



DESIGN REVIEW BOARD REGULAR MEETING
MAY 6, 2024, 2:00-5:00 PM

COUNCIL CONFERENCE ROOM IN CITY HALL
280 MADISON AVENUE NORTH
BAINBRIDGE ISLAND, WA
AND

REMOTE MEETING ON ZOOM

PLEASE CLICK THE LINK BELOW TO JOIN THE WEBINAR:

<https://bainbridgewa.zoom.us/j/86311828753>

OR TELEPHONE: US: +1 253 215 8782

WEBINAR ID: 863 1182 8753

AGENDA

1. CALL TO ORDER / ROLL CALL – 2:00 PM
2. APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE – 2:02 PM
3. PUBLIC COMMENT – 2:05 PM
4. REGULAR BUSINESS – 2:08 PM
Approve Minutes from April 8, 2024
5. PROJECT REVIEW
 - 5.A 257 Wood Ave ([PLN52437 DRB DG](#)) – 2:10 PM
Project Manager: Joanne Mendenhall
#2 Design Guidance Review Meeting
See digital file for materials
 - 5.B Fort Ward Barracks (Bldg. 16) Renovation ([PLN52769 DRB-CON](#)) – 3:10 PM
Project Manager: Kelly Tayara
#1 Conceptual Proposal Review Meeting
See digital file for materials
6. COMPLYING WITH HB1293 ON DESIGN REVIEW PROCESS AND STANDARDS – 3:40 PM
7. OLD BUSINESS – 4:30 PM
Pre-app Conference Attendees
8. NEW BUSINESS – 4:35 PM
9. ADJOURNMENT – 5:00 PM



Meetings are wheelchair accessible. Assisted listening devices are available in Council Chambers. If you require additional ADA accommodation, please contact the City Clerk's Office at 206-780-8604 or cityclerk@bainbridgewa.gov by noon on the day preceding the meeting.



DESIGN REVIEW BOARD SPECIAL MEETING
APRIL 8, 2024, 2:00-5:00 PM

COUNCIL CONFERENCE ROOM IN CITY HALL
280 MADISON AVENUE NORTH
BAINBRIDGE ISLAND, WA
AND

REMOTE MEETING ON ZOOM

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MEETING MINUTES

1. CALL TO ORDER / ROLL CALL – 2:00 PM

Chair Todd Thiel called the meeting to order at 2:00 PM. Committee Members in attendance were Bob Russell, Kari Anderson, Elaine Liffgens, and Marc Aubin. City Council member Jon Quitslund was present. City Staff present were Planning Manager, HB Harper, Senior Planner Kelly Tayara, Planner Joanne Mendenhall, and Administrative Specialist Marlene Schubert who monitored recording and prepared minutes.

2. APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE

Motion: I move to approve agenda for April 8 meeting
Liffgens/Anderson: Passed Unanimously

3. PUBLIC COMMENT

4. REGULAR BUSINESS

Approve Minutes from March 18, 2024

Motion: I move to approve minutes from March 18 meeting
Aubin/Anderson: Passed Unanimously

5. PROJECT REVIEW

5.A Eagle Harbor Welding Shop Building Replacement ([PLN52714 DRB-CON](#))

Project Manager: Kelly Tayara

#1 Conceptual Proposal Review Meeting

Discussion only

5.B Finch Green/Bethany Lutheran ([PLN52690 DRB DG](#))
Project Manager: Joanne Mendenhall
#2 Design Guidance Review Meeting
See attached Design for Bainbridge Subdivision Worksheet FINAL_PLN52690 Finch Green 04082024

5.C Hildebrand Apartments ([PLN52726 DRB-CON](#))
Project Manager: Kelly Tayara
#1 Conceptual Proposal Review Meeting
Discussion only

6. COMPLYING WITH HB1293 ON DESIGN REVIEW PROCESS AND STANDARDS

7. OLD BUSINESS
Pre-app Conference Attendees

8. NEW BUSINESS

9. ADJOURNMENT – 4:31 PM



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Attendee Report				
Report Generated:	4/9/2024 16:36			
Topic	Webinar ID	Actual Start Time	Actual Duration (minutes)	Unique Viewers
Design Review Board Regular Meeting - 1st Monday	863 1182 8753	4/8/2024 14:13	157	5
			Total Users	Max Concurrent Views
			8	3
Host Details				
User Name (Original Name)	Email	Join Time	Leave Time	Time in Session (minutes)
Marlene Schubert	mschubert@bainbridgewa.gov	4/8/2024 14:13	4/8/2024 16:49	157
Panelist Details				
User Name (Original Name)	Email	Join Time	Leave Time	Time in Session (minutes)
Frank Fiedler		4/8/2024 14:20	4/8/2024 14:46	26
Adrienne Stutes		4/8/2024 14:20	4/8/2024 14:46	26
Attendee Details				
User Name (Original Name)	Email	Join Time	Leave Time	Time in Session (minutes)
Frank Fiedler		4/8/2024 14:19	4/8/2024 14:20	2
paul Vela		4/8/2024 14:54	4/8/2024 16:49	115
Kelly Tayara		4/8/2024 15:15	4/8/2024 16:49	94
Adrienne Stutes		4/8/2024 14:20	4/8/2024 14:20	1
Viewer		4/8/2024 14:19	4/8/2024 14:49	30
Marci Burkel		4/8/2024 14:02	4/8/2024 14:10	8
Marci Burkel		4/8/2024 14:07	4/8/2024 14:10	3
15105908722		4/8/2024 14:02	4/8/2024 14:07	6
Toben Windahl		4/8/2024 14:08	4/8/2024 14:10	2



CITY OF
BAINBRIDGE ISLAND

**CITY OF BAINBRIDGE ISLAND
DESIGN REVIEW BOARD – SPECIAL MEETING
April 8, 2024**

PLEASE PRINT

Want to be added to Listserv?
Check the box and Provide Phone **AND** Email

Name	Affiliation	Phone & Email	
TODD THIEL	DRB		☐
KARI ANDERSON	DRB		☐
Jon Quitslund	Council		☐
MARK AUSTIN	DRB		☐
ELAINE LITGENS	DRB		☐
DAVID SWARTZING	Finch Green LLC	David Swartzing@comcast.net (206) 317-6160	☒
Ralph Spillinger	Finch Green	ralphspil@qal.com 206-780-8338	☐



**CITY OF BAINBRIDGE ISLAND
DESIGN REVIEW BOARD – SPECIAL MEETING
April 8, 2024**

Want to be added to Listserv?
Check the box and Provide Phone **AND** Email

PLEASE PRINT

Name	Affiliation	Phone & Email	
Joanne Mendenhall	PCD		☐
Auburn Lovett	PCD		☐
HB HARPER	PCD		☐
Bob Russell	DRB		☐
DAVID SWENSON	WENZEL ARCH		☐
Charles Wenzel	Wenzel Arch.		☐
			☐



Design for Bainbridge Subdivision Worksheet

PROJECT: Finch Green Affordable Housing Development - PLN52690

PROJECT ADDRESS or PARCEL: 7968 Finch Rd NE / 27250220022008

DATE: 04/08/2024

PROJECT PLANNER: Joanne Mendenhall

Design Review Board Meeting Dates: 02/20/24 DRB CON; 04/08/24 DRB DG

4-STEP DESIGN PROCESS

17.12.030 Four-step design process.  SHARE

The city's approach to planning for subdivisions requires a four-step process that gives the highest priority to identification and conservation of existing natural site features. This process reverses the conventional site planning approach, which typically begins by laying out the streets, lot lines and building footprints. Instead of first identifying the areas to be cleared for development, the design process begins by analyzing on-site resources and the site's relationship to surrounding properties, in order to identify what resources are most worthy of preservation and what areas can best accommodate development.

This design process is required for all residential subdivisions. The process is further defined in BMC [2.16.125.D](#); it consists of four steps: (A) delineate natural area; (B) locate homesites and community space; (C) define access; and (D) draw lot lines. (Ord. 2019-03 § 5 (Exh. A), 2019)

4-Step Design Process Complete:

Yes: ☒ No: ☐ Not Applicable: ☐



Design for Bainbridge Subdivision Worksheet

Chapter 3

CONTEXT ANALYSIS

- 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

	Met	Does Not Meet	Not Applicable
C1	☒	☐	☐
C2	☒	☐	☐
C3	☒	☐	☐
C4	☒	☐	☐
C5	☒	☐	☐
C6	☒	☐	☐

If marked Does Not Meet, additional information required:



Design for Bainbridge Subdivision Worksheet

Chapter 5

STREET TYPES AND FRONTAGES

Street Types	Check all that apply
State Route	☐
Main Street	☐
Neighborhood Main Street	☐
Neighborhood Mixed Use	☐
Mixed Use Arterial	☐
Rural by Design	☐
Green Street	☒
Rural Green Street	☒
Frontage Types	Check all that apply
Linear / Storefront	☐
Landscape	☐
Plaza	☐
Forecourt	☐
Stoop / Terrace	☒
Vegetated Buffer	☐
Parking	☐

Applicant Response – Street Types and Frontages:

None of the proposed new homes front on existing streets. All the homes front on paths that give access from the homes to trails on the property, cross-island trails, community spaces, the village green and the parking areas. Of the Street Types listed the Green Street and Rural Green Street are the closest to what is proposed. Frontage types are mainly Stoop / Terrace.

DRB Discussion – Street Types and Frontages:

DRB Findings – Street Types and Frontages:

	Met	Does Not Meet	Not Applicable
Street Types	☒	☐	☐
Frontages	☒	☐	☐



Chapter 6

SUBDIVISION GUIDELINES

ISLAND CHARACTER: PRESERVE AND MAINTAIN ISLAND CHARACTER

Applicant Response – Island Character:

The property that surrounds Bethany Lutheran Church has become part of the island character with stands of mature landscape trees at the with expansive meadows/lawns surrounding the church. A departure is requested so that this can be maintained as existing island character instead of having to plant a full screen buffer where none currently exists along High School, Finch and Sportsmans.

The character of the rest of the frontage of this property - unkempt landscape trees and shrubs, along with invasives - will also be maintained by retaining the vegetation in the 40' roadside buffer.

The small footprint of the proposed homes is in keeping with the older homes around the property and the massing will be articulated so that the homes fit into this character.

DRB Discussion – Island Character:

DRB Findings – Island Character:

Met	Does Not Meet	Not Applicable
☒	☐	☐



Design for Bainbridge Subdivision Worksheet

NEIGHBORHOOD CONTEXT: REFLECT AND/OR ENHANCE THE CONTEXT PROVIDED BY EXISTING ROADWAY CHARACTER AND NEIGHBORING PROPERTIES

Applicant Response – Neighborhood Context:

It is proposed that the existing roadway character be maintained on all three streets.

Instead of having to plant a full screen buffer where none currently exists along High School, Finch and Sportsmans adjacent to the church at the north end of the property we are requesting a departure.

The character of the frontage at the south end of this property (a good portion of it a untended Christmas tree plantation) will also be maintained by retaining the vegetation in the 40' roadside buffer, very effectively screening the homes from the roadways.

The small footprint of the proposed homes is in keeping with the older homes around the property and the massing will be articulated so that the homes fit into this character.

DRB Discussion – Neighborhood Context:

DRB Findings – Neighborhood Context:

Met	Does Not Meet	Not Applicable
☒	☐	☐



Design for Bainbridge Subdivision Worksheet

NATURAL AREA: 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

Applicant Response – Natural Area:

This is a previously developed site. The existing (planted, not natural) stands of trees on the property will be maintained as natural area, along with the meadows/lawns surrounding the existing church and school. The proposed houses are being built on existing parking lots and on a disused ballfield. The open area at the south end of the property will be used for stormwater management by constructing rain gardens. These rain gardens will be planted to create new habitats and ecosystems that complement and enhance the existing vegetation and character of the roadside buffer. Native and edible landscaping will be planted throughout the project to tie in with the existing vegetation and to provide habitat and reduced water needs.

DRB Discussion – Natural Area:

DRB Findings – Natural Area:

Met	Does Not Meet	Not Applicable
☒	☐	☐



Design for Bainbridge Subdivision Worksheet

NATURAL SITE CONDITIONS: PRESERVE AND INTEGRATE EXISTING NATURAL SITE PATTERNS AND FEATURES THROUGHOUT THE SITE

Applicant Response – Natural Site Conditions:

This site is a previously developed site. All of the existing "natural" conditions were planted and created as part of a landscape design, or as various projects by Boy Scouts. As already mentioned existing vegetation is being maintained in the roadside buffer and in existing tree stands.

The natural slope of the site is to the south and this will be maintained and used for conveyance of stormwater to rain gardens at the south end of the property.

DRB Discussion – Natural Site Conditions:

DRB Findings – Natural Site Conditions:

Met	Does Not Meet	Not Applicable
☒	☐	☐



Design for Bainbridge Subdivision Worksheet

HISTORIC AND CULTURAL RESOURCES: PRESERVE IMPORTANT HISTORIC AND CULTURAL RESOURCES

Applicant Response – Historical and Cultural Resources:

The Church is more than fifty years old and this is being maintained. The trail on the east side of the property will be maintained and other trails across the property will be maintained or enhanced, redirected throughout the project.

DRB Discussion – Historical and Cultural Resources:

DRB Findings – Historical and Cultural Resources:

Met	Does Not Meet	Not Applicable
☒	☐	☐



Design for Bainbridge Subdivision Worksheet

STORMWATER: INTEGRATE STORMWATER FACILITIES IN SITE DESIGN WITH EMPHASIS ON INFILTRATION AND DISPERSION PRACTICES

Applicant Response – Stormwater:

Much of the existing impervious parking area is being removed. Rain gardens at the south end of the property are being used for the treatment of stormwater from the new paved areas and roof tops. The rain gardens will be planted with native appropriate plants to create new habitats and ecosystems.

DRB Discussion – Stormwater:

DRB Findings – Stormwater:

Met	Does Not Meet	Not Applicable
☒	☐	☐



Design for Bainbridge Subdivision Worksheet

SEPTIC SYSTEMS: MINIMIZE IMPACT OF SEPTIC FACILITIES

Applicant Response – Septic Systems:

No impact. The current plan is to connect this project to sewer.

DRB Discussion – Septic Systems:

DRB Findings – Septic Systems:

Met



Does Not Meet



Not Applicable





Design for Bainbridge Subdivision Worksheet

WATER CONSERVATION: PROTECT THE ISLAND'S FINITE GROUNDWATER RESOURCES AND ADAPT TO THE IMPACTS OF A CHANGING CLIMATES

Applicant Response – Water Conservation:

Native and appropriate landscaping will be used to reduce irrigation water needs. Homes will be built using low flow fixtures. Shade trees through out the project to cool the homes and the ground to keep evapotranspiration loss reduced.

DRB Discussion – Water Conservation:

DRB Findings – Water Conservation:

Met	Does Not Meet	Not Applicable
☒	☐	☐



Design for Bainbridge Subdivision Worksheet

COMMUNITY SPACE: PROMOTE A SHARED SENSE OF COMMUNITY

Applicant Response – Community Space:

As part of a village (church, school and homes) the project is centered on a village green between the church and the homes, for larger community gathering and school activities. The homes are located in two micro-hoods with garden beds, gathering areas and natural features such as logs and boulders for discovery play for the young at heart. Trails throughout the property connect the Finch Green community to the greater community and allow the greater community access through the property.

DRB Discussion – Community Space:

DRB Findings – Community Space:

Met	Does Not Meet	Not Applicable
☒	☐	☐



Design for Bainbridge Subdivision Worksheet

CLUSTER HOMESITES: PROMOTE INTERACTION WITHIN THE COMMUNITY AND FACILITATE THE EFFICIENT USE OF LAND BY REDUCING DISTURBED AREAS, IMPERVIOUS SURFACES, UTILITY EXTENSIONS AND ROADWAYS

Applicant Response – Cluster Homesites:

The homes are clustered on about 1.25 acres and are connected in 2 and 3 home groups in order to reduce the impact on the site. The homes are all clustered around community outdoor spaces (micro-hoods) rather than fronting streets. Remote parking allows opportunities for community interaction as neighbors walk to a from their cars and along trails throughout the property.

DRB Discussion – Cluster Homesites:

DRB Findings – Cluster Homesites:

Met	Does Not Meet	Not Applicable
☒	☐	☐



Design for Bainbridge Subdivision Worksheet

SOLAR ACCESS: PROVIDE SOLAR ACCESS FOR WELL BEING AND ENERGY PRODUCTION

Applicant Response – Solar Access:

The roofs of all the houses face south allowing photovoltaics to offset the energy needs of each home. L-shaped floor plans allow of private outdoor courtyards along with the opportunity for south facing windows in more rooms.

DRB Discussion – Solar Access:

DRB Findings – Solar Access:

Met	Does Not Meet	Not Applicable
☒	☐	☐



Design for Bainbridge Subdivision Worksheet

ACCESS AND CIRCULATION: PROVIDE A PRACTICAL AND PLEASANT NETWORK OF MULTI-MODAL CIRCULATION

Applicant Response – Access and Circulation:

New trails and pathways will connect with existing paths on the property allowing for circulation throughout and off the property. The homes are located close to the existing parking lots and a bus stop provides convenient access to downtown and the ferry dock.

DRB Discussion – Access and Circulation:

DRB Findings – Access and Circulation:

Met	Does Not Meet	Not Applicable
☒	☐	☐



Design for Bainbridge Subdivision Worksheet

MOTOR VEHICLES: MINIMIZE THE PROMINENCE OF MOTOR VEHICLE USE AND STORAGE

Applicant Response – Motor Vehicles:

Motor vehicles are restricted to the existing, reduced area, parking lots.

DRB Discussion – Motor Vehicles:

DRB Findings – Motor Vehicles:

Met

Does Not Meet

Not Applicable





Design for Bainbridge Subdivision Worksheet

HOMESITE DESIGN: CONFIGURE BUILDING FOOTPRINTS AND ALLOWED USES EFFICIENTLY WITHIN A HOMESITE

Applicant Response – Homesite Design:

Small footprint homes, patios, front step and outdoor storage are located efficiently on small homesites.

DRB Discussion – Homesite Design:

DRB Findings – Homesite Design:

Met

Does Not Meet

Not Applicable





Design for Bainbridge Subdivision Worksheet

DIVERSITY IN HOUSE DESIGN: PROVIDE A RANGE OF HOME SIZES AND DESIGNS TO ACHIEVE DIVERSITY IN VISUAL APPEARANCE AND AFFORDABILITY

Applicant Response – Diversity in House Design:

At this point four different floor plans are provided, including 4-bedroom, 3-bedroom and 2-bedroom floor plans. Three one-story 2-bedroom homes are provided, and 4 of the larger homes (4 bedroom) have a primary bedroom on the first floor. Given that is a one hundred percent affordable housing project, we have requested to be able to reduce the number of home types to three should the needs arise.

DRB Discussion – Diversity in House Design:

DRB Findings – Diversity in House Design:

Met	Does Not Meet	Not Applicable
☒	☐	☐



Design for Bainbridge Subdivision Worksheet

FACING PUBLIC STREETS: REINFORCE NEIGHBORLINESS OF HOMES ALONG A PUBLIC STREET

Applicant Response – Facing Public Streets:

The character and type of existing surrounding streets do not lend themselves to fronting homes along them. Instead the homes are pulled back behind the required 40' roadside buffer to create a village within the site where homes front on internal pathways and community spaces that reinforce neighborliness.

DRB Discussion – Facing Public Streets:

DRB Findings – Facing Public Streets:

Met	Does Not Meet	Not Applicable
☒	☐	☐



Design for Bainbridge Subdivision Worksheet

This project is recommended for:

Approval: ☒

Approval with the following conditions: ☐

Denial with the following deficiencies: ☐

Todd Thiel

SIGNATURE: _____
Chair, Design Review Board

DATE: 04/08/2024