



Design Review Board Special Meeting
Monday, July 29, 2024, 2:00 PM
Council Conference Room, City Hall
280 Madison Ave N
Bainbridge Island, WA 98110

Meeting Minutes

1. Call to Order/Roll Call

Chair Todd Thiel called the meeting to order at 2:00 PM. Committee Members in attendance were Howard Howlett, Aidan Bird, Elaine Liffgens, and Marc Aubin. Bob Russell and Greg Hunt were absent and excused. Council member Jon Quitslund was absent. City Staff present were Planning Manager, HB Harper, Planner Auburn Lovett, and Administrative Specialist Marlene Schubert who monitored recording and prepared minutes.

2. Conflict of Interest Disclosure

No conflicts of interest disclosed

3. Regular Business

a) Approve Minutes from July 1, 2024 meeting

Motion: I move to approve minutes from July 1 meeting
Liffgens/Howlett: Passed Unanimously

b) Wing Point Golf & Country Club ([PLN52754 DRB CON](#))

Project Manager: Auburn Lovett
#1 Conceptual Proposal Review Meeting
Discussion only

c) Pre-app Conference Attendees

No new conferences to assign attendees

d) Complying with HB1293 on Design Review Process and Standards

Reviewed the proposed plan to work through the different elements of Design for Bainbridge to align process with HB1293 requirements.

4. Good of the Order

No new business to discuss

5. Adjourn

Chair Todd Thiel adjourned the meeting at 4:30 PM.

Handwritten signature of Todd Thiel in black ink.

Todd Thiel, Board Chair

Handwritten signature of Marlene Schubert in black ink, consisting of two parts: 'MS' and a stylized 'S' with a horizontal line through it.

Marlene Schubert, Administrative Specialist



CITY OF
BAINBRIDGE ISLAND

DESIGN REVIEW BOARD REGULAR MEETING

JULY 1, 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

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, Greg Hunt, Howard Howlett, Elaine Liffgens, and Aidan Bird. Marc Aubin was absent and excused. Council member Jon Quitslund was absent. City Staff present were Planning Manager, HB Harper, Senior Planner Kelly Tayara, 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 July 1 meeting

Russell/Liffgens: Passed Unanimously

3. PUBLIC COMMENT

No public comment received

4. REGULAR BUSINESS

Approve Minutes from June 17, 2024

Motion: I move to approve minutes from June 17 meeting

Russell/Liffgens: Passed Unanimously

5. PROJECT REVIEW

WSF Eagle Harbor Welding Shop Building ([PLN52714 DRB DG](#))

Project Manager: Kelly Tayara

#2 Design Guidance Review Meeting

See Eagle Harbor Welding Shop Building Replacement FINAL_Design for Bainbridge Commercial-MF Worksheet_07-01-24.pdf

6. COMPLYING WITH HB1293 ON DESIGN REVIEW PROCESS AND STANDARDS
Reviewed the proposed plan to work through the different elements of Design for Bainbridge to align process with HB1293 requirements.
7. OLD BUSINESS
Pre-app Conference Attendees - No new conferences on the calendar
8. NEW BUSINESS
No new business to discuss
9. ADJOURNMENT – 4:45 PM

Todd Thiel, Chair

Marlene Schubert, Administrative Specialist



CITY OF
BAINBRIDGE ISLAND

CITY OF BAINBRIDGE ISLAND
DESIGN REVIEW BOARD – REGULAR MEETING
July 1, 2024

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Name	Affiliation	Phone & Email	
TODD THIEL	DRB		☐
GREG HUNT	DRB	202 577-8265 G.HUNT@Marywood.edu	☒
Bob Russell	DRB		☐
HOWARD T. HOWLETT	DRB	206 617 7455 HOWARD.HOWLETT@COSI.COMMITTEE.	☐
ELAINE LIFFGENS	DRB		☐
AIDAN BIRD	DRB	206.902.8311 AIDAN.BIRD@COSI.COMMITTEE.EMAN.	☐
			☐

Attendee Report				
Report Generated:	7/8/2024 12:07			
Topic	Webinar ID	Actual Start Time	Actual Duration (minutes)	Unique Viewers
Design Review Board Regular Meeting - 1st Monday	863 1182 8753	7/1/2024 13:30	197	4
			Total Users	Max Concurrent Views
			7	4
Host Details				
User Name (Original Name)	Email	Join Time	Leave Time	Time in Session (minutes)
Marlene Schubert	mschubert@bainbridgewa.gov	7/1/2024 13:30	7/1/2024 16:46	197
Panelist Details				
User Name (Original Name)	Email	Join Time	Leave Time	Time in Session (minutes)
Adrienne Stutes (she/her)		7/1/2024 14:03	7/1/2024 14:58	55
fiedlef		7/1/2024 14:06	7/1/2024 14:58	52
Attendee Details				
User Name (Original Name)	Email	Join Time	Leave Time	Time in Session (minutes)
Amelia Davison		7/1/2024 14:00	7/1/2024 15:15	75
Adrienne Stutes (she/her)		7/1/2024 14:01	7/1/2024 14:03	3
marci's iPad		7/1/2024 14:02	7/1/2024 16:46	165
fiedlef		7/1/2024 14:00	7/1/2024 14:06	7



Design for Bainbridge Commercial / Multi-Family Housing Worksheet

PROJECT: Eagle Harbor Welding Shop Building Replacement (PLN52714)

PROJECT ADDRESS or PARCEL: 497 HARBORVIEW DR SE/26250231132003

DATE: 07/01/2024

PROJECT PLANNER: Kelly Tayara

Design Review Board Meeting Dates: 04/08/24 CON; 07/01/24 DG

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

Context Analysis Complete:

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

If marked Does Not Meet, additional information required:



Design for Bainbridge Commercial / Multi-Family Housing Worksheet

Chapter 4

SITE DESIGN STANDARDS

- 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

Applicant Response – Site Design Standards S1 through S6:

As stated in the Design Standards & Guidance, 2021 document, design of projects on Bainbridge Island should emphasize a clear understanding of the existing site and the context in which the proposed building will be constructed. The existing Eagle Harbor Maintenance Facility has served as the hub for Washington State Ferries maintenance operations for decades. Before acquisition by WSF, the Eagle Harbor Maintenance Facility site was used as a shipyard. The proposed structure, a Welding Shop, has been designed to fit within the existing functions of the project site. Circulation around and through the proposed structure is emphasized with the current design. Consideration has also been given to utilizing natural lighting, maximizing energy efficiency and designing an exterior aesthetic to match that of the site. Additional consideration has been given to the industrial site being viewed by the nearby *Waterfront Trail* and *Eagle Harbour Condominiums*. While maintaining the utility of the structure, the design team has designed an exterior façade that compliments the nearby shoreline.

DRB Discussion - Site Design Standards S1 through S6:

DRB Findings – Site Design Standards:

	Met	Does Not Meet	Not Applicable
S1	☒	☐	☐
S2	☐	☐	☒
S3	☒	☐	☐
S4	☒	☐	☐
S5	☒	☐	☐
S6	☒	☐	☐



Design for Bainbridge Commercial / Multi-Family Housing Worksheet

Chapter 4

PUBLIC REALM STANDARDS

- 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

Applicant Response – Public Realm Standards P1 through P6:

While the Eagle Harbor Maintenance Facility is a private industrial site, consideration has been given to the impact of the proposed Welding Shop on the site staff and the public who live adjacent to the facility or who utilize the nearby walking trail.

Construction of the proposed Welding Shop will not coincide with an increase in site staff, reducing impact on trips made on Harborview Drive SE, the road on which one accesses the project site. In addition, the posted onsite speed limit will not be changed with this proposed construction, and parking spaces and vehicle lanes will remain in place. It is also proposed that bike racks will be installed along the outside of the proposed structure.

DRB Discussion - Public Realm Standards P1 through P6:

DRB Findings – Public Realm Standards:

	Met	Does Not Meet	Not Applicable
P1	☐	☐	☒
P2	☐	☐	☒
P3	☐	☐	☒
P4	☐	☐	☒
P5	☐	☐	☒
P6	☐	☐	☒



Design for Bainbridge Commercial / Multi-Family Housing Worksheet

Chapter 4

BUILDING DESIGN STANDARDS

- B1** EXPRESS A CLEAR ORGANIZING ARCHITECTURAL CONCEPT
- B2** USE AN ARCHITECTURAL LANGUAGE APPROPRIATE TO BAINBRIDGE ISLAND
- B3** CREATE WELL COMPOSED FACADES AT ALL SCALES
- B4** CELEBRATE AND PROMINENTLY FEATURE SUSTAINABLE DESIGN
- B5** USE HIGH QUALITY MATERIALS AND WELL-CRAFTED DETAILS

Applicant Response – Building Design Standards B1 through B5:

The proposed Welding Shop takes the classic industrial sawtooth roof form and applies it to the unique constraints of the program and site. The clear sawtooth typology organizes the building and allows for northern daylight to enter the workspace while providing ample roof area angled towards the south, which is perfect for the installation of photo-voltaic panels. While the roof is a classic industrial type appropriate to its location within the Eagle Harbor Maintenance Facility, the building also evokes the sense of craft and care that defines the buildings of Bainbridge Island through its careful contemporary detailing. The façade of the building uses a weathering steel rainscreen which will maintain a rugged patina over the years and will naturally resist degradation from the salt air. The overall height of the façade is broken down into several clear datums and differentiation in mass that make the building more suitable to a pedestrian scale and reduces its overall imposition on neighboring structures. This building is ultimately one defined by function with a deep care for high-quality materials and design. The commitment to sustainable design is brought forward in the long-lasting materials and the orientation of the building to optimize solar energy production and natural daylighting.

DRB Discussion - Building Design Standards B1 through B5:

DRB Findings – Building Design Standards:

	Met	Does Not Meet	Not Applicable
B1	☒	☐	☐
B2	☒	☐	☐
B3	☒	☐	☐
B4	☒	☐	☐
B5	☒	☐	☐



Design for Bainbridge Commercial / Multi-Family Housing Worksheet

Chapter 4

LANDSCAPE STANDARDS

- 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

Applicant Response - Landscape Standards L1 through L6:

As landscaping can be integrated into site development projects through various means, the Landscaping Standards discussed in the Design for Bainbridge documentation have been integrated into this project.

Due to being a Superfund site, the potential to employ landscape architecture throughout the project vicinity was vastly lessened in comparison to a site with clean soils. Features like permeable pavement and site plantings might compromise the dirty soil that has been capped to prevent contaminant leakage. Features like raised planters and the minimization of impact on existing green spaces have been incorporated into design.

DRB Discussion – Landscape Standards L1 through L6:

DRB Findings – Landscape Standards:

	Met	Does Not Meet	Not Applicable
L1	☐	☐	☒
L2	☐	☐	☒
L3	☐	☐	☒
L4	☒	☐	☐
L5	☐	☐	☒
L6	☐	☐	☒



Design for Bainbridge Commercial / Multi-Family Housing 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:

Referencing Chapter 5: Street Types & Frontages within the Design Standards & Guidelines, 2021, the road servicing Eagle Harbor Maintenance Facility (Harborview Drive NE) is not categorized as a major thoroughfare and is therefore not categorized as a specific street type or frontage. Further references for this categorization were the City of Bainbridge Island Design and Construction Standards and Specifications (2016) document and Title 7 of the City of Bainbridge Municipal Code. As the proposed construction does not occur within the setback of the roadway, design utilizing the specific frontage and street type was not necessary. If construction impacts the existing public roadway or frontage, remediation efforts will restore the areas to the existing condition.

DRB Discussion – Street Types and Frontages:

DRB Findings – Street Types and Frontages:

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



Design for Bainbridge Commercial / Multi-Family Housing Worksheet

Chapter 7 LARGER SITES

- STANDARD 1** DESIGN THE SITE BY CLUSTERING BUILDINGS AND ARRANGING THEM WITH FRONTAGES ON PUBLIC STREETS, PUBLIC SPACES, OR OPEN SPACE.
- STANDARD 2** DESIGN SITES TO MINIMIZE THE VISUAL IMPACT OF PARKING ON THE PUBLIC REALM.

Applicant Response - Larger Sites Standard 1 and 2:

The proposed construction site is not larger than one acre. Design consideration for Chapter 7: Larger Sites has not been included in this project.

DRB Discussion - Larger Sites Standard 1 and 2:

DRB Findings - Larger Sites:

	Met	Does Not Meet	Not Applicable
Standard 1	☐	☐	☒
Standard 2	☐	☐	☒



Design for Bainbridge Commercial / Multi-Family Housing Worksheet

Chapter 7

HISTORIC PLACES

- STANDARD1** DESIGN THE SITE, BUILDING(s), AND LANDSCAPE TO BE COMPATIBLE WITH HISTORIC BUILDINGS WITHOUT DIRECTLY MIMICKING HISTORIC ARCHITECTURAL STYLES.
- STANDARD2** MAINTAIN THE HISTORIC INTEGRITY OF BUILDINGS OVER 50 YEARS OLD LISTED OR ELIGIBLE FOR THE NATIONAL OR LOCAL REGISTER OF HISTORIC PLACES.

Applicant Response – Historic Places Standards 1 and 2:

The proposed construction site does not include historic structures. Design consideration for Chapter 7: Historic Places has not been included in this project.

DRB Discussion - Historic Places Standard 1 and 2:

DRB Findings - Historic Places:

	Met	Does Not Meet	Not Applicable
Standard 1	☐	☐	☒
Standard 2	☐	☐	☒



Design for Bainbridge Commercial / Multi-Family Housing Worksheet

Chapter 7 CIVIC USES

STANDARD1 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.

STANDARD2 DESIGN CIVIC SITES AND BUILDINGS TO SERVE MULTIPLE FUNCTIONS SUCH AS PUBLIC SPACE, COMMUNITY GATHERINGS, PUBLIC ART, AND OTHER COMPATIBLE USES.

Applicant Response – Civic Uses Standards 1 and 2:

The proposed construction site does not include civic uses. Design consideration for Chapter 7: Civic Uses has not been included in this project.

DRB Discussion - Civic Uses Standard 1 and 2:

DRB Findings - Civic Uses:

	Met	Does Not Meet	Not Applicable
Standard 1	☐	☐	☒
Standard 2	☐	☐	☒



Design for Bainbridge
**Commercial / Multi-Family Housing
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: 07/01/24

Attendee Report				
Report Generated:	7/30/2024 7:15			
Topic	Webinar ID	Actual Start Time	Actual Duration (minutes)	Unique Viewers
Design Review Board Special Meeting	839 4379 6796	7/29/2024 13:51	159	1
				Total Users
				2
Host Details				
User Name (Original Name)	Email	Join Time	Leave Time	Time in Session (minutes)
Marlene Schubert	mschubert@bainbridgewa.gov	7/29/2024 13:51	7/29/2024 16:29	159
Panelist Details				
User Name (Original Name)	Email	Join Time	Leave Time	Time in Session (minutes)
Attendee Details				
User Name (Original Name)	Email	Join Time	Leave Time	Time in Session (minutes)
dianne		7/29/2024 14:02	7/29/2024 14:23	21



CITY OF
BAINBRIDGE ISLAND

City of Bainbridge Island
Design Review Board – Special Meeting
July 29, 2024

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Name	Affiliation	Phone & Email	
TODD THIEL	DRB.		☐
MARK AUBIN	DRB		☐
ELAINE LIFFGENS	DRB		☐
Jeff Damico	Wing Point		☐
Bill Moses	Wing Point		☐
DAN LAZAREK	WENZLAU ARCHITECTS		☐
C. WENMAN	Wenzlau Architects		☐

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City of Bainbridge Island
Design Review Board – Special Meeting
July 29, 2024

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Name	Affiliation	Phone & Email	
Auburn Lovett	City Staff		☐
Howard T. Lowler	DRB MEMBER		☐
HB HARPER	COBI		☐
Aidan Bred	DRB. MEMBER.		☐
			☐
			☐
			☐