:53.130 --> 01:10:01.830

Todd: We first got it we first had a checklist and we wanted to get away from that and we did, and we needed a worksheet but the worksheets still coming in at 50 pages long.

525

01:10:03.660 --> 01:10:07.140

Todd: Which is a little hard to digest, so I think that's a big.

526

01:10:08.640 --> 01:10:22.860

Todd: A big step that we've got to got to navigate so that this does take root and more communities, want to do it um do you have any suggestions on you know what Sean and I are trying to do is is compressed this.

527

01:10:24.270 --> 01:10:26.940

Todd: Any thoughts about how that might be done.

528

01:10:28.980 --> 01:10:36.840

Jeff Arango: i'd have to take another look at it and and try to you know, come up with some thoughts about how it might be pared down.

529

01:10:37.830 --> 01:10:50.580

Jeff Arango: Again it's a little bit of a balancing act right because you don't want to be too lengthy and make it too hard to sort of focus on the most important aspects of the application, but again, you also want to make.

530

01:10:50.580 --> 01:10:51.210

Jeff Arango: sure that.

531

01:10:51.240 --> 01:11:01.080

Jeff Arango: The applicants are demonstrating that they've read the manual that they really understand what the requirements are have really thought through, how to comply with the standards, so I think that's.

532

01:11:01.860 --> 01:11:10.050

Jeff Arango: You know, also an important part of it, so let me, let me take another look at the workshop worksheet and see if we can come up with some options.

533

01:11:11.730 --> 01:11:17.070

Jeff Arango: And it may be that there's more of a digital some middle that can happen as well.

534

01:11:18.750 --> 01:11:28.170

Jeff Arango: You know, through the website or other means that that might help to prepare things down a little bit so i'll take a look at it, I unfortunately don't have any major thoughts right now on on how best to do that.

535

01:11:28.680 --> 01:11:41.730

Todd: yeah I think what we'd like to get to is away from the part of the of the blunt paragraph that answers the question because a lot of times they'll put thought into the first answer and then copy.

536

01:11:42.390 --> 01:11:56.880

Todd: yeah or just ignore So how do we combine a standard, you know how do we ask for a thoughtful you know couple of sentences that wrap up how you're doing this.

537

01:11:57.270 --> 01:11:57.600

Okay.

538

01:11:58.920 --> 01:12:09.030

Marlene Schubert: So just along those lines Jeff I know that we were recently as a group pulled those apart into subdivision and non subdivision to try to shorten it mom.

539

01:12:09.480 --> 01:12:21.480

Marlene Schubert: So that was one thing The other thing is I eventually want to have this available for an applicant to go to our website under our forum section and go grab whichever worksheet is appropriate for their project.

540

01:12:21.990 --> 01:12:31.830

Marlene Schubert: And right now, we had a limitation that had to be in PDF on our website, but our IT department has given me permission to put a word document out there.

541

01:12:32.340 --> 01:12:37.140

Marlene Schubert: and gave me instructions on how to lock down the sections we don't want changed.

542

01:12:37.650 --> 01:12:45.510

Marlene Schubert: So just fyi we're kind of looking at make keeping it word versus PDF because that got really ugly as far as a syllable form it doesn't work real well.

543

01:12:45.960 --> 01:12:51.930

Marlene Schubert: So we're looking at it from a word perspective as well, so I just I didn't know if you had that that information, but I thought I'd share.

544

01:12:52.410 --> 01:12:53.640

Jeff Arango: Okay yeah great thanks.

545

01:12:54.360 --> 01:13:12.780

Joseph: So I'm just to go on for a second what Todd was just talking about it's not only the length of the document of the worksheet if there are 24 standards, and we have one hour for design guidance meeting, then you give them 10 minutes to present something.

546

01:13:14.430 --> 01:13:20.490

Joseph: That gives you two minutes times 24 standards and you got 48 minutes.

547

01:13:21.210 --> 01:13:31.050

Joseph: yeah it's almost impossible for us to go through the entire review there in one hour and.

548

01:13:31.710 --> 01:13:40.980

Joseph: we're like everybody we're very sensitive to having applicants come back and spend another five or \$600 on another meeting you know.

549

01:13:41.430 --> 01:13:56.370

Joseph: On the hourly rates and whatnot so that's something we're trying to figure out the same time that the talks talking about it's the length of the document but it's Also, how do we actually get to the 24 standards in a reasonable amount of time, so.

550

01:13:56.640 --> 01:13:57.690

Joseph: Just something to think about.

551

01:13:58.980 --> 01:14:07.680

Jeff Arango: yeah I mean one one thought is maybe the narrative maybe Lucas one narrative section for each of the sections of standards, as opposed to each individual standard.

552

01:14:09.300 --> 01:14:26.880

Jeff Arango: You know, hopefully, the review package and worksheet are enough to verify compliance with with a lot of the standards before the meetings and maybe the meetings focused on their presentation and then the standards where there may be some questions around compliance.

553

01:14:27.990 --> 01:14:35.220

Jeff Arango: As opposed to going through every single one, which you know as you described would be really difficult to do in a short period of time, so.

554

01:14:35.820 --> 01:14:47.610

Jeff Arango: Maybe just trying to kind of prioritizing the discussion around issues around compliance and acknowledging that some of it, you know, maybe it's verified in advance of the meeting.

555

01:14:49.230 --> 01:14:51.030

Jeff Arango: Just a couple initial thoughts.

556

01:14:51.390 --> 01:14:56.400

Joseph: yeah okay okay i'm vicki and then we'll go to in that vicki.

557

01:14:57.060 --> 01:14:59.550

Vicki: um this question is kind of for Jeff.

558

01:15:01.620 --> 01:15:09.210

Vicki: I was familiar with working in Seattle and they had documents called client assistance models which were you know, really.

559

01:15:09.270 --> 01:15:22.650

Vicki: very helpful and they covered just all kinds of things so are you are you seeing planning department still using things like client assistance memos or they beginning to move more towards.

560

01:15:24.690 --> 01:15:32.910

Vicki: You know, referring people to the website, I mean it or is it a combination of those things because baby has no client assistance mammals.

561

01:15:33.810 --> 01:15:40.830

Jeff Arango: Is that like when you say client assistance those would be thoughts from the city planner to the applicant basically.

562

01:15:40.830 --> 01:15:42.120

Vicki: Well, no they're.

563

01:15:42.180 --> 01:15:46.200

Vicki: they're really kind of generic and they pick out.

564

01:15:47.310 --> 01:15:56.280

Vicki: You know, like like in Seattle, there would be a client assistance memo was about the landmarks process in Seattle, which is.

565

01:15:56.820 --> 01:16:12.660

Vicki: Very specific with the Seattle landmarks board so there'd be a client assistance memo so that the client didn't have to read the whole code here are the highlights, and here you go for for the specifics, that would just be an example of one.

566

01:16:13.800 --> 01:16:14.670

Vicki: And so.

567

01:16:16.890 --> 01:16:23.430

Vicki: Like like here on bainbridge you know, we have the historic board.

568

01:16:25.050 --> 01:16:26.460

Vicki: But if you.

569

01:16:27.720 --> 01:16:33.870

Vicki: If you you all, I suppose, now with the pre APP that's going to be surfaced as an issue.

570

01:16:35.610 --> 01:16:38.040

Vicki: right from day one, which will be helpful.

571

01:16:40.800 --> 01:16:46.080

Vicki: You know in Seattle of your buildings more than 50 years old you're going to the landmarks board period that's it.

572

01:16:47.730 --> 01:16:48.390

Vicki: So.

573

01:16:49.830 --> 01:16:52.830

Vicki: Good gig harbor has applied assistance memos and.

574

01:16:55.050 --> 01:17:05.220

Vicki: So I was just wondering kind of where where the industry was going on things like this thinking about trying to be as helpful as possible and as efficient as possible with an applicant.

575

01:17:06.390 --> 01:17:08.760

Jeff Arango: Yes, some cities definitely use.

576

01:17:09.870 --> 01:17:10.260

Jeff Arango: You know.

577

01:17:11.400 --> 01:17:24.180

Jeff Arango: Documents similar to what you described in terms of the client assistance memos they might just take a piece of the code or particular issue and do a one or two page thing on it, that is an explanation, but also, I think.

578

01:17:25.230 --> 01:17:32.520

Jeff Arango: More cities that we're working with are trying to do what bainbridge has always sort of done, which is front load the process and try to.

579

01:17:33.000 --> 01:17:41.640

Jeff Arango: get ahead of any potential costly design changes down the road so more emphasis on things like the pre application meeting or project guidance, which are more.

580

01:17:41.970 --> 01:17:51.930

Jeff Arango: informal meetings to go over the project and, and you know, have the staff identify what are some of the key elements of the codes and regulations of Philip to comply with so.

581

01:17:52.530 --> 01:17:59.460

Jeff Arango: I certainly think those are a good idea, we tried to write the manual to be fairly accessible already but.

582

01:18:00.090 --> 01:18:11.220

Jeff Arango: But if there's related processes that are even outside the design review and ways to kind of bring that into the fold in terms of communication, I think that's you know that's all positive stuff.

583

01:18:12.990 --> 01:18:13.350

So.

584

01:18:14.550 --> 01:18:16.170

Bob: It could be the Appendix to vicki.

585

01:18:17.370 --> 01:18:32.970

Vicki: or or it's just something we could just add to david's list of ideas, you know because it's broader than just design review board, so it wouldn't want to be in our appendix, because it would cover.

586

01:18:34.110 --> 01:18:41.550

Vicki: Like the storyboard, for example, or I don't know what it would cover public works I don't know but anyway, we should just add it as a thought to David probably.

587

01:18:43.260 --> 01:18:44.460

Vicki: When he has a spare time.

588

01:18:46.380 --> 01:18:49.050

Joseph: Okay um you've had your hand up for a while.

589

01:18:51.000 --> 01:18:55.800

Anna: yeah I had a few questions that came up around the worksheet.

590

01:18:59.190 --> 01:19:01.590

Anna: And while we were talking but then.

591

01:19:03.120 --> 01:19:07.890

Anna: The question that I originally put my hand up for so the word I.

592

01:19:08.550 --> 01:19:20.730

Anna: Think or guess is our statements more than questions, I think it makes sense to I think there are some formatting things that we could do to simplify the document and just by.

593

01:19:21.150 --> 01:19:31.860

Anna: Using tables so that it's just not as many pages and it's easier to skim and I think that would solve some of the issues that vicki you were talking about just.

594

01:19:39.420 --> 01:19:45.750

Joseph: And I don't know if you can hear us you've gone video is signal is weak.

595

01:19:46.860 --> 01:19:54.720

Joseph: If it's possible you could turn off your video so you get this the sound only you might get a better Internet connection.

596

01:19:55.830 --> 01:19:57.210

Joseph: because she is frozen.

597

01:19:59.700 --> 01:20:09.960

Joseph: So I tell you what Todd I think she has some good ideas related to that we'll have to get you guys talking okay about the worksheet and see what goes on from there.

598

01:20:10.350 --> 01:20:11.040

Marlene Schubert: hey Joe.

599

01:20:11.430 --> 01:20:12.750

Marlene Schubert: The meeting times.

600

01:20:13.020 --> 01:20:14.460

Marlene Schubert: Are those set in code.

601

01:20:14.790 --> 01:20:16.890

Marlene Schubert: Like incident only an hour for.

602

01:20:17.550 --> 01:20:18.870

Marlene Schubert: conceptual are.

603

01:20:19.050 --> 01:20:19.320

Joseph: Only.

604

01:20:19.350 --> 01:20:29.610

Joseph: 30 minutes we didn't make them longer Okay, no, we couldn't make the meeting longer and there might be that's another option, they get an hour and a half or something.

605

01:20:30.030 --> 01:20:41.010

Joseph: Once you get people together, particularly when they used to have to travel across on the ferry you very concerned about two meanings so yeah that would be another sure absolutely.

606

01:20:42.270 --> 01:20:43.200

Joseph: Okay i'm.

607

01:20:43.410 --> 01:20:47.400

Anna: sorry about that everybody my Internet is questionable at best.

608

01:20:48.150 --> 01:20:58.530

Joseph: i'm wondering if we found sometimes that if you turn off your video, then the sound because we couldn't hear you false question so.

609

01:20:59.280 --> 01:21:03.660

Joseph: Okay, just want you to try again okay that's the question again and make the comment again.

610

01:21:04.170 --> 01:21:18.990

Anna: Okay, so with though worksheet I had a few a few ideas I think simply

reformatting the worksheet using tables and columns could make it a whole lot easier to use.

611

01:21:20.190 --> 01:21:20.490

Good.

612

01:21:24.600 --> 01:21:35.400

Anna: As by thinking about some of the applicants and that's something that you can do and using syllable by syllable PDF documents.

613

01:21:36.000 --> 01:21:50.400

Anna: which would make it easier, with the existing city system and it would also could also limit the length of sentence sentence and rent written out responses that we get from applicants, so I think that could be a really good approach to.

614

01:21:52.260 --> 01:21:57.030

Anna: to making the the worksheet a little bit shorter and easier to use and.

615

01:21:58.170 --> 01:22:07.590

Anna: So I had those thoughts, because one section and then another bigger question or possibly just a misunderstanding on my part.

616

01:22:07.980 --> 01:22:20.610

Anna: And a while back, I thought I heard someone mentioned that some of the standards that we're working with aren't applicable to some of the rural areas, did I hear that correctly or.

617

01:22:21.210 --> 01:22:21.420

Not.

618

01:22:22.800 --> 01:22:27.570

Anna: So is there a way for for people to know which those are.

619

01:22:31.200 --> 01:22:45.660

Todd: they're not really set up that way it's really when you read them and it talks about like extending block patterns or circulation through sites and things like that which you know you won't really find if you're not if you're too far away from Wenzel.

620

01:22:47.520 --> 01:22:54.150

Anna: But I guess I guess My point is if you're not from here, you may not know that and.

621

01:22:55.200 --> 01:23:01.260

Anna: So I feel like either either the standards need to be applicable across the board.

622

01:23:02.310 --> 01:23:10.620

Anna: Or it needs to be written out which which are not just to again make it more accessible to people.

623

01:23:13.290 --> 01:23:21.930

Todd: yeah I mean it's it's I agree, I don't know that we'll ever get there, but once when you get into the project you, you can see, which ones was relating, which was.

624

01:23:22.650 --> 01:23:24.090

Todd: Using Joe.

625

01:23:24.480 --> 01:23:25.470

Joseph: Thank you so.

626

01:23:26.850 --> 01:23:28.620

Todd: You know, having to do with maintaining.

627

01:23:30.450 --> 01:23:33.270

Todd: You know scale of storefront and things like that so.

628

01:23:33.660 --> 01:23:35.070

Anna: There is an order to do.

629

01:23:35.430 --> 01:23:36.450

Anna: storefronts and yeah.

630

01:23:36.510 --> 01:23:36.840

yeah.

631

01:23:38.670 --> 01:23:39.780

Bob: it's yo maybe.

632

01:23:41.280 --> 01:23:44.310

Bob: here's a thought i'm just brainstorming as I usually do.

633

01:23:45.600 --> 01:23:54.870

Bob: Is you put on with Todd and Sean I mean she's new to the group she's going to see things that we on the group have seen for a while that.

634

01:23:57.600 --> 01:24:01.620

Bob: If that might be helpful, there might be some creativity there just with her.

635

01:24:03.600 --> 01:24:06.570

Bob: knowledge and experience just since.

636

01:24:06.900 --> 01:24:12.120

Joseph: I think that'd be fine if you want to touch base with Todd maybe and.

637

01:24:13.170 --> 01:24:15.630

Joseph: You guys could share those documents back and forth a little.

638

01:24:15.630 --> 01:24:15.960

bit.

639

01:24:17.100 --> 01:24:21.210

Anna: i'd be happy to jump in and help with a wonder about forum.

640

01:24:21.930 --> 01:24:28.020

Joseph: Oh, has to be it can be three three is fine for more is not acceptable.

641

01:24:29.640 --> 01:24:31.950

Marlene Schubert: Right, thank you for being concerned about core amana.

642

01:24:35.250 --> 01:24:52.260

Marlene Schubert: stretch, you know we did play with the PDF with allowing as much text as possible we had complaints it's there's too much room there's not enough room there's it just got it's been really ugly so that's why i'm looking towards using the word version was certain areas locked down.

643

01:24:52.680 --> 01:24:55.230

Marlene Schubert: Because it seems like it's a little more flexible than the.

644

01:24:55.230 --> 01:25:00.660

Marlene Schubert: PDF, at least in my experiences with trying to get this to work so that's kind of where we're at.

645

01:25:01.470 --> 01:25:07.770

Anna: Okay, great so maybe it's more of a matter of letting people know that we don't want a whole bunch of words, but.

646

01:25:09.000 --> 01:25:10.500

Anna: But not limiting the amount of space.

647

01:25:11.940 --> 01:25:14.760

Todd: Right, and I think one thing that's almost getting we're.

648

01:25:15.990 --> 01:25:23.670

Todd: losing the forest for the trees here is if the answers are in the presentation and in the project you don't need to be verbose about it.

649

01:25:24.060 --> 01:25:40.350

Todd: You should be able to go right to the documents and prove your point that's not that's another indicator about how strong the projects are when those explanations get too wordy or addressing other issues, you know it shows that they're not really focusing on what the standards are.

650

01:25:41.340 --> 01:25:42.720

Joseph: absolutely true yeah.

651

01:25:44.040 --> 01:25:48.750

Joseph: So um Jeff I have a question for you, this is just free information for us.

652

01:25:50.100 --> 01:25:59.490

Joseph: If you don't mind related related to the worksheet one of the things since you've had experience, I know, working in langley and some other cities.

653

01:26:00.330 --> 01:26:14.160

Joseph: And one of the things that we're dealing with is who takes notes how our meetings transcribed so that information goes back to the applicant on a given

meeting.

654

01:26:15.090 --> 01:26:32.610

Joseph: Say during design goals, and I know we just had a meeting with someone who's done a lot of work with the city Seattle and they said well the applicant writes up the notes Center to the city and the city centre back to the dmv and then you know it's vetted.

655

01:26:33.720 --> 01:26:43.620

Joseph: we've we've had a constant problem with that is how do we get information, the worksheet the worksheet is actually more to.

656

01:26:44.490 --> 01:27:01.260

Joseph: defend or explain our decision about project to the planning Commission as much as anything else, I just want, if you have any examples or thoughts about how people take notes that a given one hour meeting have a design review board.

657

01:27:02.070 --> 01:27:02.460

Joseph: To.

658

01:27:02.850 --> 01:27:06.570

Joseph: to assign that from somebody from dear be does the African doing.

659

01:27:07.290 --> 01:27:18.540

Jeff Arango: yeah we're So when I was doing it for the cities that I used to work for we would always have someone who was a part time staff person or a contractor actually take pretty detailed minutes.

660

01:27:19.770 --> 01:27:21.360

Jeff Arango: So that's one way to do it.

661

01:27:22.800 --> 01:27:34.290

Jeff Arango: You know now a lot of the meetings are recorded, so you do have have those notes, I mean at the end of the day, I think it's that applicants responsibility to take.

662

01:27:35.220 --> 01:27:41.910

Jeff Arango: notes and respond to what the board says, but as a practical matter if there's anything that the city can do.

663

01:27:42.420 --> 01:27:48.600

Jeff Arango: To have more of an official record of those notes, so that nothing is lost in communication, I think that just going to help.

664

01:27:48.930 --> 01:27:55.200

Jeff Arango: And, to the extent that you can give feedback directly through motions and stuff like that, and those are written down sort of verbatim.

665

01:27:55.530 --> 01:28:05.490

Jeff Arango: that's another good way to do it right, so if you know you're directing as a bore the applicant to come back because of X, Y and Z issue, you know that could be spelled out in the motion.

666

01:28:06.270 --> 01:28:12.570

Jeff Arango: But I always am a good big proponent of having real minutes for the meeting and it doesn't mean it's like a core.

667

01:28:13.290 --> 01:28:23.970

Jeff Arango: You know transcript, but it is more than just to pass the motions and whatnot and it does sort of capture the essence of the of the conversation, so I think those are.

668

01:28:24.390 --> 01:28:34.500

Jeff Arango: Those are my thoughts I don't know if the city is under any obligation to do that, but I think it would help the communication process by brings some formality to it.

669

01:28:36.030 --> 01:28:42.120

Jeff Arango: So you could have a board member do it, but I think that board member may have a difficult time engaging in the meeting if they're.

670

01:28:42.120 --> 01:28:50.580

Jeff Arango: responsible for taking notes i'm not sure I would recommend that, but if there was a you know again a staff person or someone that can help, I think that would be ideal.

671

01:28:51.750 --> 01:29:00.240

Marlene Schubert: And just Jeff so you know we are under the auspice of action only minutes yeah and so.

672

01:29:00.270 --> 01:29:01.950

Marlene Schubert: At least that's how this the city, does it.

673

01:29:01.950 --> 01:29:02.460

Jeff Arango: So.

674

01:29:03.360 --> 01:29:06.780

Marlene Schubert: that's kind of what comes out of it is the actions for the board themselves.

675

01:29:07.470 --> 01:29:20.400

Joseph: that's pretty hard to do yeah okay um unless there's any other questions, I just want to turn it back to you Jeff you have any questions for us any things that are left open ended.

676

01:29:20.940 --> 01:29:35.850

Jeff Arango: No, I I don't I have a good maybe just one thing to think about right is like you know we have this area resources over on the right and we have a few things in there now, but you know give some thought about how we can really set people up for success in this program.

677

01:29:37.020 --> 01:29:53.490

Jeff Arango: which I think you know the city is already doing in many number of ways, but and think about it in terms of both the applicants, as well as the Community Members who you know may be interested in a particular project or you know, trying to understand the design review program or so.

678

01:29:54.510 --> 01:30:09.600

Jeff Arango: I think that's one of the benefits of this site is, we can add additional materials to this resources section so just give some thought to that going forward and otherwise, I can circle back with Dave i've taken notes.

679

01:30:10.620 --> 01:30:20.220

Jeff Arango: In terms of the conversation we can try to turn it around the changes I think pretty fast, and we can send everyone a link to test drive the site, and you know, give us any additional feedback that you may have.

680

01:30:20.970 --> 01:30:33.420

Joseph: Okay, so you'll be doing that shortly, I guess, and it'll come with a password or whatever to get on the site, and then we just look forward to that okay all right, thank you, we really.

681

01:30:34.440 --> 01:30:40.410

Joseph: appreciate you doing this one it's really great I think it's exciting I think it's very thing that we're doing.

682

01:30:42.030 --> 01:30:49.380

Joseph: I personally I think most people in the dmV really think the different be book is generally really, really, really good I mean.

683

01:30:51.060 --> 01:31:00.930

Joseph: You know just make a comment no comment there's some other some 20 advisory groups on bainbridge and others the ethics committee there's.

684

01:31:01.320 --> 01:31:08.370

Joseph: You know, different you know race equity whatnot and i've been looking at some of their some of their meetings online.

685

01:31:08.850 --> 01:31:17.400

Joseph: And they are pretty confused because they don't have anything from the city that expose the spells out what it is they really do what is their mission and whatnot.

686

01:31:17.760 --> 01:31:30.720

Joseph: And one thing that Dr B does have is this book and it's been extremely helpful and I just you know, want to say that that's that's been something that makes the Dr be much more successful here yeah.

687

01:31:31.140 --> 01:31:38.940

Jeff Arango: Well that's that's fantastic that's exactly what we want to hear we use bainbridge as an example with lots of other communities.

688

01:31:39.600 --> 01:31:51.060

Jeff Arango: In terms of what the city is doing in terms of designer view, so thank you, you are a great model for others and just you know appreciate all the great work with the derby's been doing so.

689

01:31:52.230 --> 01:31:52.860

Jeff Arango: Thanks a lot.

690

01:31:53.370 --> 01:31:56.730

Joseph: Okay, thank you, thank you very much we'll talk to you soon.

691

01:31:57.000 --> 01:31:58.530

Jeff Arango: Okay, take care, all right there.

692

01:32:00.030 --> 01:32:07.050

Joseph: So Marlene let's go back to the agenda real quick here again.

693

01:32:17.280 --> 01:32:24.360

Joseph: See, we have no attendees okay so i'm new and old business.

694

01:32:25.980 --> 01:32:34.080

Joseph: i'm Dave isn't here to give us any updates on the subcommittee code changes, except we now know.

695

01:32:35.130 --> 01:32:42.630

Joseph: As vicki said it was five days after after it was approved tier tues proof by the city so.

696

01:32:43.710 --> 01:32:44.430

Joseph: there's that.

697

01:32:45.000 --> 01:32:45.840

Vicki: good job, I think.

698

01:32:45.930 --> 01:32:47.880

Vicki: I think this one refers to.

699

01:32:49.710 --> 01:32:50.340

Vicki: The.

700

01:32:51.060 --> 01:32:54.540

Vicki: pillow that refers to that other committee and didn't.

701

01:32:55.530 --> 01:32:57.570

Vicki: kind of, say, hold on that for a moment.

702

01:32:58.080 --> 01:33:10.260

Joseph: Yes, i'm sorry yeah so you're talking about the subcommittee between the planning Commission and the fear being yeah so i'm just real quickly on that.

703

01:33:11.340 --> 01:33:15.240

Joseph: christy car City Council member who will be leaving.

704

01:33:16.800 --> 01:33:24.450

Joseph: may have already had her last city meeting i'm not sure if she's still on for another month or so, but she had.

705

01:33:26.280 --> 01:33:36.930

Joseph: jump started a process where we had a couple three people from the Dr B and a couple three people from the planning Commission that we're going to look at.

706

01:33:37.980 --> 01:33:39.000

Joseph: Some of the.

707

01:33:40.530 --> 01:33:41.880

Joseph: Problems between.

708

01:33:43.080 --> 01:33:51.150

Joseph: Chapter 1617 and 18 mostly 17 and 18 of the city code where things don't match up you know with.

709

01:33:52.530 --> 01:33:57.900

Joseph: setbacks and buffers and there's this contradictions, with the D for be book and whatnot.

710

01:33:59.310 --> 01:34:01.260

Joseph: i've reached out to.

711

01:34:03.360 --> 01:34:08.160

Joseph: To Kim Osman on the planning Commission they identified three people and.

712

01:34:09.420 --> 01:34:20.370

Joseph: it's it's sort of on hold, right now, because it doesn't have a lot of support with christy being gone or leaving so I don't know where that's going forward.

713

01:34:21.420 --> 01:34:33.060

Joseph: i'm not sure so it's kind of on hold we'll have to get back with Dave about

that and find out if the planning Commission wants to move forward on that on the issue or not so.

714

01:34:34.350 --> 01:34:39.450

Joseph: Good, but I can tell you there yeah um.

715

01:34:40.920 --> 01:34:46.230

Joseph: Is there any other issues that we need to discuss new or old business.

716

01:34:47.670 --> 01:34:53.730

Marlene Schubert: So I took an action last time to kind of figure out how some metals.

717

01:34:54.750 --> 01:34:58.830

Marlene Schubert: What order they land in and what dictates that order when they're uploaded.

718

01:34:59.340 --> 01:35:00.810

Marlene Schubert: So i've been playing around.

719

01:35:00.990 --> 01:35:04.860

Marlene Schubert: With some with a permit out in our training environment.

720

01:35:05.460 --> 01:35:15.270

Marlene Schubert: And I added some documents and it's you know, in a certain order and look like they were going in in the order that I added them so, then I waited a few days and I went in and add a few more named them differently with the date out front.

721

01:35:15.480 --> 01:35:31.530

Marlene Schubert: Just to see if it was alphabetical you know I tried a couple different iterations and I can't make heads or tails of it, so I reached out to the vendor and ask them how they're put in and she's assuring me that they're put in in the order they show it in the order of.

722

01:35:32.670 --> 01:35:42.000

Marlene Schubert: Okay she's come back to me because I said wait a minute what you're telling me isn't right our apologies currently there's no pattern to the order that files are added to notes on the portal.

723

01:35:42.660 --> 01:35:51.690

Marlene Schubert: So it must be just random you add them and they show up in whatever order the system decides to throw them in the air and they land I guess i'm not quite sure, but.

724

01:35:52.050 --> 01:36:03.690

Marlene Schubert: There are some seems to be no rhyme or reason to the order of submitted in a note and correlating to the order that you added them, so I got nowhere.

725

01:36:05.910 --> 01:36:12.930

Joseph: To say I truly appreciate your reference, because that explains a lot explains, you know I mean.

726

01:36:14.040 --> 01:36:26.670

Joseph: It was hell with a win agree it was absolute just almost ridiculous and that we need to have things coming in with dates in order listed on the dock and.

727

01:36:29.010 --> 01:36:37.470

Joseph: We can talk to Dave about that maybe you and I Dave can talk about that later, but that's just got to be fixed somehow.

728

01:36:37.950 --> 01:36:40.290

Marlene Schubert: Well, I know for a while they were trying to number.

729

01:36:40.290 --> 01:36:48.060

Marlene Schubert: them or whatever, but I know that they put them in a note with a date so if everything that came in on Monday, they put it under monday's date.

730

01:36:48.480 --> 01:36:53.400

Marlene Schubert: And if I think and then, if things come in next week, then there'll be a new note with a new date.

731

01:36:53.820 --> 01:37:07.680

Marlene Schubert: I think that's how they do it right now, but so they're trying a little bit, but other than having to rename every single document a certain way that they show you know i'm not sure how that you know where that will go but well.

732

01:37:07.770 --> 01:37:10.950

Joseph: Maybe you David I can have a conference call.

733

01:37:11.400 --> 01:37:12.300

Marlene Schubert: Okay perfect.

734

01:37:13.080 --> 01:37:17.760

Joseph: Thank you, thank you for trying that just proves that it really wasn't our fault.

735

01:37:20.340 --> 01:37:21.960

Marlene Schubert: Now user error, this time.

736

01:37:22.890 --> 01:37:24.480

Joseph: Air that's right exactly.

737

01:37:25.110 --> 01:37:27.060

Joseph: um Bob you have a question or.

738

01:37:29.910 --> 01:37:30.300

Bob: yeah.

739

01:37:31.830 --> 01:37:38.310

Bob: It was something that Dave and I Marlene you're playing around with its kind of related to what you're talking about in a way.

740

01:37:39.030 --> 01:37:47.190

Bob: Where real anxious on the Dr B, so that citizens can go into the portal all up a project if they want to see it and.

741

01:37:47.730 --> 01:37:54.900

Bob: You know I know you're playing around last time with a walk at rona it's easy for someone like myself, because I just asked.

742

01:37:55.530 --> 01:38:01.680

Bob: planner and they get me the blm number, but the common citizen, you know they can't.

743

01:38:02.520 --> 01:38:17.310

Bob: And we really need to be able to come up with some kind of a standard or a master list that people can see that, as all the PL and numbers next to it over the last 10 years or what have you but you've got to be able to pull the you know.

744

01:38:17.820 --> 01:38:23.760

Bob: Why five to pull up and walk up with rona with some with some clarity and she.

745

01:38:28.650 --> 01:38:29.100

Joseph: We lose.

746

01:38:31.290 --> 01:38:32.910

Bob: No that's that's it, I mean.

747

01:38:33.990 --> 01:38:43.380

Bob: i'm Marlene knows of I just kind of wanted to bring that up again because we're really trying to make this this user friendly for the citizen, the average citizen.

748

01:38:45.450 --> 01:38:47.820

Vicki: So so Marlene um.

749

01:38:48.960 --> 01:38:56.730

Vicki: You know it's kind of a wonder, with the program that it's garbage and a little bit garbage in garbage out thing so like.

750

01:38:57.720 --> 01:39:19.770

Vicki: You know before when a project starts, there should be a forum where the exact address is put in, so the address I have found addresses can change by you know to street numbers in the subdivision like this is the address this is the physical name of the project.

751

01:39:20.790 --> 01:39:22.440

Vicki: This is the.

752

01:39:23.700 --> 01:39:26.010

Vicki: The owner of the project.

753

01:39:28.500 --> 01:39:42.300

Vicki: And right now, you can also you can say you can search by the architects name and so it's like the like the computer program like the portal if i'm a citizen and I go in and I type in.

754

01:39:43.320 --> 01:39:45.960

Vicki: Charlie one slot because I know he's the architect.

755

01:39:47.550 --> 01:39:50.430

Vicki: That project may not appear in Charlie.

756

01:39:51.810 --> 01:40:08.850

Vicki: But if I have searched Oh, I now found it over here under the address it's like the the program like i'm asking it to tell me where it is if I either tell me i'm giving you one of four pieces of possible information and it's like it won't do it.

757

01:40:10.080 --> 01:40:26.100

Vicki: And sometimes it will, and sometimes it won't and so it's like is there, like at the very beginning, before numbers get assigned or anything I those four pieces of information guaranteed and locked down.

758

01:40:27.750 --> 01:40:38.130

Marlene Schubert: yeah I don't know that there's consistency in that because, when the the permit is created or application in the system, I think it depends on who's doing it.

759

01:40:38.550 --> 01:40:47.280

Marlene Schubert: The one that you were saying you were looking for Charlie he may not have been listed on the contacts tab he might have been on the contractor step, I mean there's so many different places that information is that.

760

01:40:47.610 --> 01:40:55.620

Marlene Schubert: And i'm not quite sure exactly which fields, the portal hones in on when you're doing searches, is it looking at the contacts.

761

01:40:55.980 --> 01:41:05.640

Marlene Schubert: Is it, looking at the contractors tab is it you know what I mean is, it is it looking for the project description and is that written out where it says grow in that title, do you see what i'm saying so.

762

01:41:05.970 --> 01:41:06.690

Marlene Schubert: I think it'll just.

763

01:41:07.080 --> 01:41:08.790

Marlene Schubert: depend on WHO to entering it.

764

01:41:09.630 --> 01:41:14.070

Vicki: Part what you're what you're describing then is almost like the root of the problem.

765

01:41:15.060 --> 01:41:27.420

Vicki: there's there has to be these guaranteed four or five fields that we know the portal will look for and then whoever the planner is are the front desk folk that's putting that down.

766

01:41:27.810 --> 01:41:37.620

Vicki: Those five fields, need to be guaranteed, so the citizen or the poor Dr B Member can find it before we have the plan numbers memorized.

767

01:41:39.690 --> 01:41:41.040

Marlene Schubert: Or the power souls or.

768

01:41:41.040 --> 01:41:41.670

Vicki: The person.

769

01:41:41.940 --> 01:41:42.570

Vicki: Or the.

770

01:41:45.120 --> 01:42:03.150

Bob: Mr Linda the applicants change, for example, that you know the walk up medrano Jennifer southern happened to do it so it's easy for me to get the pls but what happens is even vicki different it's the same project, they did several different phases, but the applicants different.

771

01:42:05.130 --> 01:42:07.470

Marlene Schubert: Well, the applicant is oh applicant i'm sorry I thought you meant.

772

01:42:08.580 --> 01:42:15.090

Bob: The name yeah one might be the owner of the other one might be the architect might be the civil engineer, I mean it's all over the place.

773

01:42:15.570 --> 01:42:18.660

Marlene Schubert: But I don't know if we can dictate who's the one that's going to apply for this.

774

01:42:19.050 --> 01:42:19.830

Bob: I understand.

775

01:42:20.070 --> 01:42:23.190

Bob: yeah I understand that, but that's the challenge.

776

01:42:24.360 --> 01:42:26.160

Bob: The applicants are different.

777

01:42:26.580 --> 01:42:28.200

Marlene Schubert: Right yep.

778

01:42:28.350 --> 01:42:29.310

Bob: The same project.

779

01:42:30.330 --> 01:42:40.350

Vicki: That, I think it would be unusual for all five of those fields to change so at the portal will search for three or four or whatever the magic number is.

780

01:42:41.430 --> 01:42:50.610

Vicki: that's going to get the project pulled up for you a one out of four or five or three or whatever it's like it's like we're not understanding what it can do.

781

01:42:51.630 --> 01:42:55.290

Vicki: We may not like what it can do, but we don't even understand what it can do.

782

01:42:56.880 --> 01:42:57.450

Marlene Schubert: I mean, let me.

783

01:42:57.540 --> 01:43:00.960

Bob: Look at my drawing and then see if there's maybe a couple common.

784

01:43:03.120 --> 01:43:12.930

Bob: You know, common Texas, that we can use, I mean maybe that's one way of trying to identify it I I couldn't I looked at it trying to figure it out sort of a master list I.

785

01:43:14.430 --> 01:43:14.970

Bob: Lucian.

786

01:43:15.540 --> 01:43:23.700

Marlene Schubert: So let me go back to them and ask them okay now let's talk about parcels you know searching for projects in the portal and tell me what it's looking at.

787

01:43:24.120 --> 01:43:34.110

Marlene Schubert: You know, when we put in four or five different digits or letters, or whatever what fields is it trying to compare that to to see if there's something we can do there so i'll take that action.

788

01:43:34.230 --> 01:43:38.880

Vicki: And also like on messenger house, if you did not type in.

789

01:43:40.170 --> 01:43:47.580

Vicki: want to wait six one North East manitou park and spell boulevard out it wouldn't find it for you.

790

01:43:47.730 --> 01:43:49.680

Vicki: If you put in feel vd.

791

01:43:49.920 --> 01:43:50.910

Vicki: It would not find it.

792

01:43:51.360 --> 01:43:55.320

Vicki: It wouldn't you've got you've got the one away six one ne ne Anatolian.

793

01:43:55.740 --> 01:44:02.190

Vicki: It and then know it had to be 100% and explicit specifically in a certain way.

794

01:44:02.610 --> 01:44:11.130

Marlene Schubert: I think, maybe we're using by chance to the wild card, which is the percent sign, because that then allows for a little more flexibility and you're searching.

795

01:44:12.330 --> 01:44:13.770

Vicki: I guess I wasn't.

796

01:44:14.040 --> 01:44:18.750

Marlene Schubert: yeah and I think that is on our website that it says, use the i'd have to go look because it's.

797

01:44:18.750 --> 01:44:19.530

Vicki: Just a while, but.

798

01:44:19.950 --> 01:44:34.890

Joseph: Either way, if we can't figure this out citizens can the city really wants citizen input in citizen knowledge and people knowing what's going on, you know it's it's impossible.

799

01:44:36.300 --> 01:44:43.290

Bob: yeah even if you put the parcel number and what happens is you start with one parcel number, then all of a sudden it splits into like.

800

01:44:43.680 --> 01:44:55.050

Bob: A drama house event or medrano walk i'm a drone I think zero what's the zero line and all of a sudden, you got 40 arsenal numbers well, what are you going to do.

801

01:44:56.160 --> 01:45:01.560

Bob: I mean I looked at it all different ways, and I could not find a common denominator.

802

01:45:02.640 --> 01:45:05.760

Bob: i'm sure there and I couldn't find it yes.

803

01:45:07.860 --> 01:45:17.610

Joseph: Well, I think this is something that we really have to look at i'm not sure we can take a lot of time to that here at the meeting with everybody, but it's something we really need to work on.

804

01:45:18.750 --> 01:45:25.770

Marlene Schubert: And just knowing we have very limited on what we can have changed on the portal it's it's really been interesting to see.

805

01:45:26.460 --> 01:45:41.640

Marlene Schubert: How that works, because a lot of the programming in it is a more of a global and not jurisdiction by jurisdiction and therefore we want to change and another jurisdiction doesn't want that same change then it's like okay so that's where it becomes really challenging so.

806

01:45:43.440 --> 01:45:44.580

Joseph: All right, thank you.

807

01:45:45.720 --> 01:45:47.640

Joseph: um I have one other.

808

01:45:48.810 --> 01:45:51.120

Joseph: Item new business and.

809

01:45:52.200 --> 01:45:56.790

Joseph: I think Emma is still there, unless we've lost her on her.

810

01:45:58.440 --> 01:46:13.740

Joseph: Internet connection, but because Anna is is new and it's beginning going into you know December into January, the New Year whatnot um I think we have to really look at some ethics training.

811

01:46:15.540 --> 01:46:29.850

Joseph: Particularly related related to the opm a the open public meeting act as well as how to use the colby email and now has like we all do colby email.

812

01:46:30.480 --> 01:46:45.600

Joseph: But she hasn't yet had the great opportunity that we have to have been recently subjected to have freedom of information, request for all of our emails um which was really interesting so.

813

01:46:46.680 --> 01:46:54.420

Joseph: When do you use your Kobe email when do you not in you know you shouldn't be talking with your private email service.

814

01:46:55.440 --> 01:47:06.510

Joseph: About city projects etc, we just need to look at and Dave is looking at that trying to get us squared away for something, probably in December or January.

815

01:47:07.200 --> 01:47:07.980

Marlene Schubert: I know that.

816

01:47:08.550 --> 01:47:13.320

Marlene Schubert: When Anna received her email, I believe, believe from roz there was some video to watch.

817

01:47:13.890 --> 01:47:15.240

Marlene Schubert: Did reiterate to.

818

01:47:15.420 --> 01:47:28.830

Marlene Schubert: Anna that you know don't use your personal email, and if you happen to receive something in your personal email forwarded directly to your you know your coby email so we've got records I think there's a little bit of that already given to Anna but i'm not sure to what extent.

819

01:47:30.210 --> 01:47:30.480

Joseph: well.

820

01:47:31.200 --> 01:47:37.230

Anna: A couple of training videos that I was required to watch before joining any meetings so.

821

01:47:37.350 --> 01:47:38.190

Joseph: Okay that's great.

822

01:47:39.090 --> 01:47:41.370

Marlene Schubert: I don't know if they're doing them by video now or.

823

01:47:41.400 --> 01:47:45.000

Marlene Schubert: You know, because, like we used to have somebody from legal come join us once a year, and do a.

824

01:47:45.000 --> 01:47:46.110

Marlene Schubert: Little presentation.

825

01:47:46.380 --> 01:47:52.410

Marlene Schubert: And i'm not quite sure if that's changed now with coven if they're just doing it by a video review or what.

826

01:47:53.010 --> 01:48:09.720

Anna: yeah the videos that I was told to look at that look like they were recorded late last year, so it seems like it was probably a code shift when they realize that they need to do trainings but couldn't do them in person, so those are available on

YouTube but they I think they're past.

827

01:48:11.370 --> 01:48:11.760

Joseph: Okay.

828

01:48:12.840 --> 01:48:26.670

Joseph: Well, I just stand by for that coming forward at some point Dave is going to be looking at that and I just want to put that out there um, are there any other issues that you'd like to chat about other than the weather or anything.

829

01:48:28.200 --> 01:48:29.940

Joseph: Any comments from anybody.

830

01:48:32.310 --> 01:48:44.100

Joseph: I have no more new business, so, if not, I would like to adjourn the meeting and thank everybody for attending today i'm glad we have a full complement of people.

831

01:48:44.670 --> 01:48:59.880

Joseph: And I thought today's meeting was was really helpful for the will the framework discussion okay all right Okay, so thank you very much, everybody and we'll see you and guess the next meeting will be in December.

832

01:49:01.740 --> 01:49:08.910

Joseph: and much of the day, but yeah all right, thank you mark for staying with us all this time we appreciate it.

833

01:49:09.360 --> 01:49:11.880

Mark Hofman Interim Director: Thank you, I think the date is December sets.

834

01:49:12.060 --> 01:49:13.770

Mark Hofman Interim Director: Summer second calendars correct.

835

01:49:13.980 --> 01:49:15.480

Joseph: yeah okay oh.

836

01:49:16.260 --> 01:49:27.660

Joseph: yeah I would say, since you're still here that you I know you're in term, and you have a lot of things on your plate, but this portal problem is really complicated.

837

01:49:28.380 --> 01:49:29.220

Mark Hofman Interim Director: yeah I feel like.

838

01:49:29.250 --> 01:49:30.900

Mark Hofman Interim Director: I have the same issues.

839

01:49:31.020 --> 01:49:32.370

Mark Hofman Interim Director: yeah it's cooking in.

840

01:49:32.670 --> 01:49:36.210

Mark Hofman Interim Director: If we have one digit or letter wrong it's very frustrating.

841

01:49:37.230 --> 01:49:43.140

Joseph: And ultimately, what I what I personally care about is, I feel like it's doing a disservice to the citizens.

842

01:49:43.500 --> 01:49:46.830

Joseph: Oh yeah because they can't Come on, and find out projects.

843

01:49:47.370 --> 01:49:49.410

Mark Hofman Interim Director: You know I hear you're not but David about it.

844

01:49:49.740 --> 01:49:51.360

Mark Hofman Interim Director: I had that same experience at snow.

845

01:49:51.360 --> 01:50:05.880

Mark Hofman Interim Director: Kwame and even though I was a staff member, I didn't use it primarily because every street in the city has ne se and if I just went right to the parcel viewer at the county and bypass that whole search thing.

846

01:50:07.290 --> 01:50:07.680

Joseph: Okay.

847

01:50:08.040 --> 01:50:08.730

Mark Hofman Interim Director: Very good okay.

848

01:50:09.030 --> 01:50:16.200

Joseph: Okay, well, thank you all and stay dry and safe and we'll See you in December, thank you, everybody.

849

01:50:17.190 --> 01:50:17.670

Vicki: Thank you.

850

01:50:17.820 --> 01:50:18.090

bye.

Attendee Report				
Report Generated:	11/15/2021 19:09			
Topic	Webinar ID	Actual Start Time	Actual Duration (minutes)	
Design Review Board Regular Meeting	982 9529 3528	11/15/2021 21:50	121	
			Unique Viewers	Total Users
			3	16
Host Details				
User Name (Original Name)	Email	Join Time	Leave Time	Time in Session (minutes)
Marlene Schubert	mschubert@bainbridgewa.gov	11/15/2021 13:50	11/15/2021 15:50	121
Panelist Details				
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Vicki	vicki.clayton@cobicommittee.email	11/15/2021 13:55	11/15/2021 15:50	116
Bob	bob.russell@cobicommittee.email	11/15/2021 13:58	11/15/2021 15:50	113
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Leslie	lschneider@bainbridgewa.gov	11/15/2021 13:58	11/15/2021 15:50	113
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User Name (Original Name)	Email	Join Time	Leave Time	Time in Session (minutes)
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DESIGN FOR BAINBRIDGE 2019

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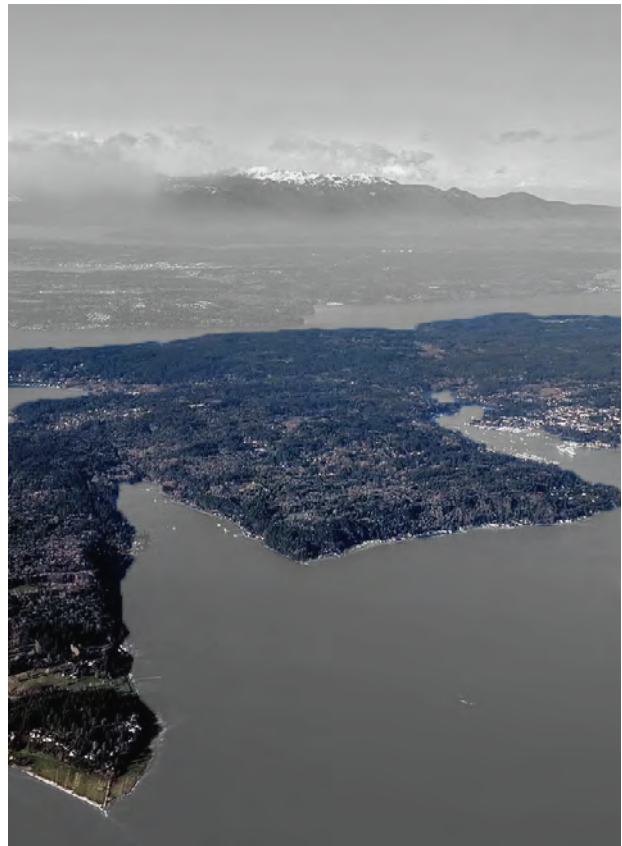
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1 DESIGN ON BAINBRIDGE

The Island

Bainbridge Island is a close knit community with several neighborhood centers and a lively, walkable downtown in Winslow with a mix of shops, services and activities. The Island attracts residents and visitors with its magnificent natural setting and mix of rural and small-town charm, all a short ferry commute from Downtown Seattle. The City's residents are committed to preserving the Island's sense of community and green spaces, and deeply value the Island's natural lands, shorelines and enduring connection to local agriculture.

The City's Design Standards are based on the existing policies, principles and values established in Bainbridge Island's Comprehensive Plan and through community engagement. Each of these values and principles as they relate to the design of new development is articulated in the following section, and the standards draw on these principles and offer specific guidance to inform design at various scales and stages, including site design, building design and composition, and architectural detailing. The Standards were carefully crafted to ensure that new development reflects Bainbridge Island's common values and culture, and that it contributes to and enhances the City's built environment.





Goals + Principles

The Bainbridge Island community values authenticity and design that is specific to Bainbridge. Generic approaches to design for sites, streets, buildings, and other elements are inconsistent with the island character and values.



DESIGN FOR BAINBRIDGE

Bainbridge Island's architecture is diverse, spanning a range of eras and architectural styles, but its urban fabric maintains a defining character and continuity within its varied buildings, streets and neighborhoods. Good design is the thoughtful composition of buildings, landscape and public spaces that creates a meaningful relationship to a building's surroundings and contributes to the public realm and neighborhood fabric. These standards define the responsibility of new development as respecting neighborhood context, responding sensitively to the surrounding built and natural environment, and contributing to the community.

DESIGN FOR SUSTAINABILITY & CLIMATE RESILIENCE

Bainbridge residents cherish the Island's natural environment and are committed to protecting and restoring the ecological and hydrological functions of its natural lands and water bodies. Sustainable design and green building practices help reduce the burden of development on natural systems, and help ensure Bainbridge Island is climate resilient. Concentrating growth in the Island's urban center through the zoning code and around shared infrastructure conserves natural habitat, ecological functions, open space and areas designed for recreational use. Specific elements of site design, building design, construction, and operation, such as efficient use of energy and water, integration of renewable energy, and use of sustainable and ethical materials can mitigate the environmental toll of new development and address local climate vulnerabilities.

DESIGN FOR A WALKABLE, BIKEABLE AND CONNECTED COMMUNITY

Part of a safe, healthy and sustainable community is a walkable, bikeable and transit-friendly built environment that encourages active transportation. Walkable, bike- and transit-friendly development that reduces reliance on cars can help improve air quality and help residents live healthier more active lives. New development should support alternative travel modes and contribute to the individual's connection to place. Thoughtful design can further both these goals enhancing the public realm that ties together the city's buildings, which in turn improves the experience of walking and biking.

DESIGN FOR HEALTH, EQUITY, AND INCLUSION

Healthy housing development and expansion of educational and civic institutions support diverse and inclusive growth, and help build thriving neighborhood centers. Design can have an effect not only on the community's look and feel, but also on housing affordability for people of different means, and the comfort of people from different backgrounds. Building an accessible community that supports transit and that creates and creates a quality pedestrian experience can help grow employment locally, improve quality of life, and lay the foundation for a more diverse community.

DESIGN TO FOSTER CULTURE AND SOCIAL WELL-BEING

The contributions of Bainbridge Island's residents through the arts, agriculture, and active organizations are a piece of what defines the City. Bainbridge Island's rich history, and dynamic cultural life are supported by the City's buildings, parks, and public spaces. They represent the community's experiences and foster a robust public life in Bainbridge Island's downtown, in distinct neighborhoods, and in the Island's rural areas. New development should contribute to and create spaces that are accessible and reflect local culture and identity.

DESIGN FOR CONNECTIONS TO THE NATURAL ENVIRONMENT

Bainbridge Island's natural environment is not simply a scenic backdrop for its built environment — the two are intimately connected. New development should draw inspiration from and preserve natural areas, responding to natural features like slopes, streams, heritage trees, and wetlands in ways that minimize disturbance and leave ecological functions intact.

How to Use this Document

Design for Bainbridge provides guidance for applicants to successfully navigate the design review process. This section highlights key elements of the design review process to improve clarity and predictability for the City, applicants, and the public.

When is Design Review Required?

The Bainbridge Island Municipal Code (BIMC) specifies when design review is required in [Table 2.16.010-1: Summary Table of Land Use Procedures](#). The requirement for design review is based on the type of land use review required for the type of development or other activities proposed.

Design review is required for the following project types:

- a. Major site plan and design review (includes any site plan and design review in the business/industrial zoning district)
- b. Major conditional use permits
- c. Preliminary long subdivisions
- d. Preliminary large lot subdivisions
- e. Major shoreline conditional use permits
- f. Short preliminary subdivisions of 3 lots or more

Design review is optional for the following project types:

- a. Minor site plan and design review
- b. Minor conditional use permits
- c. Preliminary short subdivisions

The development of single-family homes and minor activities or improvements like routine maintenance, interior work, or projects that don't require a building permit or a change of use are exempt.

Design Standards vs Guidelines

Design for Bainbridge includes both Design Standards and Design Guidelines. Design Standards are clearly defined, mandatory and applied based on the site's context (surrounding neighborhood, and natural environment), and the site itself. Guidelines are more flexible and provide different approaches to meeting the Design Standards. **For a project to be approved, it must comply with all applicable Design Standards and demonstrate how the project team has applied Design Guidelines to meet those standards.** For example, an applicant must comply with Site Design Standard S1: Protect and Repair Natural Systems by meeting one or more of guidelines a - e listed on Page 23 or an acceptable alternative to the satisfaction of the Design Review Board. Design Standards and Design Guidelines, and the development to which they apply, are defined below.

Design Standards: Standards in Chapters 4 and 7 mandate planning and design actions that the applicant must incorporate in their project application. Compliance with standards is mandatory and failure to meet a mandatory standard may be used as a basis for the city's denial of a project application.

Design Guidelines: Guidelines in Chapters 4, 5, 6, and 7 are voluntary and not mandatory; however, compliance with guidelines may be necessary to comply with the Design Standards. Guidelines provide a variety of ways to satisfy the Design Standards based on the specific context and site. Failure to meet a voluntary guideline cannot be used by the city as a basis for a project denial.

Development: Development means all structures and other modifications to the natural landscape above and below ground, on a particular site.

Relationship to Other Regulations, and Permit Review

Design review is part of an integrated land use and development review process. Regulations that come into play during this process include zoning, subdivision standards, building permits, and other regulations for shoreline development, critical areas, and State Environmental Policy Act (SEPA). The Design Review Board (DRB), in coordination with City staff, is responsible for design review which focuses solely on compliance with Design Standards and Design Guidelines contained in this document. Regulations for zoning, subdivisions, and buildings are reviewed and approved by other parties within the City. Design review starts early in the City's land use review process and concludes with final review and recommendations from the DRB directly to the Planning Commission, City Council, Planning Director, and Hearing Examiner. The final permit decision varies by the permit type but is typically made by the Planning Director or the City's Hearing Examiner. For more information on the permit review processes please refer to the City's [Administrative Manual](#) and Municipal Code:

- Zoning [BIMC 18](#)
- Subdivisions [BIMC 17](#)
- Building [BIMC 15](#)
- Shoreline [BIMC 16.12](#)
- Critical Areas [BIMC 16.20](#)
- SEPA [BIMC 16.04](#)

Departures

Design for Bainbridge is intended to provide flexibility in meeting the Design Standards and applying the Design Guidelines to projects. However, there may be circumstances where the applicant proposes a design solution that meets the guiding principles and intent of the standards and guidelines but is not in strict compliance. Departures may be approved by the final decision-maker with a recommendation on approval or denial by the DRB for projects under their review.

Any request for one or more departures shall be made at the Design Guidance Review Meeting as part of the pre-application phase of the project. The Design Review Board may include departure in its recommendation to the Planning Commission, if one of the following criteria are met. Departures from the design standards may be approved based on the following criteria:

- a. The departure is related to a variance from a standard in the BIMC that also impacts the ability to meet one or more of the design standards;
- b. The departure meets the intent of the design standards and the proposed departure is equal or greater to complying with the design standard;
- c. The granting of the departure results in a project with greater natural resource conservation value, less adverse impact to adjoining properties, or more practical design because of topography, critical area, or other extenuating circumstance.

Definitions

The definitions contained in this section are applicable only to this document and its contents. For complete list of definitions, visit [BIMC 18.36](#).

Active means fostering human activity and interaction, often to describe streets and public spaces with pedestrian traffic, events and programming, or uses that draw, facilitate, or serve as a backdrop for human interactions such as shops and restaurants.

Built Environment means the parts of our physical surroundings that are created by and for humans and serve as the setting for human activity.

Character is the distinctive qualities of a place, building or street.

Civic Uses are public buildings or institutions owned and operated by governmental or other public agencies. This includes government offices, courthouses, police and fire stations, and schools.

Context is the physical (including natural and human-made) and cultural environment around a specific site and how the site relates to those surroundings.

Development means all structures and other modifications of the natural landscape (both above and below ground) on a particular site.

Design Standards mandate planning and design actions that the applicant must incorporate in their project application. Compliance with standards is mandatory and failure to meet a mandatory standard may be used as a basis for the city's denial of a project application.

Design Guidelines are voluntary and not mandatory; however, compliance with guidelines may be necessary to comply with the Design Standards. Guidelines provide a variety of ways to satisfy the Design Standards based on the specific context and site. Failure to meet a voluntary guideline cannot be used by the city as a basis for a project denial.

Fenestration is the arrangement, proportioning, and design of windows and doors in a building.

Frontage means street-facing façade of a building and its relationship to the street.

Heat Island Effect is the tendency for built areas to be hotter than their surroundings because of absorbed solar radiation and lack of vegetation, in particular, trees.

Human Scale is the scale at which humans can comfortably interact with their environment based on the physical and cognitive characteristics and capabilities of the human body.

Impervious Surface means a non-vegetated surface area which either prevents or retards the entry of water into the soil mantle as under natural conditions prior to development and/or a hard surface area which causes water to run off the surface in greater quantities or at an increased rate of flow from the flow present under natural conditions prior to development. Common impervious surfaces include, but are not limited to, roof tops, walkways, patios, driveways, parking lots or storage areas, concrete or asphalt paving, gravel roads, packed earthen materials, and oiled macadam or other surfaces which similarly impede the natural infiltration of stormwater.

Massing: the shape, form and size of buildings.

Natural Systems such as ecosystems or water and nutrient cycles, are systems that exist in nature independent of human involvement and are composed of physical and biological materials and processes.

Permeable materials allow stormwater to infiltrate into the ground.

Public Realm means the spaces around, between and within buildings that are publicly accessible, and support public life and social interaction.

Resilience or climate resilience is the ability to anticipate, prepare for, and respond to hazardous events, trends, or disturbances related to climate.

Stormwater Runoff is the rainfall that flows over land, paved surfaces, and building rooftops.

Right-of-Way means all public streets and property granted or reserved for, or dedicated to, public use for streets, walkways, sidewalks, bikeways, parking, and horse trails, whether improved or unimproved, including the air rights, subsurface rights, and related easements.

Scale means a proportionate size, extent, degree, or level of detail typically in relation to a standard point of reference.

Stormwater Infiltration is the process by which rainfall and stormwater runoff flows into and through the subsurface soil.

Sense of Place is the relationship with the place and its identity as felt by residents and visitors and shaped through experiences of a place's natural, human-made, cultural, and historical features.

Street Types are the classifications for each street on the Island according to common functions and existing or desired characteristics. The permitted building frontages for each Street Type specify setback requirements and treatments between the building and the right-of-way.

Transpiration is the process by which water moves through a plant and evaporates into the atmosphere from its leaves and exterior surfaces.

SUSTAINABILITY DEFINED

The term "sustainability" has become a frequently-used buzz word. Sometimes it is even used in an attempt to "green wash" a project or a proposal. Because sustainability is such a fundamental value in Bainbridge Island's design standards, a clear definition is needed. In common parlance, sustainability is defined as follows:

The ability to be maintained at a certain rate or level. Common examples are: "the sustainability of economic growth"; "the long-term sustainability of the project."

In the realm of ecology and the survival of the planet and all its inhabitants, sustainability is best defined in the context of living systems. Thus, "sustainability" means, simply, "to align with natural forces, or at least not to defy them," and is about everything we do as humans. To use the phrase "environmental sustainability," for example, or "sustainable agriculture" or a "sustainable economy," while grammatically correct, does not exemplify the true definition of, nor foster application of the real meaning of, sustainability. Sustainability, properly used, is about the entire planet as a living system, including all life forms.

Viewing a community as a living system recognizes that the "rules of the house" are non-negotiable biophysical principles and the elements of sustainability rest upon those principles.

To further understand this approach to community, it helps to know that "ecology" and "economics" have the same root: eco from the Greek oikos, or home. Ecology is the knowledge or understanding of the house, and economics is the management of the house—and it is the same house. Therefore, understanding our community as a living system—an ecosystem—will give us not only a new understanding of "economy" and "economics," but also will foster a vision of the future, along with strategies for its realization, that focus on resiliency, adaptability, and attunement with nature.

If we perceive ourselves and all we create as part of an ecosystem, it is easy to understand that our community is a living system within which there are nodes of wealth: social, natural and financial. All interact as a system and are linked together through nutrient cycles and energy flows, and the maintenance and health of these networks is essential to the overall health and prosperity of our community.

- Jane Rein, Design Review Board

2

DESIGN REVIEW

Design Review Process

The design review process, standards, and guidelines are structured to support good design and a deliberate design process from context and site down to design detailing. Design review is an iterative process intended to help applicants comply relevant standards and guidelines and develop designs for the project that fit Bainbridge Island and the unique context of the site. At each design review meeting, the applicant is required to present the design and submittals required in Appendix A to the Design Review Board. For more information on the permit review processes please refer to the City's [Administrative Manual](#) and Municipal Code ([BIMC 2.16](#)).

1 Preapplication Conference

The Preapplication Conference with City staff is intended to provide information to the applicant in response to the submittal of a preliminary site plan and a conceptual design for the project, showing how it responds to site characteristics and the context of neighboring uses. City staff shall identify potential issues/concerns related to applicable City development regulations and standards including, but not limited to, zoning, environmental, utilities, transportation and stormwater regulations, relevant Comprehensive Plan goals and policies, and relevant goals and principles from Design for Bainbridge.

City staff shall ensure that the applicant is aware of the standards and criteria involved in review and approval of the project, both in the Bainbridge Island Municipal Code and the Design for Bainbridge manual. Planning staff shall prepare a summary letter detailing the pre-application guidance, to be provided to the applicant and the Design Review Board. See Appendix A below for a complete list of design related submittal requirements, in addition to other requirements in the Administrative Manual.

2 Conceptual Review

The Conceptual Review meeting is an applicant-led narrative to present site-specific conditions and contextual considerations for the design of development on site. This discussion is intended to inform strategies for site planning and massing that respond sensitively to the neighborhood context and the public realm as described in Design for Bainbridge. The six Goals and Principles listed in Chapter 1 serve as a useful narrative outline. (See Appendix A for a complete list of submittal requirements).

3 Public Participation Meeting

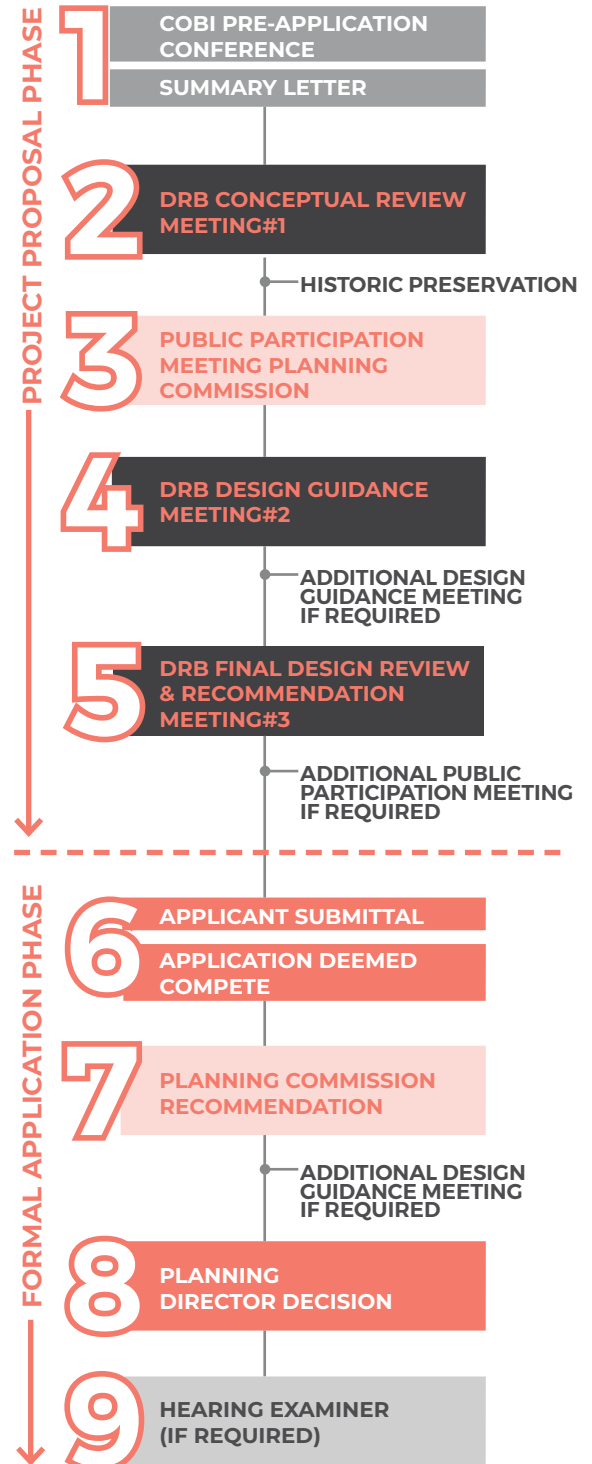
Following the Conceptual Review meeting, the applicant will make a formal and complete presentation of their concept(s) to the public at a Planning Commission meeting, providing the applicant an opportunity to respond to questions and comments from the public and Planning Commissioners before the Design Review Board conducts its design guidance review. A second Public Participation Meeting may be required if significant project changes occur after completion of the Design Guidance Review Meeting.

4 Design Guidance Review

Design guidance review meetings include applicant-led presentations at which the Design Review Board will offer guidance to applicants. The purpose of these meetings is to determine, with reference to the Design for Bainbridge manual, how the proposed alternatives fit the surrounding context, with a focus on the development's program, uses, site plan, and massing. The Board will also consider any requested departures, the rationale for those departures and their consistency with the intent and principles of the standards and guidelines. See Appendix A for a complete list of submittal requirements. Additional design guidance review may be required if significant project changes occur after the initial Design Guidance Review Meeting.

5 Final Design Review and Recommendation

At this meeting, the Board will complete the review of final drawings and the DRB worksheet for compliance with Design Standards and Design Guidelines and ensure that the project reflects any required changes recommended by the Board, as listed in the project [worksheet](#). The Board will document its findings and transmit issue a signed written recommendation. The Board's recommendation may include conditions to ensure compliance with all standards. If a majority of the Board members find that standards essential to the project's success have not been met, the Board shall recommend denial of the project. See Appendix A for a complete list of submittal requirements. The Planning Commission may determine that additional design review is required if significant project changes occur following the Final Design Review and Recommendation Meeting.



3 CONTEXT ANALYSIS

Introduction

Your site is part of our community.

Context analysis is a prerequisite for application of Design Standards and Design Guidelines.

This chapter outlines requirements for applicants to present their understanding of the site's context. The components of the analysis included here are intended to be part of the review process and will be the focus of the Conceptual Proposal Review, the first meeting of the design review process.

A thorough understanding of all aspects of the site and its context is fundamental to design that fits and contributes to Bainbridge Island's unique built and natural environments. Development affects its setting through each facet of design in ways that can be striking or largely invisible to the public. It is not enough to simply describe the context, but to analyze its qualities and to understand and its implications for design.

An effective context analysis will carefully examine the relationship between the site, potential development, and the surrounding environment. This creates a foundation for design that takes cues from patterns in the surroundings and contributes to the Island's unique character, while preserving, supporting, and repairing the natural environment. Sustainability is an overarching goal for design on Bainbridge, and will be a key component in all respects of this analysis.



CONTEXT ANALYSIS

Design for new development should go beyond consideration of individual buildings and fit successfully into Bainbridge Island's urban and natural context. These requirements present an analytical framework to guide approaches to design that respect and enrich the facets of the built and natural environment that make Bainbridge "Bainbridge."

C1

Analyze natural systems

C2

Identify the extent and value of wildlife habitat and corridors

C3

Assess unique and prominent features

C4

Consider the defining attributes of the built environment

C5

Analyze systems of movement and access

C6

Study how the site relates to and can contribute to the public realm

C1

NATURAL SYSTEMS

Natural systems include water and hydrology; vegetation, forests and soils; solar access and wind conditions. The natural systems analysis is the basis of designing a project that minimizes impacts and maximizes sustainable solutions for each project.

Analyze

Water:

stormwater, streams, wetlands, aquifers, and shorelines

Soil:

stormwater infiltration, geological hazards, and soil stability

Vegetation:

major trees, forested areas, and plant communities

Solar Access:

sun and shadow conditions on and near site

Wind:

prevailing wind direction

Resiliency:

current and future flood risk and tidal inundation, heat vulnerability and heat wave risk

C2

WILDLIFE HABITAT & CORRIDORS

Bainbridge Island's exceptional ecosystem and wildlife habitat is highly valued by the community, and development must be balanced with the diversity and abundance of native plants and animals. Habitat includes the terrestrial and marine environment, not only along the shoreline, but for upland sites as well.

Analyze

Habitat:

known species and identified key habitat

Connectivity:

existing or desired connections between key habitat areas

Shoreline:

existing conditions of waterfront sites



UNIQUE & PROMINENT FEATURES

Some sites merit special attention because of how they relate to features that make Bainbridge Island distinct and memorable. These include a variety of natural and human-made features including views and vistas, bluffs, shorelines, bodies of water, historic buildings and working farms. The design review process will focus on minimizing impact on the visibility or character of these valued features as experienced from the public realm.

Analyze

Natural Features:

views and view corridors, significant trees, forested areas, outcroppings, waterfront, and beaches

Human-made Features:

civic or publicly significant buildings or structures, working farms, harbors, and marinas

Historic Sites:

past human activity, historic sites, and buildings



BUILT ENVIRONMENT

The patterns of human-made buildings and spaces around the site inform project design. Appropriate design responses are not encouraged to mimic the built context of the site, but to find ways to be compatible and contribute to the surroundings.

Analyze

Massing:

height, bulk, and form of nearby buildings

Siting:

setbacks from property lines, access points, and relationship between buildings and open spaces

Scale:

how features, design elements and proportions relate to the human experience

Uses:

surrounding services, schools, and other institutional uses

C5

SYSTEMS OF MOVEMENT & ACCESS

The site context includes its connection to streets, sidewalks, open spaces, and trails. Appropriate approaches to site design will prioritize pedestrians, transit and principles of universal design, and will strive to create new connections wherever possible.

Analyze

Streets:

street classification, width, traffic levels, and parking

Sidewalks:

pedestrian network, materials

Transit:

nearby transit facilities

Bicycles:

nearby bike facilities

Access:

patterns of non-motorized and motorized access

C6

PUBLIC REALM

Public realm includes streets, sidewalks, parks, civic buildings and other places that are accessible to the public. These spaces are often enlivened by adjacent retail or other privately-owned entities. The public realm is at the heart of civic life, and the relationship of projects to the public realm is a fundamental design issue.

Analyze

Building Frontages:

relationship of nearby buildings to the sidewalk and streets

Activities:

nearby retail or other activities

Open Space:

location and type of nearby public and private open spaces

Landscape:

patterns of trees or other significant vegetation

Utilities:

utility poles, junction boxes, utility meters, and stormwater

4 DESIGN STANDARDS & GUIDELINES

Introduction

In combination with the Context Analysis in Chapter 3, the Design Standards in Chapters 4 and 7 establish the minimum requirements in *Design for Bainbridge* necessary to take advantage of the opportunities of the surrounding context and site while contributing to the neighborhood. To provide some flexibility, creativity in design, and address the specifics of each site, the Design Guidelines in Chapters 4, 5, 6, and 7 provide a variety of ways to meet the standards. Design Standards and Guidelines are defined in Chapter 1 as a part of *How to Use this Document* - and are repeated below.

Design Standards: Standards mandate planning and design actions that the applicant must incorporate in their project application. Compliance with standards is mandatory and failure to meet a mandatory standard may be used as a basis for the city's denial of a project application.

Design Guidelines: Guidelines are voluntary and not mandatory; however, compliance with guidelines may be necessary to meet Design Standards. Guidelines provide a variety of ways to satisfy the Design Standards based on the specific context and site. Failure to meet a voluntary guideline cannot be used by the city as a basis for a project denial.

SITE DESIGN STANDARDS

- S1** Natural Systems
- S2** Wildlife Habitat
- S3** Unique Features
- S4** Built Environment
- S5** Systems of Movement
- S6** Public Realm

PUBLIC REALM STANDARDS

- P1** Walking & Cycling
- P2** Vehicles in the Public Realm
- P3** Hierarchy of Public Spaces
- P4** Connections to Public Spaces
- P5** Block & Frontage Patterns
- P6** Activity on Commercial Streets

BUILDING DESIGN STANDARDS

- B1** Clear Organizing Concept
- B2** Appropriate Architectural Language
- B3** Façade Composition & Scale
- B4** Sustainable Design
- B5** Materials & Detailing

LANDSCAPE STANDARDS

- L1** Landscape & Architecture
- L2** Public Realm
- L3** Sustainable Features
- L4** Green Infrastructure
- L5** Wildlife Habitat
- L6** Views & View Corridors



SITE DESIGN STANDARDS

Building on an understanding of the site and its context, site design defines how a building relates to its context. The placement, orientation and massing of buildings should support broader patterns in Bainbridge Island's built and natural environment as well as livable neighborhoods and communities.

S1

Protect and repair natural systems

S2

Preserve and enrich wildlife habitat

S3

Respect and magnify unique aspects of site and context

S4

Complement and contribute to the built environment and local identity

S5

Fit the project into the systems of access and movement, prioritizing pedestrians and bicycles

S6

Support and contribute to a vibrant public realm

S1 PROTECT AND REPAIR NATURAL SYSTEMS

Intent

Design for new development should protect existing natural systems and mitigate disturbance to the maximum extent possible. In addition, designers should look for ways to heal and repair the Island's natural systems that have been impacted by previous development. Site design should embrace relationships to larger natural systems, and use these systems to inform sustainable design at the site and building level.

GUIDELINES

- a. Use natural topography to inform project design, stepping up or down hillsides.
- b. Minimize soil disturbance and excavation, and preserve natural topsoil.
- c. Preserve the hydrological functions of the site and create opportunities for natural stormwater infiltration.
- d. Incorporate natural water features, habitat, and native plant communities on-site into project design so that they are ecologically functional.
- e. Minimize and disconnect impervious cover to reduce runoff.

IslandWood worked with a 255-acre site on Bainbridge to minimize disturbance to natural systems and restore natural areas on site



The Bullitt Center in Seattle integrates native vegetation in the street and public spaces with gray- and rainwater harvesting and filtration



S2

PRESERVE, RESTORE AND ENRICH WILDLIFE HABITAT

Intent

Urban growth often comes at the expense of natural habitat, degrading and fragmenting sensitive plant communities, wetlands, and riparian corridors that provide habitat for local fish, wildlife and pollinators. New development in Bainbridge Island should protect and restore habitat on site and connect to local habitat corridors.

GUIDELINES

- a. Incorporate existing natural habitat and landscape into site design.
- b. Connect new landscaped areas and fragmented habitat to networks of open space and larger habitat corridors wherever possible.
- c. Consider porous fencing, hedging and shrubs to define property edges, or gaps in fencing and reduce barriers to wildlife.
- d. Promote continuous habitat through private or communal landscaped areas and repair gaps in identified wildlife corridors wherever possible.

Cedar Creek Watershed Education Center in North Bend, maintains a continuous wildlife habitat along the shore of Rattlesnake lake with green roofs and native plantings.



Dockside Green in Victoria, BC is built around system of stormwater treatment ponds that run into the upper harbor and create a network of wetland habitat.



S3

RESPECT AND MAGNIFY UNIQUE ASPECTS OF THE SITE AND CONTEXT

Intent

The character of Bainbridge Island is comprised by many kinds of natural and man-made features: historic buildings, views of water and mountains, rolling landscapes, forests, and farms. Development should recognize these features, avoid detracting from their prominence, and highlight them whenever possible.

GUIDELINES

- a. Work with the particular features of the site—shape, ecological value and characteristics, views, vegetation, hydrology and topography—to create a unique solution for the project.
- b. Preserve and highlight public views of unique features that contribute to Bainbridge Island's character.
- c. Support visual connections to nearby landmarks.

Madison Square in Bainbridge Island preserved older trees on the site and integrated them into landscape, while framing views of nearby buildings.



The site plan for the BelRoy in Seattle integrated an existing historic apartment into the new project with interior courtyards and pedestrian circulation.



S4

COMPLEMENT AND CONTRIBUTE TO THE BUILT ENVIRONMENT AND LOCAL IDENTITY

Intent

Buildings and open spaces should be designed to create a sense of place and contribute to neighborhood identity. Projects should be built to feel like they "belong" to their site and context, becoming part of the fabric of beloved places on Bainbridge Island.

GUIDELINES

- a. Site access and new structures to complement patterns in the built environment with attention to setbacks, spaces between buildings, scale, and entries along the street.
- b. Create or reinforce a well-defined rhythm of intervals of built and open spaces, designed for the human scale.
- c. Develop frontages with quality, interest, and variety, using multiple smaller scale buildings if needed for to fit with neighborhood character.
- d. Avoid visually impermeable fencing, high fencing or other monolithic features along publicly visible edges of the site.

Bainbridge Island City Hall is distinct but not out of place, with a frontage that fits well with the proportions of nearby buildings and a clear public entrance.



The San Juan Building on Ferncliff Avenue in Bainbridge Island keeps the rhythm and scale of its surroundings with a primary façade broken into smaller sections.



S5

FIT THE PROJECT INTO THE SYSTEMS OF ACCESS AND MOVEMENT, PRIORITIZING PEDESTRIANS AND BICYCLES

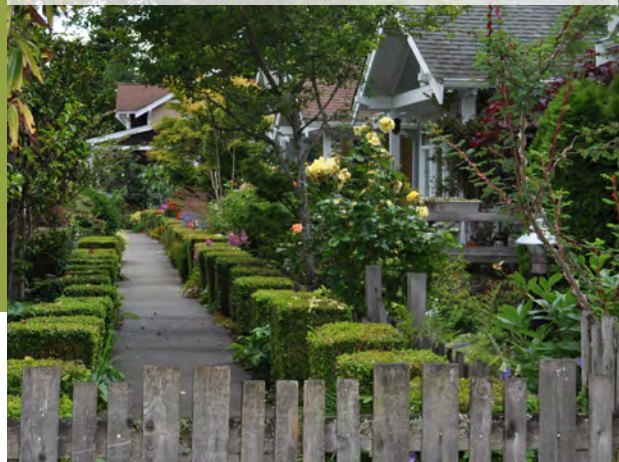
Intent

Livable and sustainable communities are walkable and bikeable. Good design in Bainbridge Island will favor pedestrian and bicycle scale, and carefully consider the project's place in the network of streets, sidewalks and trails in decisions about entries, ADA access, and location of vehicular access. Projects should prioritize the pedestrian environment and encourage sustainable transportation choices.

GUIDELINES

- a. Locate and orient primary pedestrian access to the site toward major pedestrian and bicycle travel routes and transit facilities.
- b. Incorporate dedicated pedestrian access that connects and aligns with existing public and private pedestrian infrastructure.
- c. Integrate access for people of all abilities into the project design so that all visitors are welcome through primary entries and access points.
- d. Locate at-grade parking and vehicular access away from active pedestrian areas wherever possible and screen at-grade parking from public view.
- e. Provide bicycle parking near access points to and active areas to maximize visibility and convenience.
- f. Consider including pedestrian-oriented public spaces and spaces for informal community gathering in non-residential projects.

The Ericksen Cottages in Bainbridge Island connect to Ericksen Avenue with a network of pedestrian paths and shared parking areas that minimize impacts on pedestrian areas.



The Winslow has integrated pedestrian access into the building's front plaza along Winslow Way and interior courtyard off on Ericksen Avenue.



S6

SUPPORT AND CONTRIBUTE TO A VIBRANT PUBLIC REALM

Intent

The public realm should be considered at the site planning level. Some projects will be fully private, but experienced from people passing by. Residential development will have a relationship to passers-by and visitors as well as the residents. Retail buildings and civic buildings have important relationships to the public realm, where dedicated space may be warranted. For all of these project types, the visual and physical relationship to the public realm begins at the site planning level for the most appropriate and beneficial interaction with the community.

GUIDELINES

- a. Arrange site elements to define a clear 'public front' facing toward the primary street.
- b. Minimize vehicular presence in the public realm, with driveways and garages de-emphasized in terms of location, width and design.
- c. Consider the hierarchy of uses in site design, with important uses or features emphasized.
- d. Incorporate natural systems into public spaces in the site where possible and appropriate.
- e. Give prominence to pedestrian entrances over vehicle access.
- f. Reinforce defined and active street edges and design public facing frontages to interact directly with the public realm as appropriate.

The BelRoy in Seattle has a strong relationship with the street, with a visible and welcoming pedestrian entrances and storefronts and seating that interact with the street.



Chophouse Row in Seattle integrates an active pedestrian route through a series of indoor and outdoor spaces that support the ground level commercial uses on the site.





P

PUBLIC REALM STANDARDS

Bainbridge Island's network of streets, trails and public spaces are the setting for public life in the city. They support community events and local activities, build the experience of the Island and express local identity. New development should contribute to streetscapes, public and open spaces, and street frontages, and foster activity at street level where appropriate.

P1

Create a safe and comfortable environment for walking and cycling.

P2

Minimize impact of vehicles on the public realm

P3

Design to support a legible hierarchy of public spaces

P4

Strengthen public space connections

P5

Draw from and enhance existing block patterns

P6

Foster interest and activity along commercial streets

P1

CREATE A SAFE AND COMFORTABLE ENVIRONMENT FOR WALKING AND CYCLING

Intent

Whether a project is located in the Island's downtown, neighborhood centers, or rural areas, new development should consider the site's relationship to the pedestrian environment, and how the project can contribute to safety, comfort and continuity in the pedestrian realm.

GUIDELINES

- a. Connect on-site pedestrian walkways with existing public or private routes where projects can improve the network for people walking.
- b. Integrate universal design in pedestrian routes, access points and entries, with multi-sensory cues where appropriate in public spaces and access points using visual, auditory and tactile signals.
- c. Integrate lighting for pedestrian pathways and entrances to provide safety, mark entry locations and highlight design features.
- d. Orient primary entrances toward the site's most active public street frontage.
- e. Contribute to the network of safe bicycle routes where possible.
- f. Provide bicycle parking at access points to open spaces and buildings, and coordinate bike racks and fixtures with other outdoor furniture on site, along adjacent streets, or nearby public spaces.

The Camelia Apartments in Bainbridge Island integrate public walkways through the site with landscaping to provide access to Island Village and Hildebrand Lane.



This outdoor dining area connects directly to the street, using planters and hardscape materials to define the space associated with the beer garden.



P2

MINIMIZE THE IMPACT OF VEHICLES ON THE PUBLIC REALM

Intent

Public realm design should focus on people rather than cars and vehicular access. Projects should strive to keep conflicts between motorists and people walking and biking to a minimum, and support active and inviting streets by reducing the visual impact of service areas, parking, and vehicular access.

GUIDELINES

- a. Encourage non-polluting transportation options, such as shared vehicle access and parking in multiple ownership circumstances.
- b. Minimize the size and number of curb cuts and locate curb cuts away from active pedestrian areas wherever possible.
- c. Screen service uses and parking when near public space using ground floor uses and/or landscaping.
- d. Reduce conflicts between pedestrians and motorists through design elements such as planters, paving patterns, or lighting.
- e. Create clearly defined pedestrian paths through parking areas with sidewalks or other dedicated facilities.

This street treatment in Langley, WA makes good use of material and textural cues, and uses on-street parking and loading instead of curb cut access to reduce conflicts.



Pedestrian access for Whidbey Telecom uses variation in materials, landscaping, screening and physical barriers to create a safe pedestrian environment within a parking lot.



P3

DESIGN TO SUPPORT A LEGIBLE HIERARCHY OF PUBLIC SPACES

Intent

Projects should understand their location in the hierarchy of public space and respond accordingly. For example, a site that terminates a vista would be designed as a focal point, while a project that is part of the urban fabric would be designed to fit well with adjacent properties. Design to support a hierarchy of public spaces will help wayfinding and character.

GUIDELINES

- a. Use buildings to help shape and define public spaces where appropriate.
- b. Consider vistas, views and irregularities in the street network and block pattern to retain views or to create focal points.
- c. Highlight important crossings, intersections, and transitions where appropriate.
- d. Incorporate wayfinding that complements project design and surrounding wayfinding systems, with common indicators, destinations, and signed decision points.

The Marketfront in Seattle creates defined public spaces that highlight views of Elliott Bay, and defines a hierarchy of public and private spaces along the market.



An alley in California uses the space between buildings as both a pedestrian connection and as outdoor dining, with framed views of nearby buildings.



P4

STRENGTHEN PUBLIC SPACE CONNECTIONS

Intent

Design for new development on Bainbridge Island should pay careful attention to how the building will interact with the public realm—street, sidewalk, open spaces and landscape. Projects should look for opportunities to make stronger connections in the Island's network of public spaces wherever possible.

GUIDELINES

- a. Locate primary entrances along the main street, and contribute to the character of the street.
- b. Align public spaces, passages and access with existing pedestrian paths or desire lines where no formal paths exist. Public through-routes in Winslow are excellent examples of pedestrian-scale connections.
- c. Where appropriate, provide open spaces adjacent to the sidewalk and design public frontages to support direct engagement with the street and pedestrian activity.
- d. Use public art to enhance entrances to buildings and public spaces and to create or highlight unique transitions.

Clyde alley in Langley supports pedestrian connections through the center of the block and to other public spaces along 2nd Street.



A pedestrian alley in Spokane's Kendall Yards creates a direct connection to the Spokane Falls and includes outdoor seating and dining areas that support nearby uses.



P5

DRAW FROM AND ENHANCE EXISTING BLOCK AND FRONTAGE PATTERNS

Intent

Regardless of how people get around, everyone is a pedestrian at some point. Pedestrian-oriented design creates safe, accessible and welcoming for spaces for all in ways that are contextually appropriate for Bainbridge Island's varied environments. Whether it is in the Island's downtown, neighborhood centers, or rural areas, new development should contemplate the site's relationship to the pedestrian environment, and how the project can contribute to safety, comfort and continuity in the pedestrian realm.

GUIDELINES

- a. Seize on the prominent location of corner sites to create focal points with careful detailing and integrated public spaces.
- b. Create a porous site with public pedestrian routes through larger developments.
- c. Break down the massing of buildings and the scale of long façades to fit the rhythm of the surrounding block.
- d. Create a human scale environment at street level with detailing that adds variety and rhythm to the façade.

The Braeburn in Langley WA is integrated into the nearby mid-block crossing and plaza, and uses it's corner location to help create a welcoming entrance to Clyde Alley.



The Braeburn draws on established building patterns, scale and rhythm along 2nd Street for a successful fit with historic building downtown.



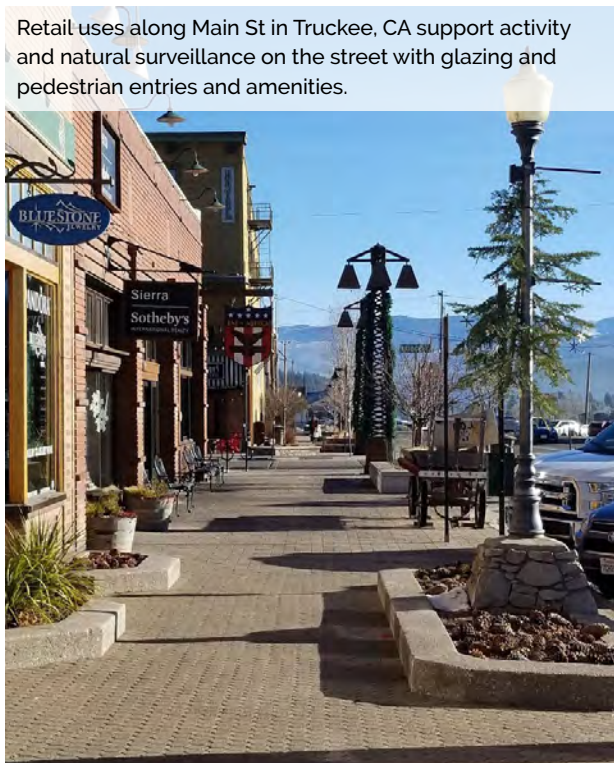
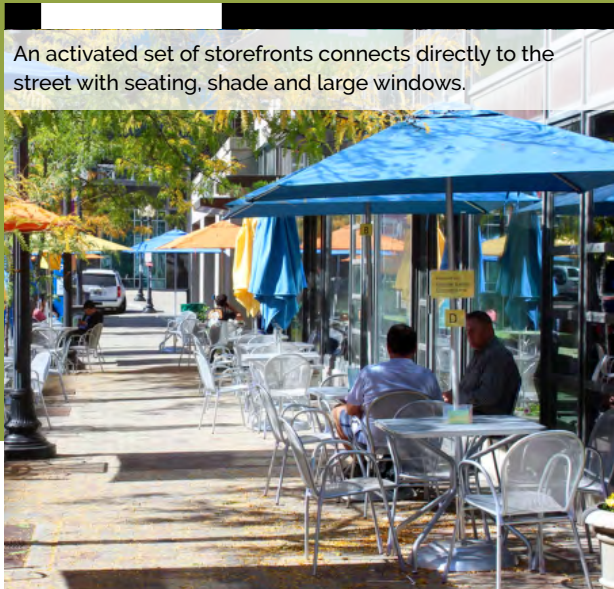
P6 FOSTER INTEREST AND ACTIVITY ALONG COMMERCIAL STREETS

Intent

Bainbridge Island is fortunate to have strong and active retail "main streets" in Winslow, Lynwood and Rolling Bay. New development should reinforce the scale and positive attributes of these commercial streets with pedestrian-scale interest and activities.

GUIDELINES

- a. Support adjacent sidewalks and public spaces with active ground floor uses and amenities such as displays and seating, and public art,
- b. Place doors, windows, balconies and street-level uses to provide lines of sight for natural surveillance of the street, private and public realm.
- c. Build in multiple entries to allow for smaller storefronts, and design to allow retail façades to be adapted to the particular users to give spaces interest and character.
- d. Locate utility areas away from active spaces on commercial streets.





B

BUILDING DESIGN STANDARDS



Bainbridge Island's diverse buildings types and architectural styles work together with the Island's unique natural setting to create a beloved character. New development should reinforce the character of Bainbridge with thoughtful, well-designed, high quality buildings.

B1

Express a clear organizing architectural concept

B2

Use an architectural language appropriate to Bainbridge Island

B3

Create well composed façades at all scales

B4

Celebrate and prominently feature sustainable design

B5

Use high quality, sustainable materials and well-crafted details

B1

EXPRESS A CLEAR ORGANIZING ARCHITECTURAL CONCEPT

Intent

Buildings are expected to have a clear architectural concept that is internally consistent, appropriate to the building's site and functions, and elegantly expressed.

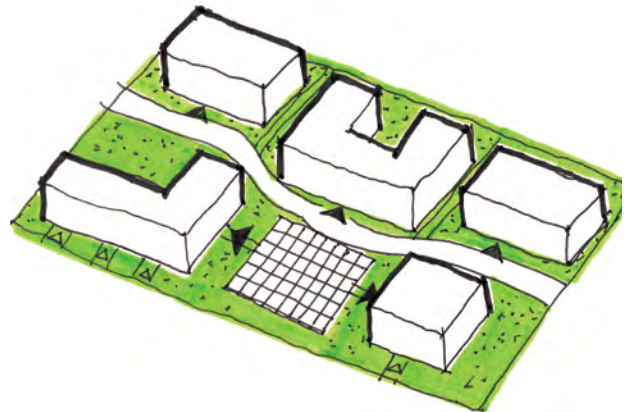
The Bainbridge Island Museum of Art presents a clear architectural concept developed around public spaces and nearby streets with a clear rhythm and organization of uses.



GUIDELINES

- Base the design on a thoughtful organization of uses in the plan, taking into account the arrangement of the development program and its relationship to the context of the site.
- The architectural concept should be rooted in and express sustainable design principles.
- The architectural concept should be appropriate to the Pacific Northwest's climate and materials, as well as to the specific conditions of the site.
- In the building concept and floor plan, consider the relationship of building uses and public space; for example, locating an entry lobby along the street, or designing residential windows to have a degree of privacy from passers-by.
- Express the rhythm of the building's structural organization in the façades.
- The architectural concept should make the building's uses and hierarchy legible.

This diagram represents a concept that takes considers the relationship between buildings, access and public and open space, and arrangement of uses.



B2

USE AN ARCHITECTURAL LANGUAGE APPROPRIATE TO BAINBRIDGE ISLAND

Intent

The Design Guidelines do not prescribe architectural styles, but projects are expected to have an attractive and coherent style that fits well with the climate and context of Bainbridge Island.

The Winslow in Bainbridge Island draws on the historic context along Winslow Way and Ericksen Avenue for a consistent and coherent architectural style that fits well.



GUIDELINES

- a. Consider the context and history of Bainbridge Island in the building's massing, roof forms, and siting.
- b. Use materials that are locally sourced and regenerative wherever possible.
- c. Include weather-protection and other climate appropriate design as an integral part of the architectural language and detailing.
- d. Use surrounding building forms (found in context analysis) to inform building shape and form.

Grace Episcopal Church in Bainbridge Island uses locally appropriate style and materials that help integrate the building into the site and surrounding natural setting.



B3

CREATE WELL COMPOSED FAÇADES AT ALL SCALES

Intent

Façades are not only the visible faces of a building. Façades are the interface between the interior uses and the public realm, bringing in daylight and keeping out the weather. They play a major role in energy efficiency and define the architectural style. Façade design is critical to the success of a building from urbanistic and sustainability standpoints, and thoughtful design is expected for all façades.

GUIDELINES

- a. Design all façades visible to the public to be attractive and well-proportioned, with a graceful composition of fenestration and opaque areas and a sense of texture and depth along building surfaces.
- b. Create an architectural concept appropriate to Bainbridge Island and the character of the building's surroundings.
- c. Design the building to be attractive from vantage points near and far, with all visible façades receiving full attention to design.
- d. Design the building to be pleasing and coherent at multiple scales—from massing and roof form to secondary features such as fenestration and balconies, to details, textures and finishes.
- e. Give attention to the level of human scale experienced from the public realm, including detailing at doors, windows and other architectural features such as porches, canopies, balconies.
- f. Incorporate design detail, articulation and quality materials and a sense of human scale in all building façades.
- g. Integrate utilities and service functions into the architectural concept, screening mechanical equipment and trash facilities from view.

An office building on Hildebrand Lane in Bainbridge Island uses detailing and alternation of two primary materials to create a sense of texture and human scale.



The Klotski Building in Seattle, WA has an inset ground level storefront with floor-to-ceiling windows, and a simple pattern of vertical elements on its upper stories that create a coherent composition with depth and appropriate detail.



B4

CELEBRATE AND PROMINENTLY FEATURE SUSTAINABLE DESIGN

Intent

Projects in Bainbridge Island are expected to be environmentally responsible and resource efficient throughout their life cycle. Buildings will need to meet the requirements of the City and County that require sustainable design; the Design Guidelines are intended to express the values of a healthy environment in the design expression of each project.

GUIDELINES

- a. Reuse existing structures whenever possible, recognizing that the most sustainable buildings are those that already exist.
- b. Use building materials that reflect a sense of place, favoring recycled or renewable resources and/or local sources.
- c. Highlight regenerative materials and renewable energy generation such as solar panel or turbines as visible expressions of the community's aesthetic and values.
- d. Offer access to natural light and ventilation in living and working spaces for comfort and reduced energy consumption.
- e. Manage direct sunlight with solar control and shading devices, and integrate these features into the overall design, with each façade responding to solar orientation.
- f. Consider green or living walls and/or roofs with plants adapted to Bainbridge Island's microclimate; make them visible where possible.
- g. Design for flexibility so that the building can be adapted in the future, including reuse of structured parking for non-vehicular future uses.

The Vineyard Lane apartments in Bainbridge Island use sustainable materials, building practices and design to help reduce energy use.



The Grow Community in Bainbridge Island incorporates reusable energy, efficient heating and cooling systems, and building materials that support thermal efficiency.



B5 USE DURABLE QUALITY MATERIALS AND WELL-CRAFTED DETAILS

Intent

Building materials should be selected for their appropriateness to place, a minimal ecological footprint, and long-term aesthetic value. Thoughtful composition and detailing will express a level of quality and a sense of scale inherent in excellent architectural design.

GUIDELINES

- a. Choose durable, low-impact materials that are appropriate for the climate and seasonal shifts in weather conditions.
- b. Select materials that are locally sourced and supportive of Bainbridge Island's economy where possible.
- c. Express the architectural concept of the building and provide a sense of human scale through thoughtful detailing.

The Bellevue Botanic Gardens Visitor Center uses low impact materials and careful detailing to create a series of indoor and outdoor space unified by a sheltering roof.



Bryant Heights in Seattle uses alternating high-quality materials create visual interest along building façades and fit in with a dense single family neighborhood.





LANDSCAPE STANDARDS

Landscape design is expected to fit the building into its setting, contribute to a comfortable and welcoming pedestrian environment, and support natural systems with habitat-friendly and sustainable features.

L1

Integrate the landscape concept to complement the architectural concepts

L2

Support the public realm with the landscape design

L3

Integrate sustainable features into the landscape and make them visible wherever possible

L4

Integrate and highlight green infrastructure practices

L5

Support healthy habitat in the landscape

L6

Preserve and enhance important views and view corridors

L1

INTEGRATE THE LANDSCAPE CONCEPT TO COMPLEMENT THE ARCHITECTURAL CONCEPT

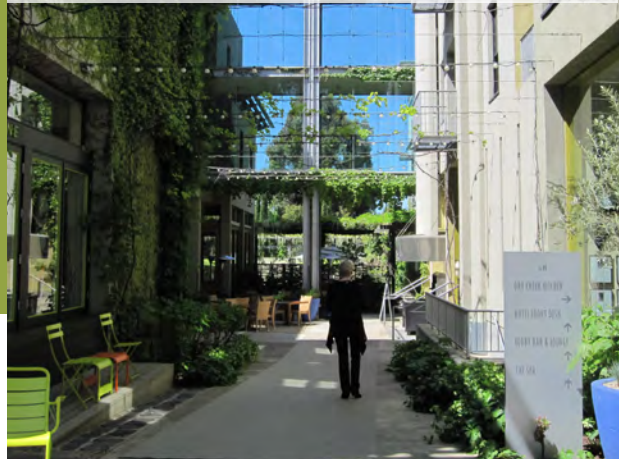
Intent

Landscape architecture and building architecture are expected to be mutually complementary, working together toward an overall design that is functional, sustainable and pleasing. To this end, the landscape should be designed in tandem with the architecture, rather than as an afterthought.

GUIDELINES

- a. Design the landscape to enhance elements of the site and architectural concept by strategies such as defining pathways, zones and edges; creating focal points; softening building massing; highlighting entries, and adding scale, texture and interest to the site.
- b. Locate deciduous trees to compliment passive solar strategies, providing shade in summer and allowing sun in the winter.
- c. Use plantings where privacy is needed for more intimate and private spaces, or for screening traffic and/or service uses.
- d. Choose plantings that complement the proportions and scale of the building, and offer color and interest throughout the year.
- e. Ensure that landscape design relates to considers building features such as porches, balconies and roof areas.

A passageway in Healdsburg, CA uses small-scale plantings and vines to soften edges and massing, highlight entries and work with passive solar strategies.



The Pacific Cannery in Oakland, CA incorporates materials from a 1919 cannery to create a common court that helps unify public and private outdoor spaces in the development, and provides privacy for ground level residences.



L2

SUPPORT THE PUBLIC REALM WITH THE LANDSCAPE DESIGN

Intent

Landscape design is expected to be an integral part of public spaces, enhancing the functions, activities and character of the public realm.

GUIDELINES

- a. Use landscape design to connect a network of open spaces, appropriate to the project context. This open space network could include the streetscape and building frontages, spaces between buildings, or a series of planted areas and hardscape intended for outdoor use.
- b. Encourage interaction between the building's interior uses and exterior public space, including plazas, seating areas and other hardscape areas to support positive public activities appropriate to the context and building use.
- c. Select plantings that reflect a sense of care, providing scale and seasonal color and interest.
- d. Consider elements of continuity along streets to provide a level of character along a corridor, and unique elements of distinction that can serve as landmarks or wayfinding.
- e. Complement building and landscape design with integrated public art that is developed with the community and overall project concept in mind.

Uptown Circle in Normal, IL provides seating, shade, and open space that captures 1.4 million gallons of stormwater, reusing it for water features and irrigation.



A landscaped plaza in Harbor Square in Bainbridge Island provides pedestrian access that weaves together open spaces and connects residents with open space.



L3

INTEGRATE SUSTAINABLE FEATURES INTO THE LANDSCAPE AND MAKE THEM VISIBLE WHEREVER POSSIBLE

Intent

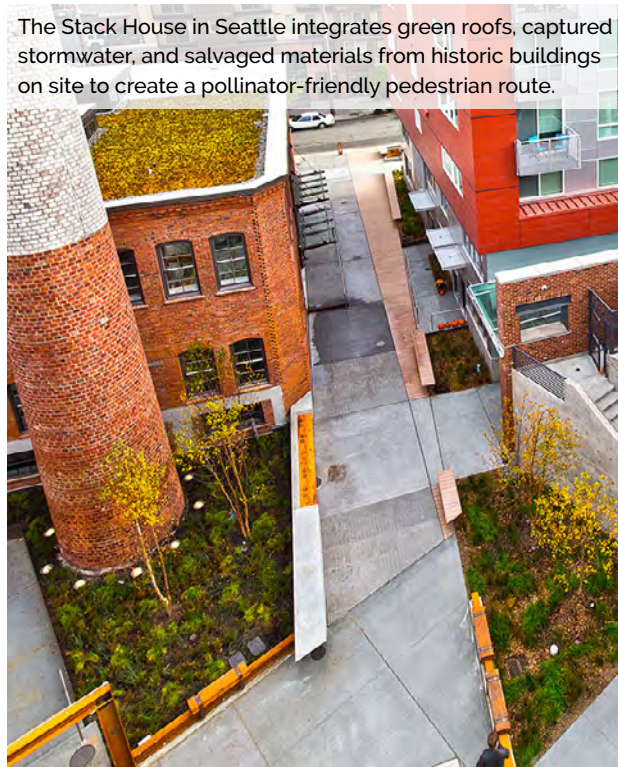
Sustainable landscape design helps build a network of productive ecosystems that promote local biodiversity, water and energy conservation, and provide a natural experience for the public in the built environment. Human-made landscapes in Bainbridge Island should strive to conserve water and material resources, support healthy and porous soils, and reduce the need for fertilizers and pesticides that damage natural ecosystems.

GUIDELINES

- a. Promote water conservation with landscape design that prioritizes native and/or drought tolerant species.
- b. Use plantings to provide shade and buffer from wind exposure.
- c. Locate trees to provide shading of paved surfaces and reduce heat island effect
- d. Accommodate planting space for trees where there is not enough space for trees in the right-of-way.
- e. Use local, low-impact, recycled, or sustainably sourced materials and/or repurpose non-hazardous waste materials in the landscape.
- f. Utilize vegetative roofs to mitigate stormwater, grow food, provide habitat, reduce heat island effect, improve views and air quality.
- g. Design landscape to absorb and reduce particulate matter.



Thornton Creek Water Quality Channel in Seattle is a water treatment facility and public open space that connects the surrounding community while restoring the environment.



The Stack House in Seattle integrates green roofs, captured stormwater, and salvaged materials from historic buildings on site to create a pollinator-friendly pedestrian route.

L4

INTEGRATE AND HIGHLIGHT GREEN INFRASTRUCTURE PRACTICES

Intent

Landscape design is expected to embrace hydrological functions and reduce the impact of development with green infrastructure. Green spaces offer opportunities for water treatment, infiltration and storage on developed sites in order protect water quality, relieve the burden on stormwater infrastructure, and reduce water use and heating and cooling costs.

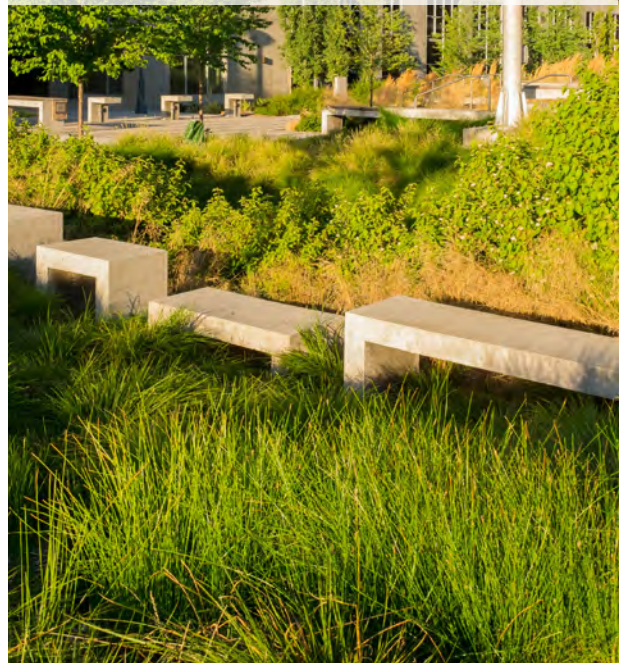
GUIDELINES

- a. Preserve or restore hydrological functions of the natural landscape, improving stormwater quality through sustainable landscape and civil design practices including stormwater retention and infiltration where appropriate.
- b. Use green stormwater infrastructure (GSI) strategies to reduce flooding by slowing and reducing stormwater discharges.
- c. Include vegetative roofs and permeable paving for on-site stormwater management.
- d. Capture rainwater for reuse and irrigation.

Residential entries at the Expo in Seattle are lined with rain gardens that reduce development impacts while creating a balance of private, semi-private and public spaces.



Redmond's Central Connector captures and treats runoff from a 250-acre area downtown with sustainable landscaping that helps create a distinct public space.



L5

SUPPORT HEALTHY HABITAT IN THE LANDSCAPE

Intent

Supporting and creating habitat strengthens a network of ecologically productive landscapes. Designing landscapes that are well adapted to unique microclimates of a project can help provide natural food sources and refuge from predators and inclement weather and mitigate the effects of human disturbance on wildlife populations.

GUIDELINES

- a. Preserve large trees and other significant existing vegetation that contributes to larger biological and ecological systems.
- b. Design plantings to support stormwater retention, infiltration and aquifer recharge.
- c. Promote biodiversity through plantings that attractive to birds, pollinators and other wildlife.
- d. Prioritize low maintenance, drought resistant native plantings.

Hawley Cove Park in Bainbridge Island protects native forest and wetland that provide rich wildlife habitat and connect to other natural shoreline areas.



This house on Whidbey Island uses a sustainable approach to site impact and visual character through rainwater reuse, native vegetated roof, and contextual ecological habitat.



L6

PRESERVE AND ENHANCE IMPORTANT VIEWS AND VIEW CORRIDORS

Intent

For some sites in Bainbridge Island, views of the water, mountains and forested areas are defining features. Landscape design should be sensitive to existing view corridors, take advantage of views, and reinforce visual connections with the public realm.

GUIDELINES

- a. Preserve existing views and view corridors, locating new trees to frame, focus and/or complement views and view corridors.
- b. Take care to prevent view blockage from the public realm, using lower scale plantings where appropriate and pruning existing trees with best practices of limbing-up rather than topping.
- c. Design landscaped areas to complement territorial views, using vegetated roofs where appropriate to mitigate views of roofs.
- d. Locate streets to capture distinctive views and create new viewpoints.

Eagle Harbor Waterfront Park provides waterfront access and views from trails and gathering spaces while retaining existing trees and using low-lying native plantings.



DATA 1 in Seattle complements and highlights views under the Aurora Bridge with lower scale plantings and careful placement of trees and light fixtures.



5

STREET TYPES & FRONTAGES

Introduction

Each public street in Bainbridge Island has a distinct character that is defined by the configuration of the right-of-way and the building frontages, public and open spaces and landscape that form the edges of each street. This chapter focuses on improvements related to new development or redevelopment that shape the pedestrian realm and the buildings that contribute to a distinct streetscape, and together reflect a desired future state for the street.

The guidelines in this chapter are intended to inform design decisions on-site and in the public right-of-way that contribute to the character and experience of the streetscape. The street types, frontages and guidelines described in this chapter do not replace or supersede the requirements of the "City of Bainbridge Island Engineering Design and Construction Standards and Specifications".

Key streets on the island are categorized into street types that are not defined by the same conditions, but share a similar vision and raise similar design considerations (see Street Types map on p46). Each street type defines common characteristics and guidelines that offer design direction and align with the vision for these streets. The street types regulate building orientation and façade design through specific building frontage typologies that are permitted only on certain street types. These building frontages outline how buildings should relate to each street and contribute to the public realm through greenery, public spaces, and entries consistent with the character of each street type.

STREET TYPES

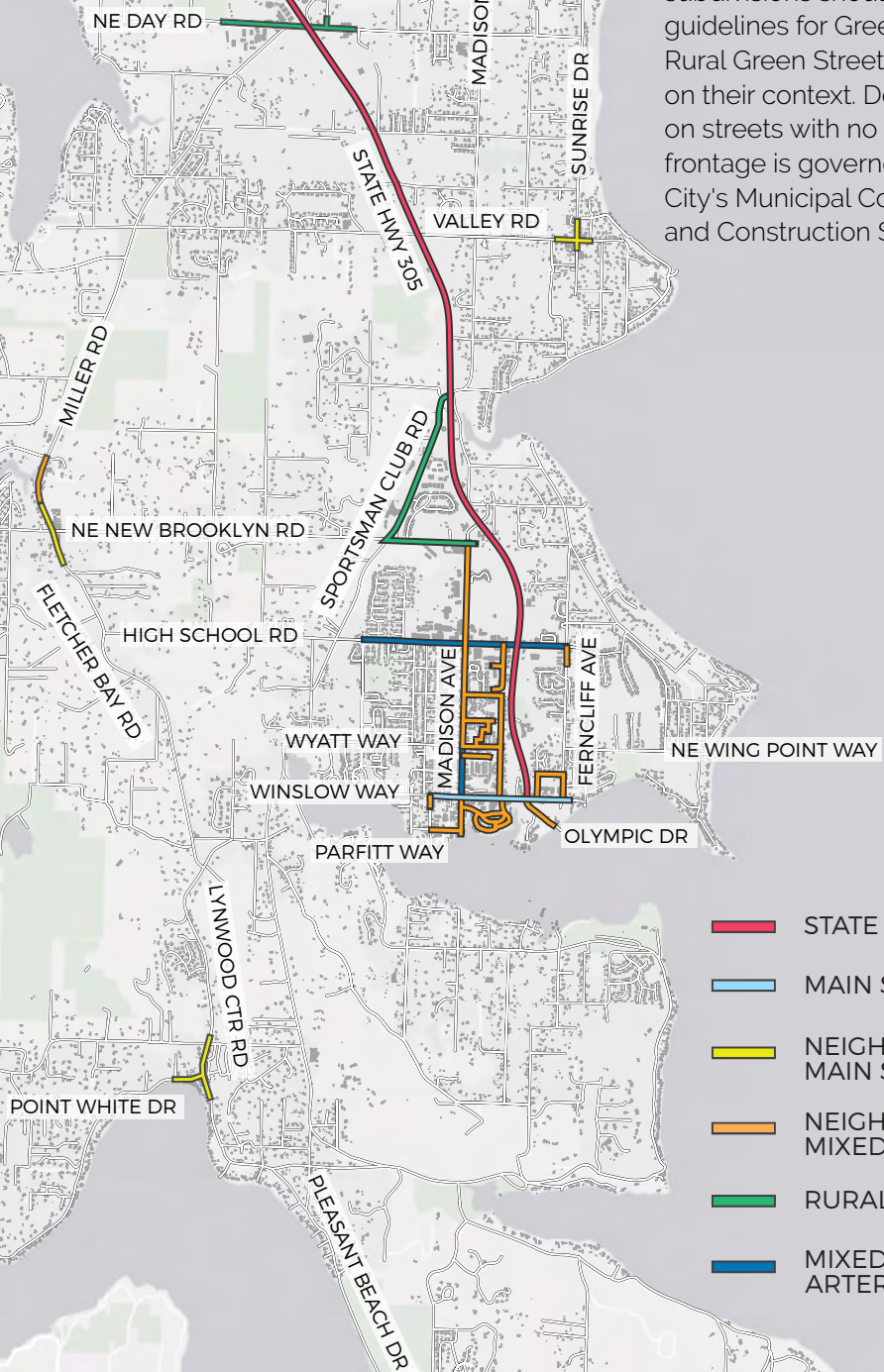
- 1 State Route
- 2 Main Street
- 3 Neighborhood Main Street
- 4 Neighborhood Mixed Use
- 5 Mixed Use Arterial
- 6 Rural by Design
- 7 Green Street
- 8 Rural Green Street

FRONTAGE TYPES

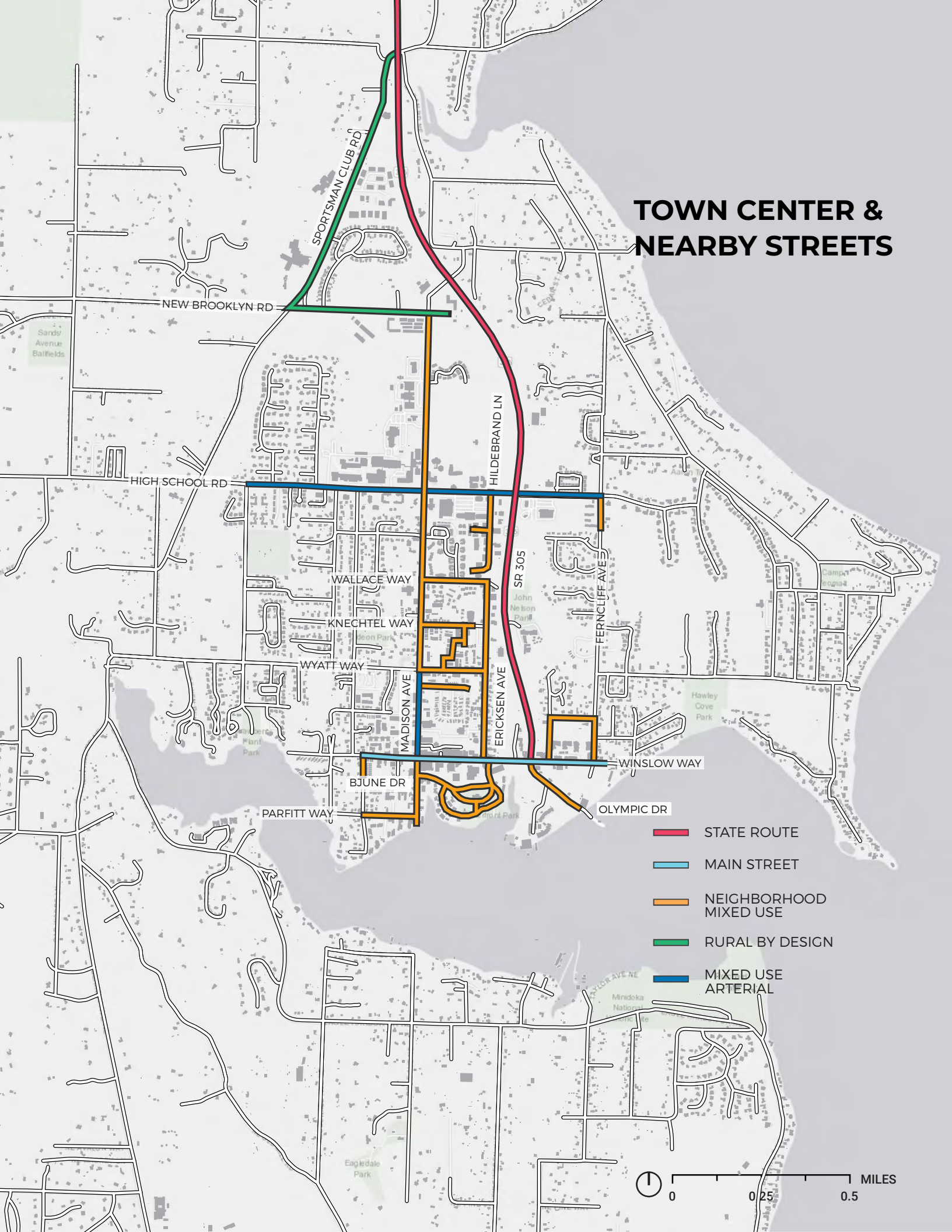
- 1 Linear / Storefront
- 2 Landscape
- 3 Plaza
- 4 Forecourt
- 5 Stoop / Terrace
- 6 Vegetated Buffer
- 7 Parking

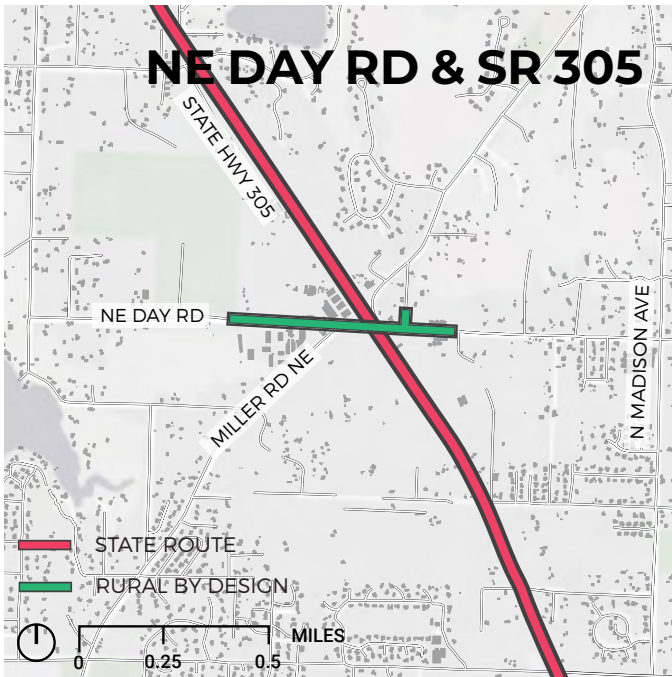
Street Types

This map shows the assigned street types for sections of Bainbridge Island's major thoroughfares. Design for new streets as part of site plans or subdivisions should follow the guidelines for Green Streets or Rural Green Streets types based on their context. Development on streets with no designated frontage is governed by the City's Municipal Code, Design and Construction Standards.



TOWN CENTER & NEARBY STREETS





1

STATE ROUTE



CHARACTERISTICS

- a. Lane configuration per WSDOT
- b. No pedestrians or activation at edge
- c. Limited access

GUIDELINES

- a. Minimize direct access from private property
- b. Support off-road trail system
- c. Restore native vegetation
- d. Preserve and enhance Pacific Northwest forested character
- e. Conform with state signage laws
- f. Minimize site disturbance

2

MAIN STREET



CHARACTERISTICS

- a. On-street parking
- b. Wide sidewalks
- c. Building to property line
- d. Many glazed storefronts
- e. Varied architectural style
- f. Pedestrian through-routes
- g. Fine-grained scale

GUIDELINES

- a. Encourage activation of street frontage
- b. Encourage through-routes
- c. Integrate landscape and public art

3

NEIGHBORHOOD MAIN STREET



CHARACTERISTICS

- a. Walkable neighborhood node
- b. Sidewalk or other dedicated pedestrian facilities

GUIDELINES

- a. Develop on-street parking
- b. Activate the street with pedestrian oriented street level uses such as storefronts, restaurants, galleries etc.
- c. Activate area between buildings and right-of-way with seating, art, gardens
- d. Encourage sidewalks or other high quality pedestrian facilities

4

NEIGHBORHOOD MIXED USE



CHARACTERISTICS

- a. Lower traffic volume
- b. Typically walkable/bikeable route to access the downtown and ferry
- c. Varied building frontage types
- d. Generally landscaped edges

GUIDELINES

- a. Infill or add to pedestrian and bike connections
- b. Provide a landscaped setback to buffer residential uses
- c. Enhance the varied character

5

MIXED USE ARTERIAL



CHARACTERISTICS

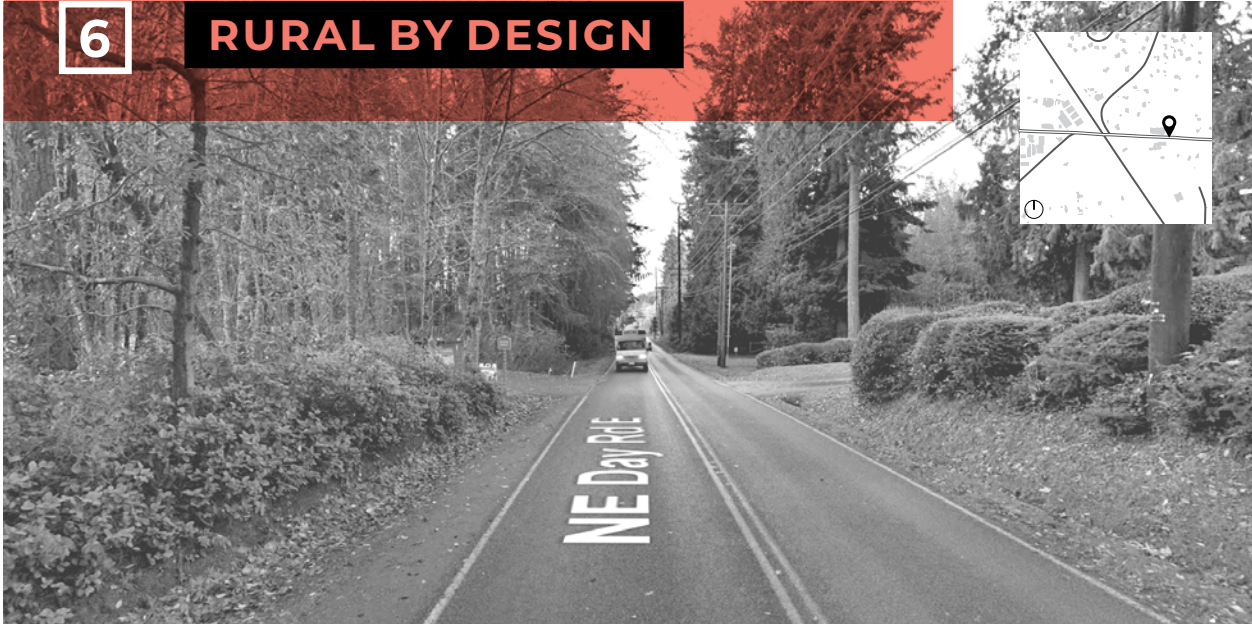
- a. Arterial level street capacity
- b. Varied land uses
- c. Varied edge conditions

GUIDELINES

- a. Provide landscaped setback to buffer residential uses
- b. Provide, curb, gutter, sidewalk bike lane
- c. Minimize curb cuts
- d. Create on-street parking where appropriate

6

RURAL BY DESIGN



CHARACTERISTICS

- a. Pedestrian shoulder or trail wherever possible
- b. Green edge conditions
- c. Narrow travel lanes

GUIDELINES

- a. Retain green edge conditions and character
- b. Protect or create swale drainage
- c. Retain pedestrian shoulder or trail wherever possible
- d. Maintain native vegetation

7

GREEN STREET



DESCRIPTION

The green street is intended to serve as a model for interior streets as part of subdivisions and larger commercial developments in commercial, industrial, mixed use and urban residential districts. It is not a designation for existing public streets, but included to guide street design as part of new development.

The examples on the following page show the application of Green Street guidelines for different types of roads, and accessways.

GUIDELINES

- a. Minimize impervious cover and consider permeable paving
- b. Integrate stormwater infiltration and retention into landscaped areas
- c. Use curb alternatives to channel runoff into landscaping
- d. Keep traffic speeds low with narrower travel lanes.
- e. Emphasize pedestrians and open space as part of a shared space
- f. Minimize paved area with shared driveways, access and parking areas.
- g. Use trees to transpire water and mitigate heat island effects

EXAMPLE: SHARED STREET



Heavily landscaped shared pedestrian, bike, and vehicle street with large rain gardens and infiltration areas, and curb alternatives that channel stormwater into drainage and landscape areas

EXAMPLE: SHARED ALLEY ACCESS



Internal garage access via a shared alleyway with distinct paving and substantial rain gardens without curbs or with gaps in curbs and grading to direct runoff into landscape areas.

8

RURAL GREEN STREET



DESCRIPTION

The rural green street is intended to serve as a model for interior streets as part of subdivisions in non-urban residential districts. It is not a designation for existing public streets, but included to guide street design as part of new development.

GUIDELINES

- a. Minimize impervious cover and consider permeable paving
- b. Create a soft edge along the street and direct runoff into landscaped areas
- c. Mitigate erosion along slopes and banks with vegetation and permeable stone fill
- d. Integrate stormwater infiltration and retention into landscaping
- e. Create a comfortable walking environment with lower traffic speeds
- f. Use trees to transpire water and mitigate heat island effects

Building Frontages

Each street type is associated with a set of building frontages that would be permitted along streets of that type. Permitted frontage types for designated street typology, and the setbacks for each frontage type are shown in Table 1 below.

Each building frontage specifies an appropriate setback that applies across all street types. **On designated streets these required setbacks will supersede setback requirements contained in the Bainbridge Island Municipal Code.**

TABLE 1:

PERMITTED FRONTAGES BY STREET TYPE & SETBACKS

	LINEAR / STOREFRONT	LANDSCAPE	PLAZA	FORECOURT	STOOP / TERRACE	VEGETATED BUFFER
STATE ROUTE						✓
MAIN STREET	✓		✓	✓		
NEIGHBORHOOD MAIN STREET	✓		✓	✓		
NEIGHBORHOOD MIXED-USE	✓	✓	✓	✓	✓	
MIXED-USE ARTERIAL	✓	✓	✓	✓	✓	
RURAL BY DESIGN		✓				✓
SETBACK BY FRONTAGE	0 FT	10 FT - 20 FT	10 FT - 20 FT	0 FT	5 FT - 15 FT	25 FT - 50 FT

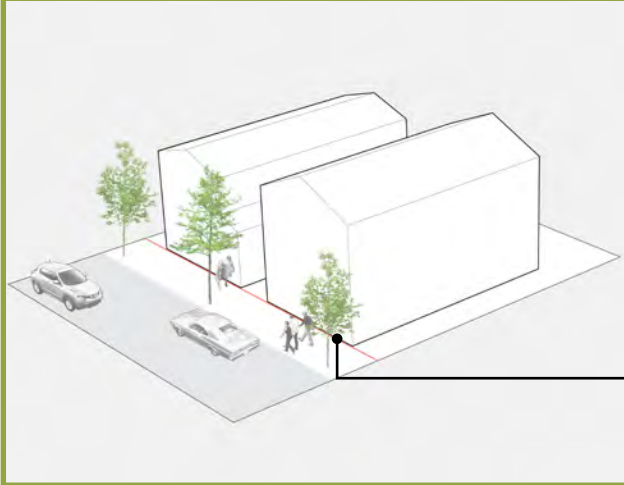
COURTYARD WIDTH: 10 FT - 30 FT

COURTYARD DEPTH: 10 FT - 30 FT

BUFFER

1

LINEAR / STOREFRONT

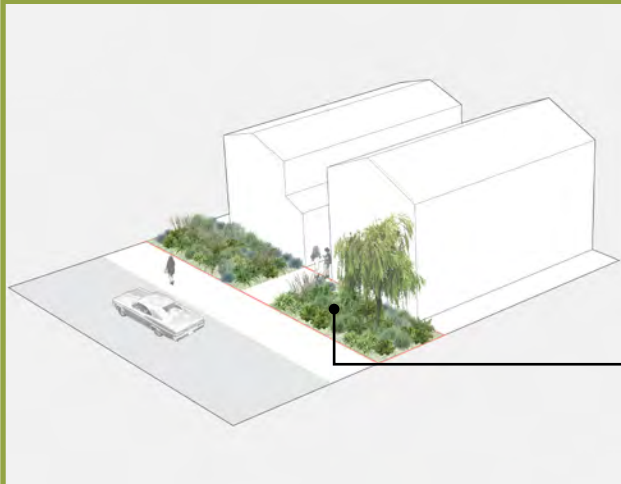


The linear or storefront building frontage has no setback from the right-of-way. It is the primary building frontage for pedestrian-oriented retail streets and is appropriate for active ground floor uses as part of non-residential or mixed-used development.

SETBACK: 0 Feet

2

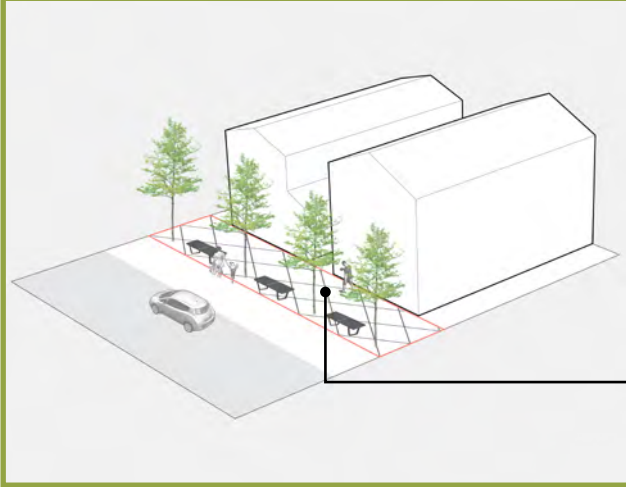
LANDSCAPE



The landscape building frontage includes a landscaped setback between the building and the right-of-way. This frontage type is permitted on mixed-use and residential streets and is appropriate for office and residential uses particularly when on the ground floor.

SETBACK: 10 - 20 Feet

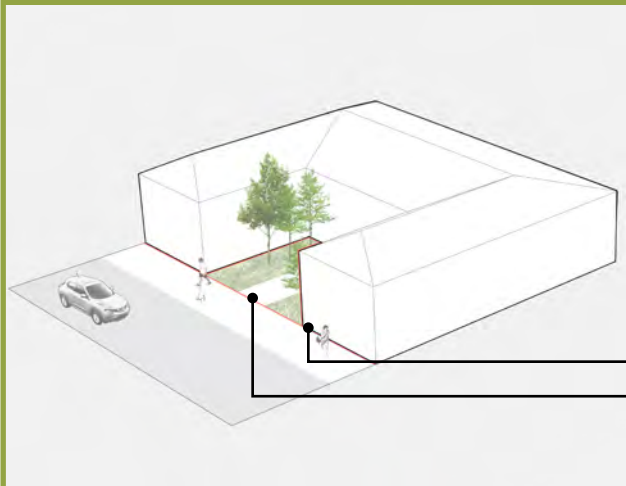
3 PLAZA



The plaza building frontage includes a pedestrian-oriented public space in the setback between the building and the right-of-way. This frontage type is permitted on retail and mixed-use streets and is appropriate for active uses such as retail, dining or civic and cultural uses. The plaza must contribute to and welcoming streetscape, and should support human activity, with amenities such as seating, outdoor dining and activation.

SETBACK: 10 - 20 Feet

4 FORECOURT



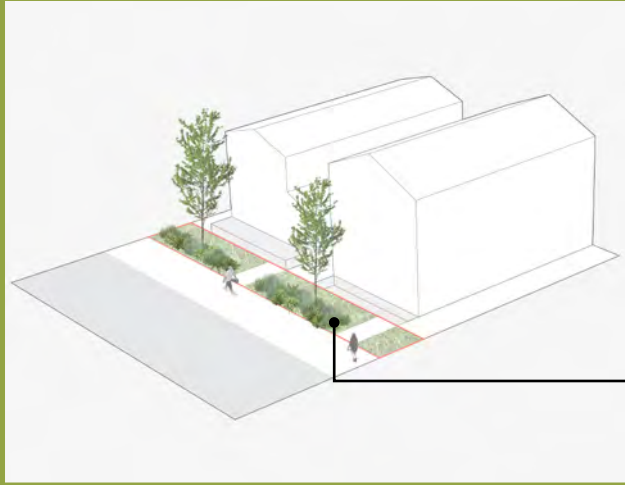
The forecourt building frontage has a defined open or public space at the entrance along the right-of-way. This frontage type is permitted along retail and mixed-use streets and is appropriate for a wide range of land uses and mixed-use development.

SETBACK: 0 Feet

COURTYARD: 10 - 30 Feet Depth
10 - 30 Feet Width
Must contain primary building entrances and open onto the primary public street

5

STOOP / TERRACE

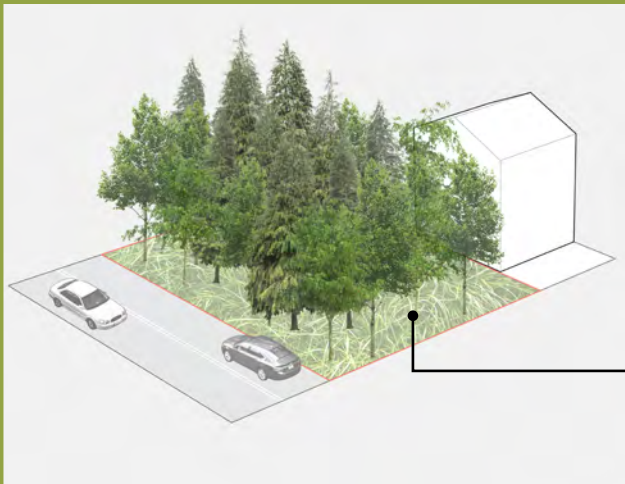


The stoop / terrace building frontage includes a landscaped setback from the right-of-way that accommodates a porch, stoop or terrace at the building's primary entrance. This frontage type is permitted on mixed-use and residential streets and is appropriate for residential and non-retail commercial uses.

SETBACK: 5 - 15 Feet

6

VEGETATED BUFFER



The vegetated buffer building frontage uses a deep setback to screen development from the right-of-way. This is the only frontage type permitted on SR 305, where access is limited, and it also appropriate for light industrial and inactive non-residential uses on Rural by Design streets. Vegetated buffers can be either natural, where vegetation has arisen naturally or deliberately landscaped to provide an effective screen where there is little natural context.

BUFFER: 25-50 Feet

NATURAL: Preserve or restore native vegetation consistent with conditions and species nearby.

LANDSCAPE: Create a landscaped screen with trees and understory plantings that are native or drought tolerant and compatible with the local microclimate.

PARKING



The parking frontage is the only frontage type with parking along the right-of-way. This frontage type is permitted only as an interim condition, where other frontages may be infeasible with parking requirements where a departure may be necessary. A landscaped area with trees and understory plantings is required between the right-of-way and the parking area.

SETBACK: 10 Feet Minimum

6

SUBDIVISION GUIDELINES

Introduction

The subdivision guidelines in this chapter and green street guidelines in the previous chapter support implementation of the City's subdivision standards contained in [BIMC 17.12](#).

Only the guidelines in this chapter and those relating to green streets in the previous chapter apply to subdivisions. The subdivision guidelines provide additional guidance and flexibility in meeting the subdivision standards based on the site and surrounding context.



TOPIC	GUIDELINE
ISLAND CHARACTER	Intent: Preserve and maintain Island character. Guideline: Subdivisions should advance <i>Design for Bainbridge's</i> values and guiding principles and reflect the special character of the island which includes downtown Winslow's small town atmosphere and function, neighborhood centers, historic buildings, extensive forested areas, meadows, farms, marine views and access, and scenic and winding roads supporting all forms of transportation.
NEIGHBORHOOD CONTEXT	Intent: To reflect and/or enhance the context provided by existing roadway character and neighboring properties. Guideline: Site design should be informed by the context analysis and support the purpose of the zoning district in which the development is located, complement the existing character of specific neighborhoods, provide continuity with adjoining properties and, where necessary, provide transition between land uses and protect privacy of residents on adjacent properties.
NATURAL AREA	Intent: To incorporate forested and/or other natural areas into site design in such a way that ecological and aesthetic integrity, qualities, and values are preserved or restored. Guideline: The required natural area shall be treated as a feature intrinsic to the subdivision design in order to maintain existing on- and off-site ecological processes and provide an asset of value to subdivision residents.
NATURAL SITE CONDITIONS	Intent: To preserve and integrate existing natural site patterns and features throughout the site. Guideline: Site development should be designed to preserve and integrate the natural conditions of the site, including existing topography, native trees and vegetation, drainage patterns, and ecological features based on an inventory and analysis of existing conditions. Homesite and infrastructure placement should complement natural topography and retain native vegetation to the maximum extent feasible.

TOPIC	GUIDELINE
HISTORIC AND CULTURAL RESOURCES	Intent: To preserve important historic and cultural resources. Guideline: Site design should maximize opportunities for preserving historic and cultural structures, and retain historic landscape features and connections.
STORMWATER	Intent: Integrate stormwater facilities in site design with emphasis on infiltration and dispersion practices. Guideline: Stormwater facilities should utilize existing drainage patterns and be designed as a site amenity, where feasible. Low impact development practices should be used throughout the site to minimize the size of ponds or vaults. Open stormwater facilities (ponds and bioswales) should provide a natural appearance through layout, design and landscape treatment, including shallow side slopes, curvilinear configuration, and use of native vegetation.
SEPTIC SYSTEMS	Intent: To minimize impact of septic facilities. Guideline: Design and locate sewage facilities to minimize site disturbance and native vegetation removal and utilize shared systems where feasible.
WATER CONSERVATION	Intent: To protect the Island's finite groundwater resources and adapt to the impacts of a changing climate. Guideline: Water conservation measures shall be considered in site design including use of native and drought tolerant vegetation, rainwater capture, and water reuse.
COMMUNITY SPACE	Intent: To promote a shared sense of community. Guideline: Community spaces should function as an integral part of the development.
CLUSTER HOMESITES	Intent: To promote interaction within the community and facilitate the efficient use of land by reducing disturbed areas, impervious surfaces, utility extensions and roadways. Guideline: Homesites in long subdivisions should be grouped together unless the lay of the land and designation of the natural area suggest a dispersed homesite design.

TOPIC	GUIDELINE
SOLAR ACCESS	Intent: To provide solar access for wellbeing and energy production. Guideline: Site design, including street, lot, and homesite layout and orientation, should allow for passive and active solar access. Massing of buildings, tree retention, and introduced vegetation should take into account the effects of shade.
ACCESS AND CIRCULATION	Intent: To provide a practical and pleasant network of multi-modal circulation. Guideline: Pedestrian and bicycle connections to various parts of the development, the surrounding road or trail network, and adjacent parcels should be included in site design. Where possible these connections should take advantage of significant views.
MOTOR VEHICLES	Intent: To minimize the prominence of motor vehicle use and storage. Guideline: Site design and features related to motor vehicle use and storage should be minimized. Site design should consider shared driveways, minimum road widths, traffic calming measures such as Woonerfs and chicanes, and shared or clustered parking areas or structures.
HOMESITE DESIGN	Intent: To efficiently configure building footprint(s) and allowed uses within homesites. Guideline: Homesite configuration should consider compact and energy-efficient home and site design with massive houses on small lots strongly discouraged.
DIVERSITY IN HOUSE DESIGN	Intent: To provide a range of home sizes and designs to achieve diversity in visual appearance and affordability. Guideline: House designs should be varied in size, massing, and frontage character using methods such as varied floor plans, staggered front yard setbacks, building modulation, and changes in exterior materials. Houses should display shared architectural features to establish continuity and harmony.
FACING PUBLIC STREETS	Intent: To reinforce neighborliness of homes along a public street. Guideline: Houses along interior public streets should orient the entry toward the street and avoid the use of solid walls and fences. Garages along the front façade should be de-emphasized by recessing vehicular entrances or locating the garage behind or on the side of the house.

7 SUPPLEMENTAL STANDARDS + GUIDELINES

Introduction

The supplemental standards and guidelines in this chapter are intended to address specific conditions of the site and surrounding context that require additional design guidance to ensure compatibility of new development. These conditions include larger sites (over 1 acre in size), historic places, and civic uses that each present unique design challenges and opportunities. New development and redevelopment that include these specific conditions are required to conform to the design Design Standards and Design Guidelines in this chapter in addition to those outlined earlier in this document.



Larger Sites

Intent: To develop larger sites (over 1 acre) to fit within the surrounding context and reinforce desired patterns of development including street typologies, frontage types, and minimizing the visual and physical impact of parking on the public realm.

STANDARD

1

Design sites to minimize the visual impact of parking on the public realm

GUIDELINES

- a. Parking is not visible from the public realm.
- b. Use landscaping to buffer and minimize the visual impact of parking.
- c. Locate parking under the building.
- d. Provide on-street parking on public streets.
- e. Provide a series of smaller groupings of parking to minimize the visual and functional impacts.

Shopping center retail in University Village in Seattle is oriented toward public spaces and streets with human scale design and pedestrian amenities



STANDARD

2

Design the site by clustering buildings and arranging them with frontages on public streets, public spaces, or open space.

GUIDELINES

- a. Design the site so buildings front on a public street.
- b. Design the site with buildings fronting on a public space with a variety of activities and functions.
- c. Design the site with buildings fronting on public or semi-public open space with human-scaled design elements.

Parking in University Village is located in screened parking structures with active uses at the base



Historic Places

Intent: To ensure that new and infill development are compatible with historic areas, sites, and buildings on the Island. Historic properties are those with structures that are 50 years or older and would be eligible for the national, state or local register of historic places, or sites that are listed on those registers.

STANDARD

1

Design the site, building(s), and landscape to be compatible with historic buildings without directly mimicking historic architectural styles.

GUIDELINES

- a. Use site design, massing, height, rooflines, pedestrian entrances, materials, and colors to complement historic places.
- b. Design sites and buildings in historic areas to meet the Secretary of the Interior's standards for modifications to existing historic buildings and infill development.
- c. Design buildings to be consistent with the scale of nearby historic buildings or districts based on the context analysis.
- d. Consider historic landscaping that contributes to the context of historic buildings.



A new building in Rolling Bay complements the scale and architecture of the historic Bay Hay & Feed.

STANDARD

2

Maintain the historic integrity of buildings over 50 years old listed or eligible for the national or local register of historic places.

GUIDELINES

- a. Minimize alterations to historic buildings and properties that are inconsistent with the original design of the building.
- b. Restore buildings to their original historic design elements when previously altered.

Reference the City of Bainbridge Island's website for historic listings on the local and state registers: [HERE](#)



A conversion of a historic guardhouse in Fort Ward retains the historic façade and detailing of the original building.

Civic Uses

Intent: The design of civic uses and public spaces should be prominent, highlight their unique role in the community and reflect local values and civic identity. Civic projects should maximize opportunities for public benefits through integrated design.

STANDARD

1

Design civic uses and sites to reflect and contribute to their function and role in the community while being clearly identifiable as a civic use.

GUIDELINES

- a. Locate civic uses in prominent locations (such as in Downtown Winslow), and design them to serve as landmarks unless their use and function warrants another location.

City Hall, located in Downtown Winslow, is a clearly identifiable public building with glazing and a clear public entrance along Madison Ave.



STANDARD

2

Design civic sites and buildings to serve multiple functions such as public space, community gatherings, public art, and other compatible uses.

GUIDELINES

- a. Civic uses may use unique frontage types to highlight uses, and public amenities with larger open spaces, gardens, art and other elements between the street and the building.
- b. Integrate public open space in the design of civic sites including plazas, parks, seating areas, natural areas, and other amenities.

The Historical Museum offers a gathering space and a place to interact with parts of the Island's history.



APPENDIX

A Documents Required for Design Review

[Download Link](#)

B Sample Site Plans & Building Elevations

[Download Link](#)

C Design for Bainbridge Worksheet

<https://www.bainbridgewa.gov/DocumentCenter/View/13907/Design-for-Bainbridge-Worksheet>

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PAGE: Section	POSITION: Source	POSITION: Source
COVER	Coates Design Architects	
Design on Bainbridge		
PG 1: Design on Bainbridge	WikiMedia Commons	
PG 2: Design on Bainbridge	Framework	
PG 3: Values and Principles	Framework	
Context Analysis		
PG 13: Context Analysis	The Island Gateway	
Site Design		
PG 18: Site Design	APsystems Solar / A+R Solar	
PG 19: Site Design - S1	TOP: Berger Partnership	BOTTOM: Berger Partnership
PG 20: Site Design - S2	TOP: Seattle Public Utilities	BOTTOM: PWL Partnership
PG 21: Site Design - S3	TOP: Wenzlau Architects	BOTTOM: Framework
PG 22: Site Design - S4	TOP: Framework	BOTTOM: Framework
PG 23: Site Design - S5	TOP: Framework	BOTTOM: Framework
PG 24: Site Design - S6	TOP: Framework	BOTTOM: Framework
Public Realm		
PG 25: Public Realm	Framework	
PG 26: Public Realm - P1	TOP: Camelia Apartments	BOTTOM: Southern Living
PG 27: Public Realm - P2	TOP: Framework	BOTTOM: Flatrock Productions
PG 28: Public Realm - P3	TOP: Berger Partnership	BOTTOM: Curbed Los Angeles
PG 29: Public Realm - P4	TOP: Framework	BOTTOM: Framework
PG 30: Public Realm - P5	TOP: Framework	BOTTOM: Framework
PG 31: Public Realm - P6	TOP: Building Salt Lake	BOTTOM: Framework

PAGE: Section	POSITION: Source	POSITION: Source
Building Design		
PG 32: Building Design	CTA Design Builders Inc.	
PG 33: Building Design - B1	TOP: Coates Design Architects	BOTTOM: Framework
PG 34: Building Design - B2	TOP: Wenzlau Architects	BOTTOM: Culter Anderson Architects
PG 35: Building Design - B3	TOP: Framework	BOTTOM: Framework
PG 36: Building Design - B4	TOP: Kriegh Architects	BOTTOM: Framework
PG 37: Building Design - B5	TOP: Framework	BOTTOM: Johnston Architects
Landscape		
PG 38: Landscape	Berger Partnership	
PG 39: Landscape - L1	TOP: Berger Partnership	BOTTOM: Miller Company Landscape Architects
PG 40: Landscape - L2	TOP: Uptown Normal	BOTTOM: Framework
PG 41: Landscape - L3	TOP: SvR Design Company	BOTTOM: Berger Partnership
PG 42: Landscape - L4	TOP: Berger Partnership	BOTTOM: Berger Partnership
PG 43: Landscape - L5	TOP: Bainbridge Island Parks & Recreation	BOTTOM: Berger Partnership
PG 44: Landscape - L6	TOP: Walker Macy	BOTTOM: Framework

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Street & Frontage Types		
PG 46: Street Types	Framework	
PG 47: Street Types	Framework	
PG 48: Street Types	TOP LEFT: Framework	TOP RIGHT: Framework
PG 48: Street Types	BOTTOM LEFT: Framework	BOTTOM RIGHT: Framework
PG 49: Street Types - 1	Google, 2019	
PG 50: Street Types - 2	Google, 2019	
PG 51: Street Types - 3	Google, 2019	
PG 52: Street Types - 4	Google, 2019	
PG 53: Street Types - 5	Google, 2019	
PG 54: Street Types - 6	Google, 2019	
PG 55: Street Types - 7	Kevin Robert Perry, Urban Rain Design	
PG 56: Street Types - 7	TOP: Google, 2019	BOTTOM: City of Auckland, NZ
PG 57: Street Types - 8	Framework	
PG 59: Building Frontages	TOP: Framework	BOTTOM: Framework
PG 60: Building Frontages	TOP: Framework	BOTTOM: Framework
PG 61: Building Frontages	TOP: Framework	BOTTOM: Framework
PG 62: Building Frontages	Framework	
Subdivision Guidelines		
PG 63: Subdivision Guidelines	Google, 2019	
Supplemental Guidelines		
PG 67: Supplemental Guidelines	Google, 2019	
PG 68: Supplemental Guidelines	TOP: Hewitt Architects	BOTTOM: Hewitt Architects
PG 69: Supplemental Guidelines	TOP: Framework	BOTTOM: Jennifer Pells
PG 70: Supplemental Guidelines	TOP: Framework	BOTTOM: Framework

DESIGN FOR BALNBRIDGE

DESIGN REVIEW
MANUAL

COBI PROJECT REVIEW CHART. DRAFT 6.4.21

Project Proposal Phase

1

COBI Pre-App Conference

Summary Letter

2

DRB Conceptual Review

Historic
Preservation

3

Public Participation Meeting
Planning Commission

4

DRB Design Guidance

2nd DRB Design
Guidance Meeting
(if required)

5

DRB Final Design Review
and Recommendation

2nd Public
Participation Meeting
(If required)

Formal Application
Phase

6

Application Submittal

Application Deemed
Complete

7

Planning Commission
Recommendation

8

Planning Director Decision

9

HEX (if required)