



CITY OF BAINBRIDGE ISLAND

DESIGN REVIEW BOARD

Regularly Scheduled Meeting
Monday, May 18, 2015 at 2:00 p.m.



Location:
Bainbridge Island City Hall
City Council Conference Room
280 Madison Avenue North
Bainbridge Island, Washington 98110

AGENDA

- | | |
|-------------------------|---|
| 2:00 p.m. | Call to Order (Attendance, Agenda, Ethics) |
| 2:00 – 2:15 p.m. | Approval of Minutes
May 4, 2015 Meeting |
| 2:15 – 2:45 p.m. | Pleasant Beach Village Homes PLN13880D PRE Preapplication
Location: Dotson Loop
(TA# 042402-1-004-2006, #042402-1-055-2004, #042402-1-007-2003
and #0425402-1-010-2008)
Project Manager: Joshua Machen
Construction of 14 duplex homes.
Continued discussion of parking and landscaping. |
| 2:45 – 3:00 p.m. | Rolling Bay Land Company/Cole PLN50184 PRE Preapplication
Location: Sunrise Drive and Valley Road (TA#112502-3-113-2000)
Project Manager: Scott Speer
Discussion with project manager prior to applicant review. |
| 3:00 – 4:00 p.m. | Rolling Bay Land Company/Cole PLN50184 PRE Preapplication
Review with applicant.
Development of a light commercial and mixed-use project with possible residential. Possible
commercial uses include a restaurant, café, bakery, retail and offices. The site is 2.09 acres. |
| 4:00 – 4:15 p.m. | Old and New Business |
| 4:15 | Adjournment |

For special accommodations, please contact Jane Rasely, Planning & Community Development
206-780-3758 or at jrasely@bainbridgewa.gov



CITY OF BAINBRIDGE ISLAND
DESIGN REVIEW BOARD
Regularly Scheduled Meeting Minutes
Monday, May 4, 2015 at 2:00 p.m.
City Council Conference Room
280 Madison Ave N
Bainbridge Island, Washington 98110

Call to Order (Attendance, Agenda, Ethics)
Approval of Minutes – March 2 and March 16, 2015 Meetings
Finalization of City's Donation Program
Revision to Ericksen Avenue Design Guidelines
Pleasant Beach Village Homes
Old and New Business
Adjournment

Call to Order (Attendance, Agenda, Ethics)

Meeting was called to order by Chair Mark Levine at 2:02 PM. Design Review Board members also in attendance were Chuck Depew, Peter Perry, Alan Grainger and Jim McNett. Adrian Sawyer was absent and excused. City Staff present were Deputy City Manager Morgan Smith, Planning Director Kathy Cook, and Planning Manager Josh Machen. Administrative Specialist Jane Rasely monitored recording and prepared minutes. Architect Charles Wenzlau and Citizen Charles Schmid also attended the meeting.

Approval of Minutes – March 2 and March 16, 2015 Meetings

Motion to approve both sets of minutes was made by Jim McNett and seconded by Peter Perry. Alan Grainger abstained from March 2, 2015 vote since he was not in attendance at that meeting. Chuck Depew abstained from March 16, 2015 vote since he was not in attendance at that meeting.

Finalization of City's Donation Program – Kathy Cook and Morgan Smith

Planning Director Kathy Cook gave an overview of the previous work done on the donations policy. She said that while the DRB had recommended there not be pre-approved choices for signage or bus shelters, the City Manager kept them in the document to allow a simple process for donors since donations are usually part of a bereavement process. The DRB agreed the second option for a bus shelter should be removed. Kathy felt the City Manager would not object to having the second bus shelter option removed. Kathy did mention that if someone wanted to donate an item not on the pre-approved "menu," they would go through a review process via the DRB.

Jim McNett mentioned that he was not happy with the Way Finding sign. It was mentioned there are other options available besides that one particular style including the example at the Way Point Park. Alan Grainger asked if the City would be taking responsibility for the verbiage on the sign. Morgan Smith stated yes. She then gave an overview of the work she had been doing on setting guidelines/standards for donated signage and its process.

Mark Levine asked about the maintenance of the donated item. Morgan replied the City would do their best to maintain the item for 5 years, but after 5 years, if it has been damaged or absconded with, there were no guarantees. She also spoke

about the effort required to create a guideline for the process. Mark mentioned he wished the process would be a little gentler to the person who would be making the donation.

Jim asked about the road ends signs and their maintenance. Morgan stated she tries to put regular maintenance on the schedule for O&M every quarter. Mark asked what citizens could do to help with maintaining road ends benches, etc. Morgan said she could get him in touch with the head of the Roads End Committee so they can coordinate efforts. Mark went on to state that he would love to see it be easier for people to know what they can do. It was stated that Kellie Stickney is the volunteer public coordinator/liaison and she would be the place to start. Kathy said Kellie's contact information would be sent to the DRB. Chuck Depew mentioned that the City's process for putting a bus shelter in place is not very good and could be improved upon.

Mark Levine asked about why the DRB was removed from the historical sign process. Morgan shared that the process had been interesting because they received a proposal with a couple of dimensions to it that helped determine how much process was actually needed. During the discussion around the proposal, as well as the trial and error of this first sign, they decided they needed to start over and start fresh. She felt the plan they would be discussing with the Historic Preservation Committee was really good and would become a good process with some vetting to it. The HPC will receive suggestions for an event, site or person, decide if it is appropriate and the HPC will then decide upon the verbiage. Peter Perry mentioned the electronic element again. Morgan agreed that was an interesting piece and that having the History Museum as an identified partner in this process would help with building that piece in little by little on select projects.

Revision to Ericksen Avenue Guidelines – Kathy Cook

Kathy Cook gave a brief overview of the memo she had sent to the DRB on Friday, May 1, 2015. She addressed specifically the ravine view portion of the guideline. She stated what was codified into the code was not what the Council approved. Mayor Blair felt the Council might want to revisit that motion because she did not feel it was just a codifier error. She would like to have a discussion with the Council to see if there was more than a codifier error and asked Kathy to put the subject on the Council's May 19th agenda. Kathy quoted the motion verbatim and discussed where the mix-up occurred. Chuck asked whether having that particular "shall" become "should" would affect the way the City makes decisions or gives consideration. Kathy mentioned the DRB might want to provide written comment for the Council meeting and if they send it to her by May 13th, she will make sure it is included in the Council packet.

Mr. Schmid agreed with Jim McNett that if the "shall" was changed to "should" it would mean the whole thing would disappear. Mark Levine stated they would draft a letter.

Pleasant Beach Village Homes – Josh Machen

Josh gave an overview of this phase of the project mentioning that this was all part of an approved site plan from 2007. He stated that over all, the developer was not increasing their unit numbers, but they had done away with the detached parking garages and will now have parking underneath the homes. Alan asked for help understanding the parameters of what they were reviewing today. Josh mentioned it was a site plan review of these units as a minor amendment to the original site plan review. They would be looking at them from the Lynwood Center Design Guidelines and that was pretty much it. The DRB asked about trees and Josh stated the project was using the current tree unit calculator regulations for tree retention. The Tree Ad Hoc Committee was still working on some modifications of the tree code and they have been discussing how much room it actually takes to protect an existing tree. He also mentioned that saving individual trees from a grouping of trees is not always successful either. He felt the big need is educating the public about what it takes to protect trees.

Jim McNett asked if there was a landscape plan that had been submitted with this site plan. He noticed there were not any trees associated with this part of the development. Josh stated there was not a requirement for trees in within this amended phase, since there are not parking lots and the roadside and perimeter buffers are still in place for the overall site plan. There was not a requirement to have a landscaping plan, just buffer requirements around the back and Baker Road sides of the development. Jim said that since it is a hillside, you can look up from below and see all the development and they do not show any trees that would help minimize that. Josh felt that they would probably put trees in, but there was no requirement to show the trees on the site plan.

Architect, Charles Wenzlau was invited in at 3:13 PM, but was not yet here because he was scheduled for 3:30 PM. Josh volunteered to bring in some booklets on tree protection during construction that he obtained from a conference he attended.

Charles Wenzlau arrived with an intern at 3:18 PM. Mark asked Charlie to give an overview of the site plan. He mentioned the pool is done. He mentioned they had added a seventh duplex unit but the overall project in the end would have fewer units. He stated the design character had changed and they had more detailed elevations now. They had enlarged the footprint by adding a master suite on the ground floor of each unit. The street facades would have four variations. The side views represent two different roof concepts. Discussion of the garages ensued and Charlie said they were always going to be under the homes. The previously discussed garages supported the townhouses across the street. They were removed because they will no longer be necessary. Jim McNett asked about the lack of landscape design being shown on the site plan. Charlie mentioned they are in the process of working on the landscaping right now. Josh asked about the stands of trees shown on the site plan. Charlie stated they were leaving themselves open to saving as many trees as possible and would be looking at which trees they will honestly be able to save later in the development process. They have completed a very detailed survey in the central meadow space and looked at which trees they would like to save, including those that are not safe because they would like to keep as many as possible. Anything that goes back into the areas between the houses will be newly planted trees.

Alan asked about the street lined with garage doors that did not meet the Lynwood Center Guidelines and how they cannot understand where street trees might be because there was not a landscape plan included at this time. Charlie mentioned the slope across the site runs between 10-15%. These are the only homes that push back into the hillside. He was concerned about the three story look of the home, so the top floor is pushed back so your eye looks at a 2 story house as opposed to a 3 story house. Discussion continued about perhaps putting a sidewalk with trees planted along it across the street from the houses to provide more tree relief.

Alan asked what they were being asked to approve. Mark stated they were looking at whether the development met the Lynwood Center Guidelines or not. Mark felt that what they are creating is in keeping with the Tudor style. Jim asked about materials and Charlie replied he was trying to keep the materials natural.

Lynwood Center Guidelines

1. Implementation of Guidelines – Yes (Alan feels the site plan changes have not been adequately explained and illustrated.)
2. Minimize Impacts of Parking Lots – Charlie will provide further documentation.
3. Encourage Continuance of Character – Yes
4. Encourage Sidewalk Use – Yes

Charlie asked to have this project placed on the agenda for the next meeting. He will provide landscaping information and come to the next meeting.

Old/New Business

Alan gave a report on the Waterfront Park public meeting occurring next week and the design of the shelter adjacent to the building.

The parking process was brought up. Discussion centered on lost parking spaces downtown and Lynwood Center. He felt they needed to do something about getting the Planning Commission and City Council getting their arms around the parking situation. Chuck felt there was not any effort on the part of the City to resolve or look into the situation. It was brought up that this was really something that could be brought up during the comprehensive plan update.

Meeting was adjourned at 4:36 PM.

Approved by:

DRAFT

From: Charles Wenzlau [<mailto:charlie@wenzlauarchitects.com>]

Sent: Tuesday, May 05, 2015 1:37 PM

To: Jane Rasely; Adrian Sawyer; Alan Grainger; Chuck Depew; Jim McNett; Kathy Cook; Mark Levine; Peter Perry

Cc: Josh Machen

Subject: RE: Pleasant Beach Village Aerial View

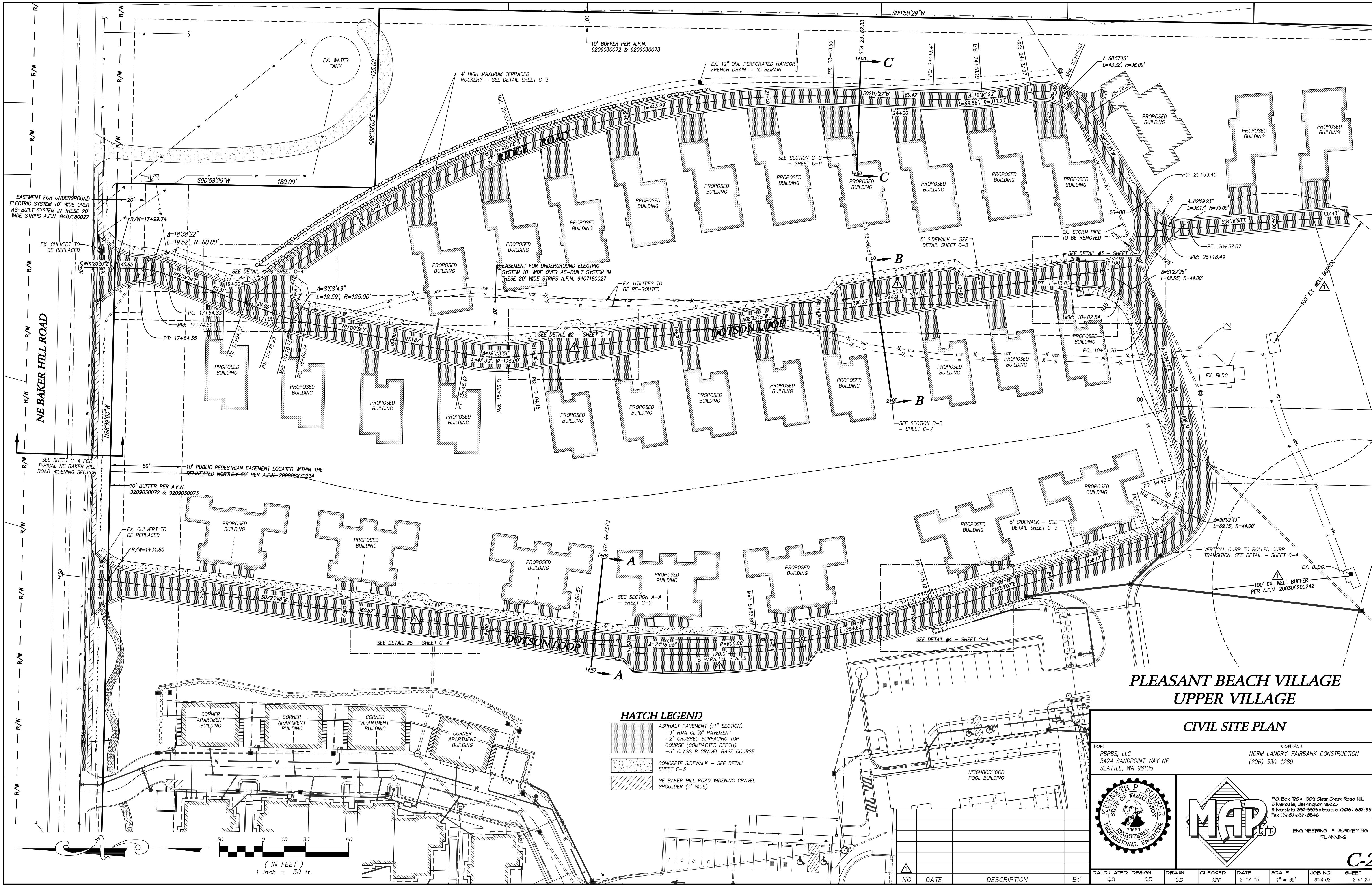
Josh

Here are the additional drawings I agreed to voluntarily submit for the DRB's use. I explained to the DRB these drawings are preliminary and subject to change. [They are not part of the SPR Minor amendment application and were not required for a complete application.](#)

As a point of clarification, our application did not propose adding on street parking. While it is our intention to do so, it was not included in the application. I understand the DRB may recommend the addition of these spaces. The landscape plans are not part of the required site landscaping but reflect the most current thinking on the approach we intend to take.

I would like to confirm I will be meeting again with the DRN within two weeks of yesterday's meeting as agreed to by the DRB. I hope these material help solidify the DRB's understanding of the site design.

Charlie



PLEASANT BEACH VILLAGE
UPPER VILLAGE

CIVIL SITE PLAN



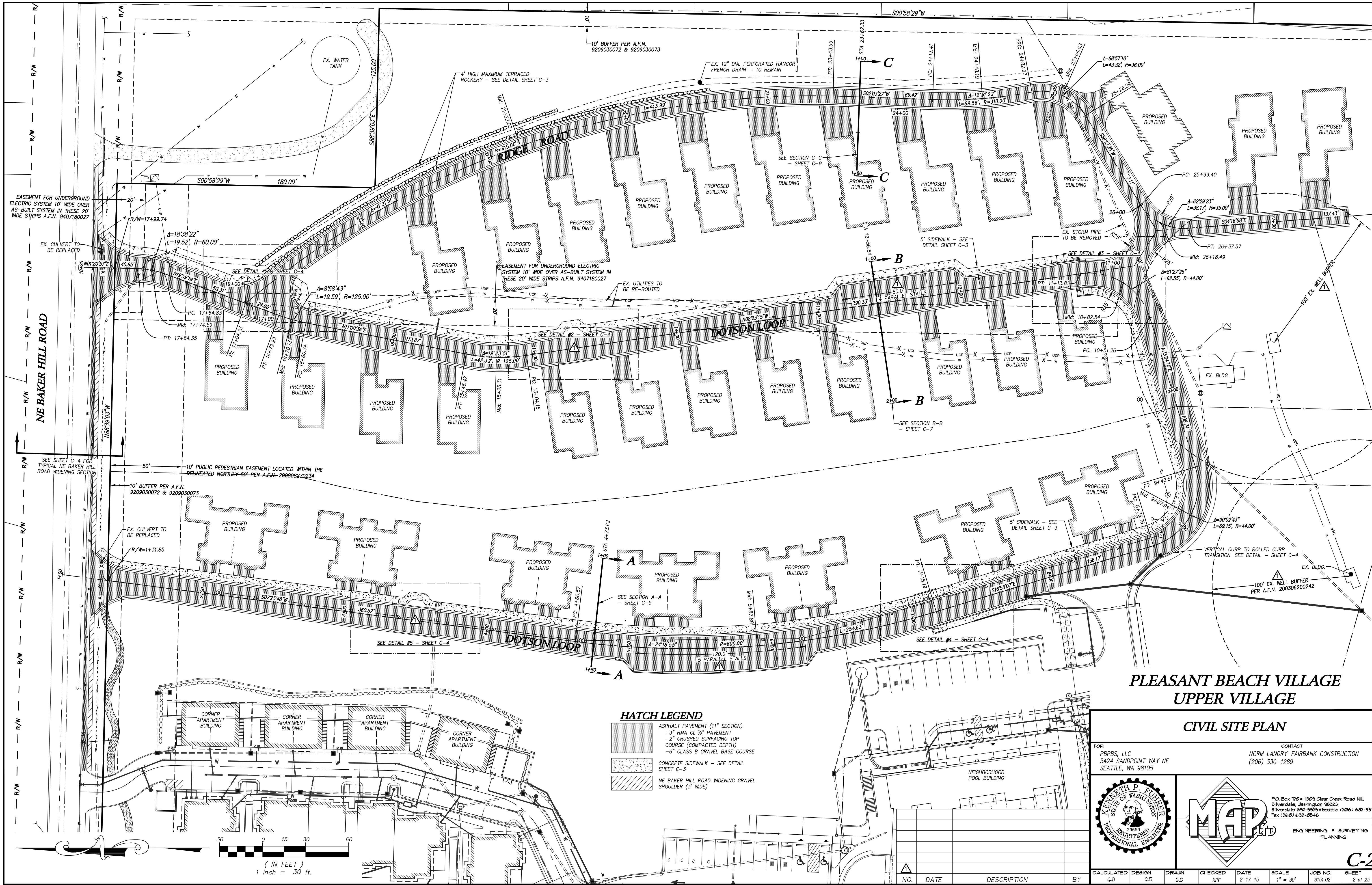
P.O. Box 120 • 11309 Clear Creek Road NW
Silverdale, Washington 98133
Silverdale 631-5525 • Seattle (206) 682-55
Fax (360) 638-0546

ENGINEERING • SURVEYING
PLANNING

FOR
PBPBS, LLC
5424 SANDPOINT WAY NE
SEATTLE, WA 98105

CONTACT
NORM LANDRY-FAIRBANK CONSTRUCTION
(206) 330-1289

CALCULATED	DESIGN	DRAWN	CHECKED	DATE	SCALE	JOB NO.	SHEET
QUD	QUD	QUD	KPF	2-17-15	1" = 30'	6151.02	2 of 23

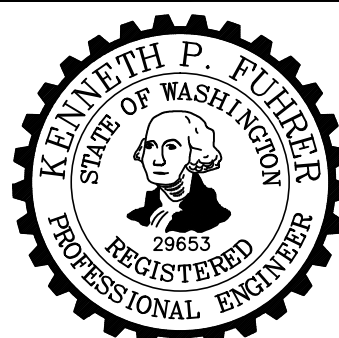


PLEASANT BEACH VILLAGE
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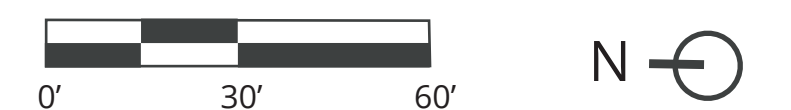
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C-2

CALCULATED	DESIGN	DRAWN	CHECKED	DATE	SCALE	JOB NO.	SHEET
QUD	QUD	QUD	KPF	2-17-15	1" = 30'	6151.02	2 of 23



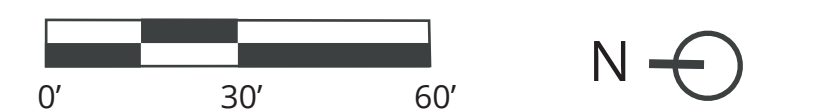
1"= 30' on 22 x 34 sheet 1"=60' on 11 x 17 sheet



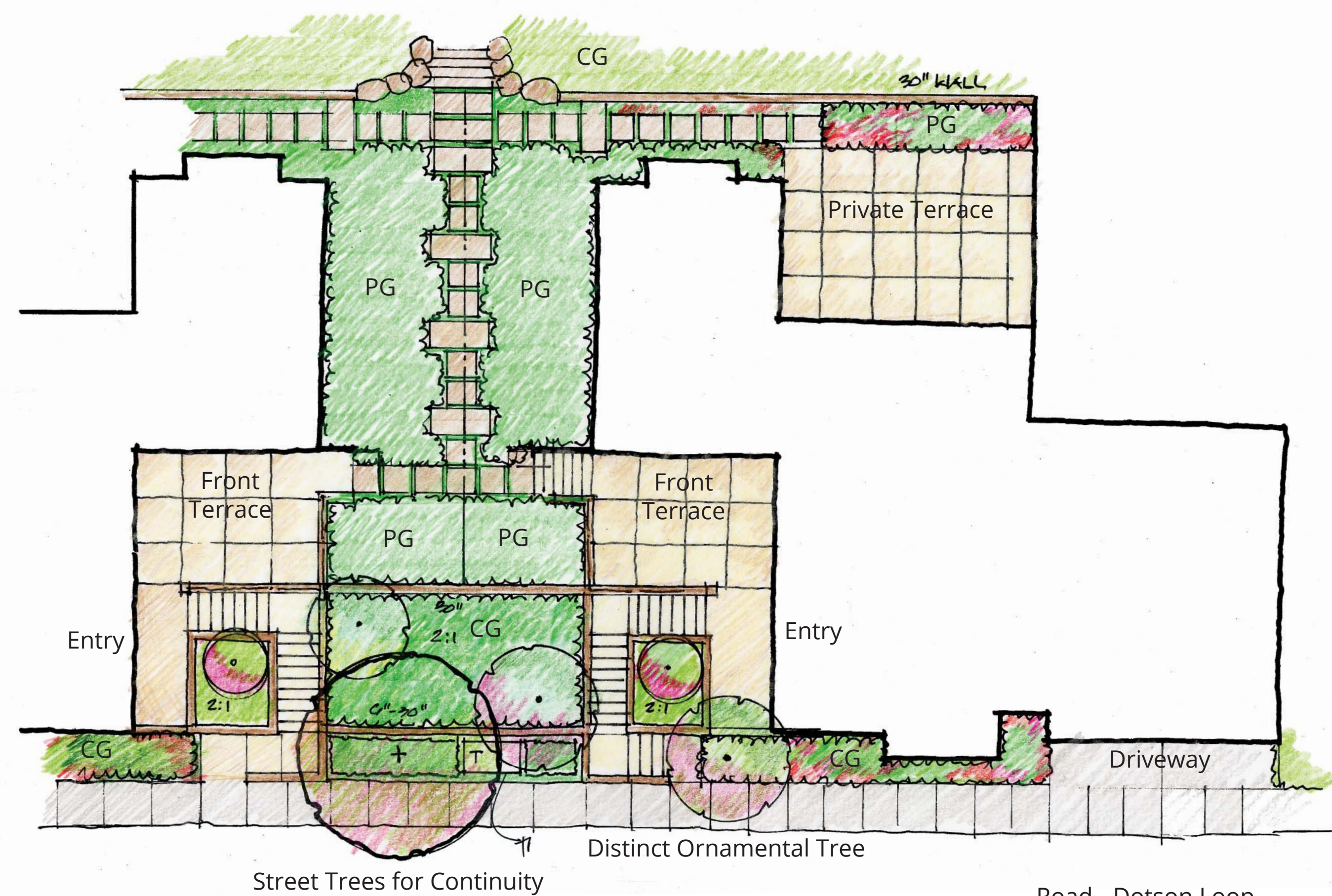
PLEASANT BEACH VILLAGE PHASE 3 - SITE PLAN & LANDSCAPE CONCEPT



1"= 30' on 22 x 34 sheet 1"=60' on 11 x 17 sheet



PLEASANT BEACH VILLAGE PHASE 3 - SITE PLAN & LANDSCAPE CONCEPT

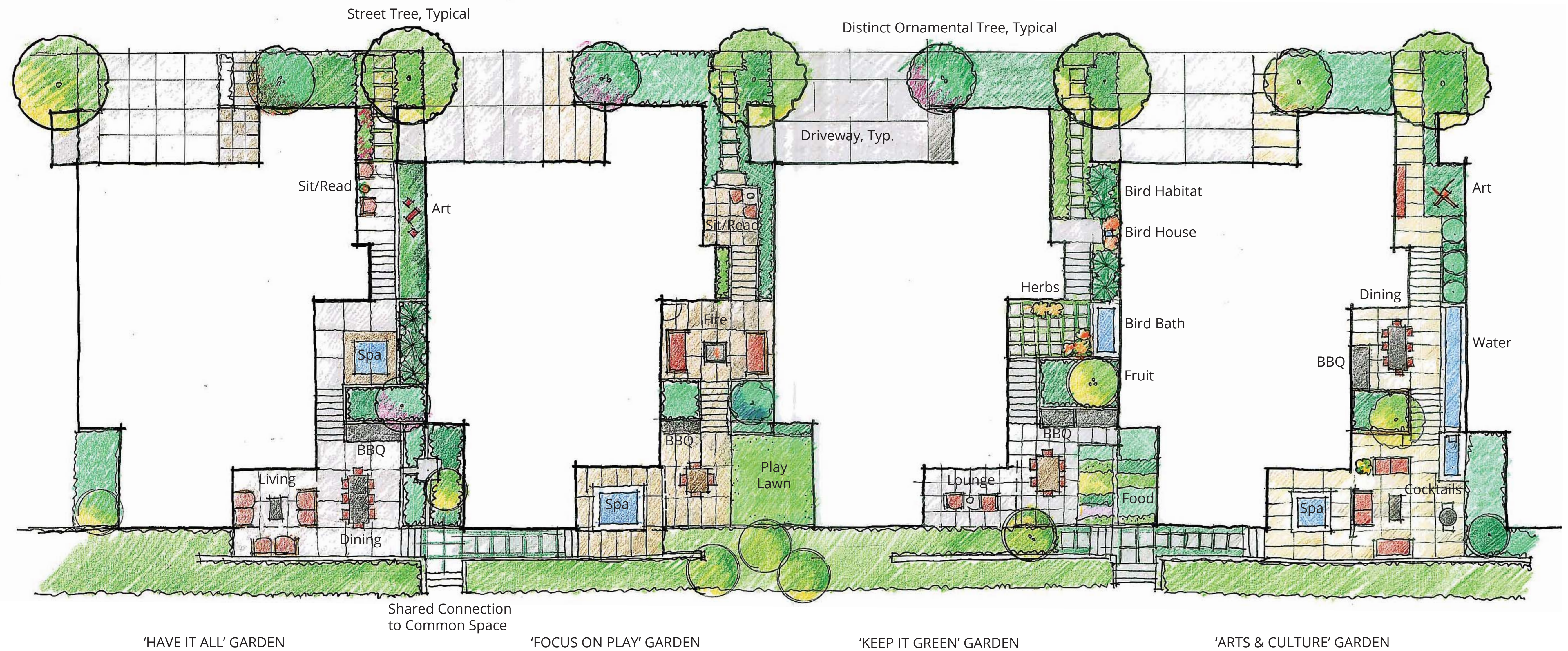


CG: Common Garden
PG: Private Garden

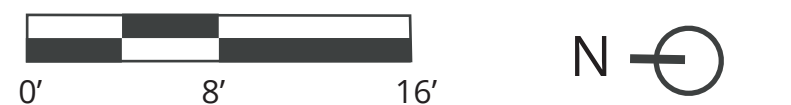


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0' 8' 16' N

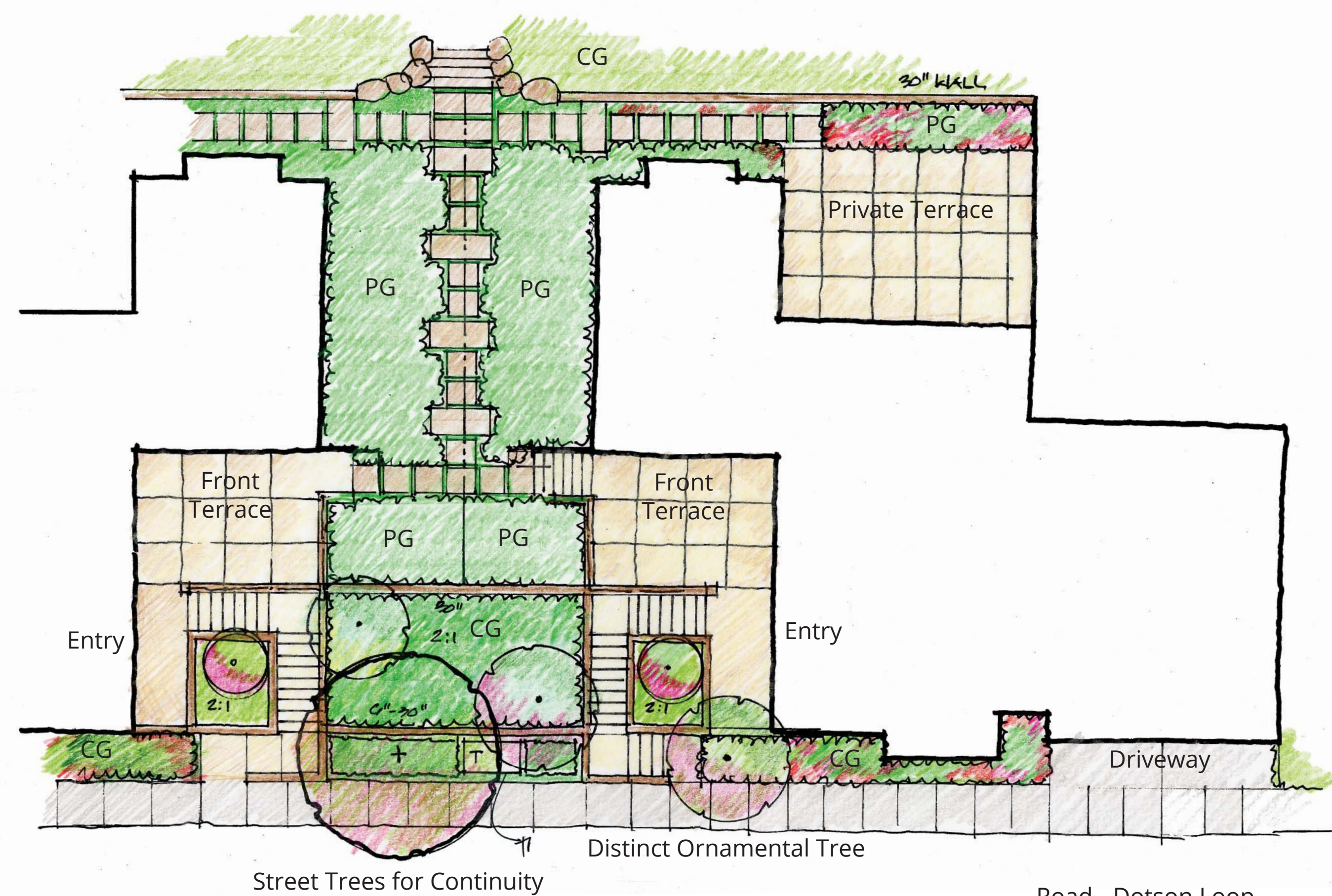
PLEASANT BEACH VILLAGE PHASE 3 - VILLAGE HOMES GARDEN CONCEPT



1/8"= 1' on 22 x 34 sheet 1/16"=1' on 11 x 17 sheet



PLEASANT BEACH VILLAGE PHASE 3 - HILLSIDE HOMES GARDEN CONCEPT

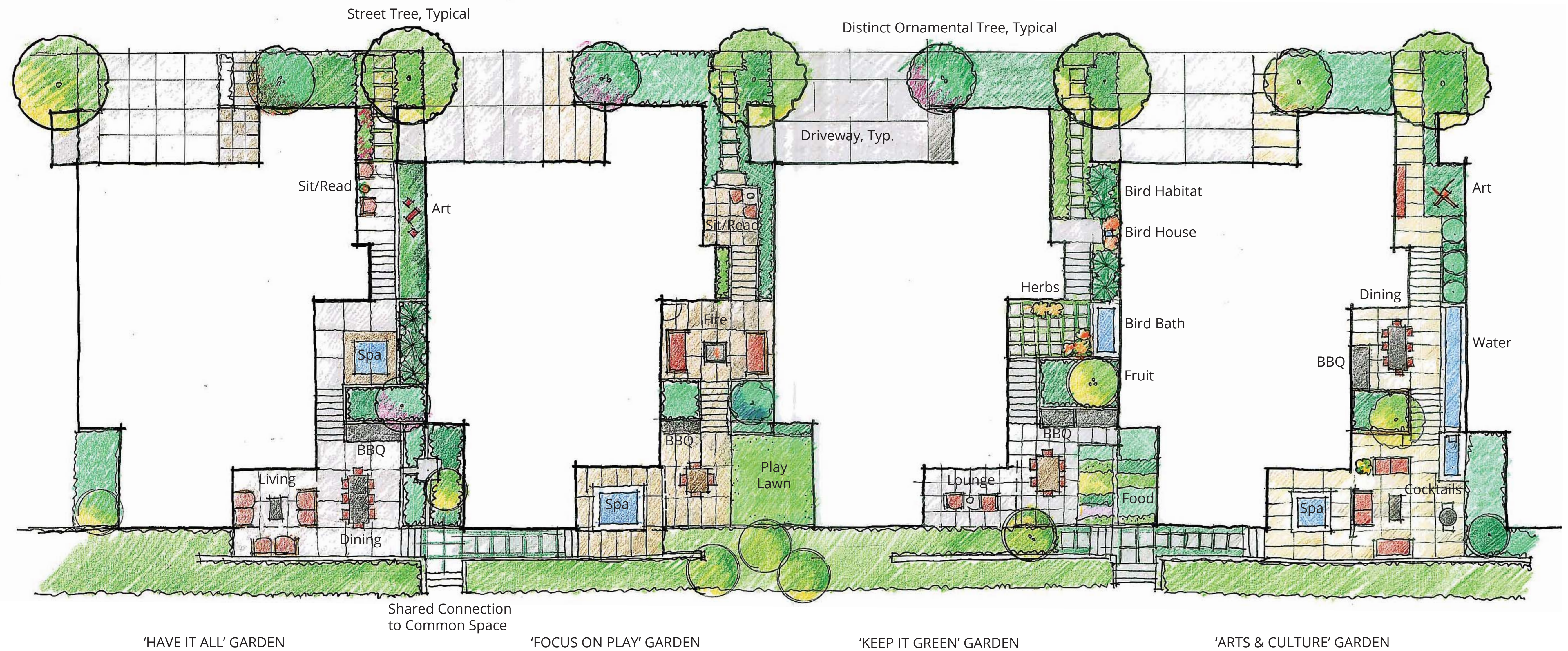


CG: Common Garden
PG: Private Garden



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0' 8' 16' N

PLEASANT BEACH VILLAGE PHASE 3 - VILLAGE HOMES GARDEN CONCEPT



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PLEASANT BEACH VILLAGE PHASE 3 - HILLSIDE HOMES GARDEN CONCEPT



CITY OF BAINBRIDGE ISLAND
DEPARTMENT OF PLANNING & COMMUNITY DEVELOPMENT
280 Madison Avenue North
Bainbridge Island, Washington 98110-1812
Phone: 206-842-2552 Email: pcd@bainbridgewa.gov

APPLICATION – PAGE 1

DATE STAMP

Bainbridge Island

FEB 19 2015

Dept. of Planning &
Community Development

DATE SUBMITTED	PROJECT NUMBER SUFFIX	
02/19/2015	PLN50184 PRE	
PROJECT NAME ROLLING BAY LAND CO/COLE		
PROJECT TYPE Preapplication Conference		
PROJECT ADDRESS or ACCESS STREET Sunrise Drive and Valley Road		
TAX PARCEL NUMBER	TAX PARCEL NUMBER	
112502-3-113-2000		
TAX PARCEL NUMBER	TAX PARCEL NUMBER	
TAX PARCEL NUMBER	TAX PARCEL NUMBER	
REVISION RECEIVED		
FEE HISTORY	AMOUNT	PAID
Preapplication Conference	\$265.00	\$265.00

PROJECT DESCRIPTION

Development of a light commercial and mixed-use project with possible residential. Possible commercial uses include a restaurant, café, bakery, retail and offices. The site is 2.09 acres.

Preapplication Conference: Tuesday, March 17, 2015 @ 11:00 a.m.
Design Review Board: date and time to be determined.

PEOPLE ASSOCIATED WITH CASE

COBI PROJECT MANAGER

SCOTT SPEER – PHONE: 206-780-3770 E-MAIL: sspeer@bainbridgewa.gov

OWNERS

ROLLING BAY LAND COMPANY, Attn: Elizabeth Martin
Post Office Box 4703, Rolling Bay, Washington 98061

PHONE: 206-780-8366

E-MAIL: lisa@rollingbaylandco.com

CONTACT

RUSS HAMLET, Studio Hamlet Architects, 10583 Manitou Park Boulevard, Bainbridge Island 98110

PHONE 206-842-7355

E-MAIL ADDRESS russ@studiohamlet.com

CITY OF BAINBRIDGE ISLAND

PREAPPLICATION CONFERENCE REQUEST

FORM MUST BE COMPLETED IN INK, PREFERABLY BLUE.

PENCIL WILL NOT BE ACCEPTED.



DATE STAMP FOR CITY USE ONLY Bainbridge Island FEB 19 2015 Dept. of Planning & Community Development	<u>TO BE FILLED OUT BY APPLICANT</u> PROJECT NAME: ROLLING BAY PROPERTIES COLE DEVELOPMENT TAX ASSESSOR'S NUMBER: 112502-3-113-2000 PROJECT STREET ADDRESS OR ACCESS STREET: SUNRISE DRIVE & NEAR CORNER OF VALLEY ROAD ENVIRONMENTAL CHECKLIST SUBMITTED : ☐ YES ☒ NO <u>FOR CITY USE ONLY</u> FILE NUMBER: PLN50184 PRE PROJECT NUMBER: 50184 DATE RECEIVED: 2-19-2015 APPLICATION FEE: \$265.00 TREASURER'S RECEIPT NUMBER: 15-00138
SUBMITTAL REQUIREMENTS	
APPLICATION	<i>One original (which must contain an original signature) and six copies</i> must be provided. Whenever possible, originals must be <i>signed in blue</i> . Please identify the original document.
SUPPORTING DOCUMENTS	<i>One original (which must contain an original signature)</i> , where applicable, and <i>six copies</i> (if an original is not applicable, <i>seven copies</i> must be provided).
FULL-SIZE DRAWINGS	<i>Seven copies</i> of the required drawings must be provided. Drawings <i>must be folded and 18" x 24"</i> in size. <i>No construction drawings or other sized drawings</i> will be accepted unless specifically requested.
REDUCED DRAWINGS	<i>Two copies (five if commercial)</i> of the drawings reduced to 11" x 17" must be provided.
SUBMITTING APPLICATIONS	Applications <i>must be submitted in person</i> by either the owner or the owner's designated agent. Should an agent submit the application, a <i>notarized Owner/Applicant Agreement</i> must accompany the application (owner/app agreement attached). Please call (206) 780-3762 to set up an appointment to submit the application.
FEES	Please call the Department of Planning & Community Development for submittal fee information. Review by the Kitsap County Health Department may require additional fees and processing time.
APPLICATIONS WILL NOT BE ACCEPTED unless these basic requirements are met and the submittal packet is deemed counter complete.	

DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT
 280 MADISON AVENUE NORTH • BAINBRIDGE ISLAND, WA • 98110-1812
 PHONE: (206) 842-2552 • FAX: (206) 780-0955 • EMAIL: pcd@bainbridgewa.gov

CITY OF BAINBRIDGE ISLAND

PREAPPLICATION CONFERENCE REQUEST

FORM MUST BE COMPLETED IN INK, PREFERABLY BLUE.
PENCIL WILL NOT BE ACCEPTED.



A. GENERAL INFORMATION

1. Name of property owner: Rolling Bay Land Company, LLC
Address: P.O. Box 4713 Rollingbay, WA 98061
Phone: 206.780.8366 Fax: _____
E-mail: lisa@rollingbaylandco.com

Name of property owner: _____
Address: _____
Phone: _____ Fax: _____
E-mail: _____

Name of property owner: _____
Address: _____
Phone: _____ Fax: _____
E-mail: _____

*If the owner(s) of record as shown by the county assessor's office is (are) not the agent,
the owner's (owners') signed and notarized authorization(s) must accompany this application.*

2. Applicant/agent: Studio Hamlet Architects, PLLC
Address: 10583 Manitou Park Blvd NE B.I., WA 98110
Phone: 206.842.7355 Fax: _____
E-mail: russ@studiohamlet.com

3. Name of land surveyor: Adam and Goldsworthy
Address: 19062 Hwy 305 North Poulsbo, WA 98370
Phone: 206.842.9598 Fax: _____
E-mail: jim@agols.com

4. Planning department personnel familiar with site: Heather Beckman and Scott Speer

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CITY OF BAINBRIDGE ISLAND

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5. Description of proposal: Light commercial and mixed use with possible residential.

Possible commercial uses includes a restaurant, café, bakery, retail, offices.

6. Driving directions to site: Drive to Rolling Bay. Site is north of Jiffy Mart
Property.

7. Please give the following existing parcel information:

Assessor's Parcel Number	Parcel Owner	*Lot Area
112502-3-113-2000	Rolling Bay Land Co.	2.09 Acres
Use additional sheet if necessary	Total of all parcels:	

** As defined in Bainbridge Island Municipal Code 18.12.050*

8. Legal description (or attach): Attached.

9. Current comprehensive plan, zoning and shoreline designations and use of subject parcel(s):

Lot Number	Comp Plan Designation	Zoning Designation	Shoreline Designation	Current Use
Lot		NSC	N/A	Vacant
Lot				
Lot				
Lot				

CITY OF BAINBRIDGE ISLAND

PREAPPLICATION CONFERENCE REQUEST

FORM MUST BE COMPLETED IN INK, PREFERABLY BLUE.
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10. Current comprehensive plan, zoning and shoreline designations and use of adjacent properties:

Property	Comp Plan Designation	Zoning Designation	Shoreline Designation	Current Use
North		R-2		Residential
South		NSC		Commercial
East		NSC		Commercial
West		R-2		Residential

11. Common name of adjacent water area or wetlands area: Puget Sound

12. Does the site contain an environmentally sensitive area as defined in Critical Areas Ordinance (*Bainbridge Island Municipal Code Chapter 16.20*)?

☐ yes ☒ no ☐ unknown

If yes, check as appropriate:

☐ wetland*	☐ geologically hazardous area**
☐ wetland buffer*	☐ zone of influence**
☐ stream*	☐ slope buffer**
☐ stream buffer*	☐ fish and wildlife habitat area

*If your site includes a wetland or wetland buffer, a wetland report may be necessary with your application.

**If your site includes a geologically hazardous area or is within the zone of influence as defined in *Bainbridge Island Municipal Code 16.20*, a geotechnical report may be necessary with your application.

13. Are there underlying/overlying agreements on the property? ☒ yes ☐ no ☐ unknown

If yes, check as appropriate and provide a copy of the decision document:

☐ CUP Conditional Use Permit	☐ SPR Site Plan Review
☐ MPD Master Planned Development	☒ SPT Short Plat
☐ PUD Planned Unit Development	☐ SSDP Shoreline Permit
☐ REZ Contract Rezone	☐ SUB Prior Subdivision
☐ RUE Reasonable Use Exception	☐ VAR Zoning Variance
	☐ Other:

Under which jurisdiction was the approval given?

☒ City of Bainbridge Island ☒ Kitsap County

Approval date: 10-25-95

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14. Is there any other information which is pertinent to this project? ☒ yes ☐ no

If yes, please explain: _____

We have been researching the stormwater requirements, septic and
utility availability, fire flow requirements etc.

B. TECHNICAL INFORMATION

1. Name of water purveyor: KPUD

If a private well, what class? _____

2. Type of sewage disposal: ☒ on-site septic ☐ off-site septic ☐ sewer
Sewer district: ☐ City of Bainbridge Island ☐ Sewer District 7

3. General description of the existing terrain: Flat

4. Soil survey classification: Type 4. Sandy Loam

5. Flood plain designation: AE

CITY OF BAINBRIDGE ISLAND

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PENCIL WILL NOT BE ACCEPTED.



6. Access (street functional road classifications):

Street Type	Required ROW Width	Street Name	Existing ROW Width
primary arterial	150 feet		
secondary arterial	60 feet	Sunrise Drive	60 ft.
collector	50 feet		
residential urban	40 feet		
residential suburban	30 feet		
private	20 - 30 feet		

7. Sidewalks are adjacent to the parcel:

☐ yes ☒ no

If yes, existing sidewalks are _____ feet wide.

Sidewalk installation is proposed as part of the development project:

☒ yes ☐ no

Proposed sidewalks:

☐ adjacent to the parcel and are to be

5 ft feet wide.

☐ internal to the proposal and are to be

5 ft feet wide.

8. Intended use of the land, as well as the sequence and timing of the proposed development:

Mixed use. Commercial, office, restaurant, retail with residential possible

9. Proposed floor area ratio (gross square feet contained in buildings excluding under-building parking/lot area):

FAR not known at this time. Will be no underground parking.

10. Proposed lot coverage (total area of building footprint/lot area x 100%):

20% proposed. 35% allowed.

11. Height of proposed buildings or structures:

30 ft. maximum to midline of gable/shed roof

12. Square footage of all spaces:

retail: 3,200office: 3,200

storage:

residential: 5,400other: 2,40013. Number of stories proposed: TWO

DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

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October 2012

PAGE 1 WILL BE GENERATED BY THE CITY AT TIME OF SUBMITTAL

Page 7 of 9

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PREAPPLICATION CONFERENCE REQUEST

FORM MUST BE COMPLETED IN INK, PREFERABLY BLUE.

PENCIL WILL NOT BE ACCEPTED.



14. Proposed setbacks:

north:

15 ft*

south: 10 ft

east:

10 ft

west: 15 ft*

***After site plan amendment**

15. Number of parking stalls proposed:

36

16. Amount of square footage of proposed paved areas:

16,800 sf. Planning to use pervious paving

17. Percent of site to be covered by impervious surfaces:

50% BUT using pervious paving brings it down to around 25%

(If the proposal results in more than 1,000 square feet of additional impervious surface, a preliminary drainage plan shall be required.)

18. For light manufacturing proposals, percentage of site to remain as open space:

%

19. Is the applicant proposing any terms, conditions, covenants and agreements or other documents regarding the intended development: (If yes, attach copies)

☐ yes ☐ no ☒ unknown

20. Is the proposal part of a phased development plan? (If so, an outline of the future plans must be submitted.)

No phasing planned, but it will be connected to the proposed residential
Development to the west.

21. List any other permits for this project from state, federal or local governmental agencies for which you have applied or will apply, including the name of the issuing agency, whether the permit has been applied for, and if so, the date the application was approved or denied, and the application or permit number:

Health district.

CITY OF BAINBRIDGE ISLAND

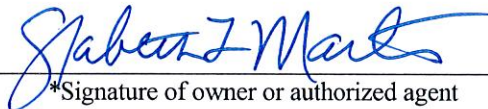
PREAPPLICATION CONFERENCE REQUEST

FORM MUST BE COMPLETED IN INK, PREFERABLY BLUE.
PENCIL WILL NOT BE ACCEPTED.



22. Will the completed project result in 800 or more square feet of impervious surface
(building footprint + driveways + parking)? ☒ yes ☐ no ☐ unknown
23. Will the project result in clearing more than six significant trees or 2,500 square feet of ground?
☒ yes ☐ no ☐ unknown
24. Do storm water systems exist on the site? ☐ yes ☒ no ☐ unknown
If yes, were they constructed after 1982? ☐ yes ☐ no ☐ unknown
If yes, what type of storm water system exists on the site?
☐ infiltration ☐ open ditching ☐ closed conveyance ☐ detention
25. Will the completed project result in excavating of or filling in:
☐ less than 50 cubic yards. ☒ more than 50 cubic yards but less than 100 cubic yards. ☐ more than 100 cubic yards.
26. For reasonable use exception applications, proposed
square footage of wetland and buffer to be disturbed: _____

I hereby certify that I have read this application and know the same to be true and correct.


*Signature of owner or authorized agent


Date

Elizabeth L. Martin

Please Print

**If signatory is not the owner of record, the attached "Owner/Agent Agreement" must be signed and notarized.*

Tax Description COLE[Print](#)

Tax Account No.	Process No.	Situs Address
112502-3-113-2000	2284495	

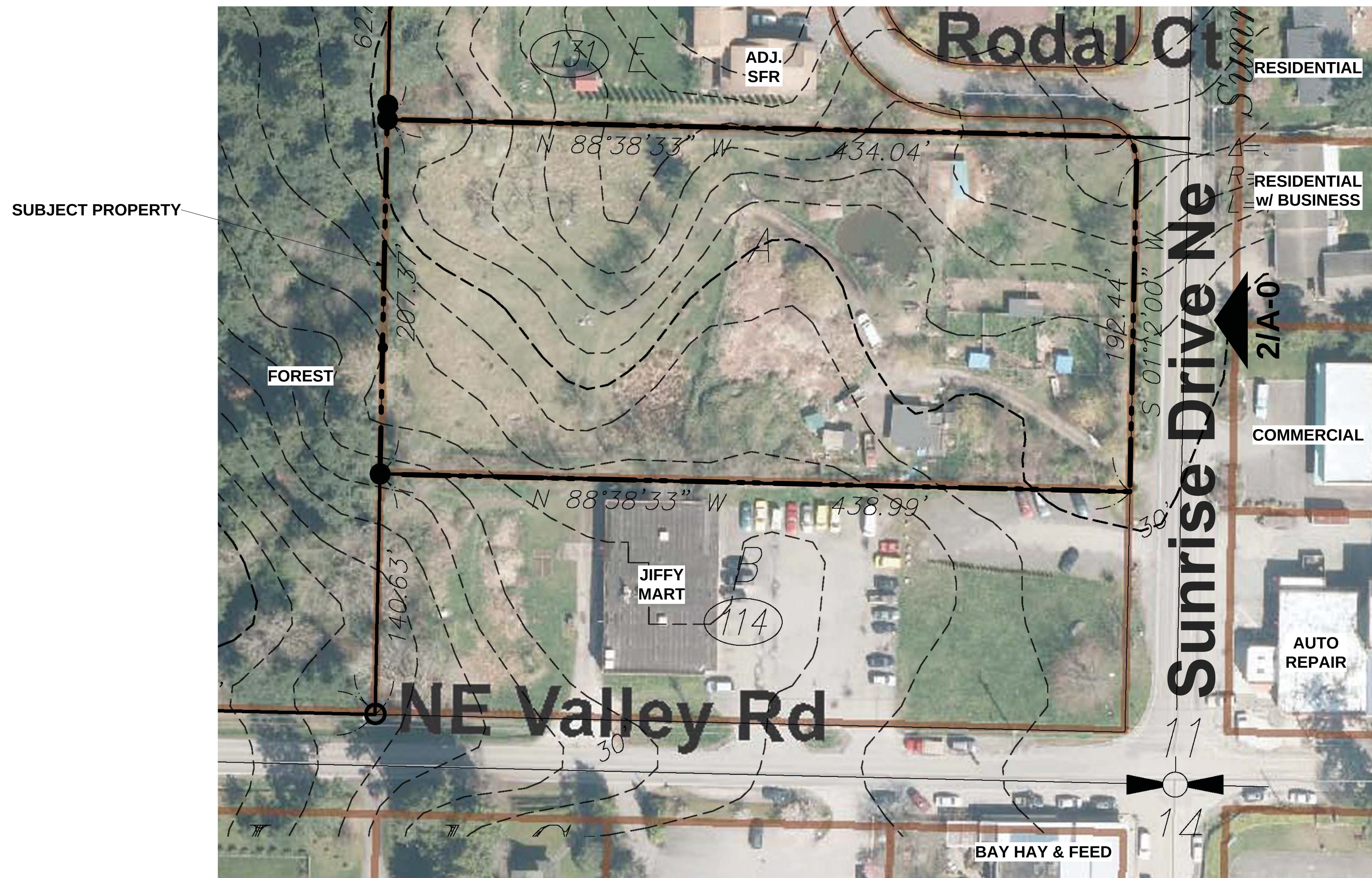
11252E

LOT A CITY OF BAINBRIDGE ISLAND SHORT PLAT NO. BI-43 RECORDED IN VOLUME 13 PAGE 11 OF SHORT PLATS, AUDITOR FILE NO. 9511140244/0245; BEING A PORTION OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER, SECTION 11, TOWNSHIP 25 NORTH, RANGE 2 EAST, W.M., KITSAP COUNTY, WASHINGTON. TOGETHER WITH EASEMENTS AS DEPICTED ON THE SHORT PLAT.>>>EXCEPT THAT PORTION CONVEYED TO THE CITY OF BAINBRIDGE ISLAND FOR RIGHT OF WAY UNDER AUDITOR'S FILE NO. 200304280500, RECORDS OF KITSAP COUNTY, WASHINGTON.

[close this window](#)



2 EXISTING STREETSCAPE VIEW LOOKING WEST FROM SUNRISE DRIVE
NotToScale



1 EXISTING CONTEXT SITE MAP
NotToScale

DATE	REVISIONS

STUDIO HAMLET
ARCHITECTS
Russell Hamlet, AIA
10583 Manhou Park N.E.
Bainbridge Island, WA 98110
206.842.7955
www.studiohamlet.com

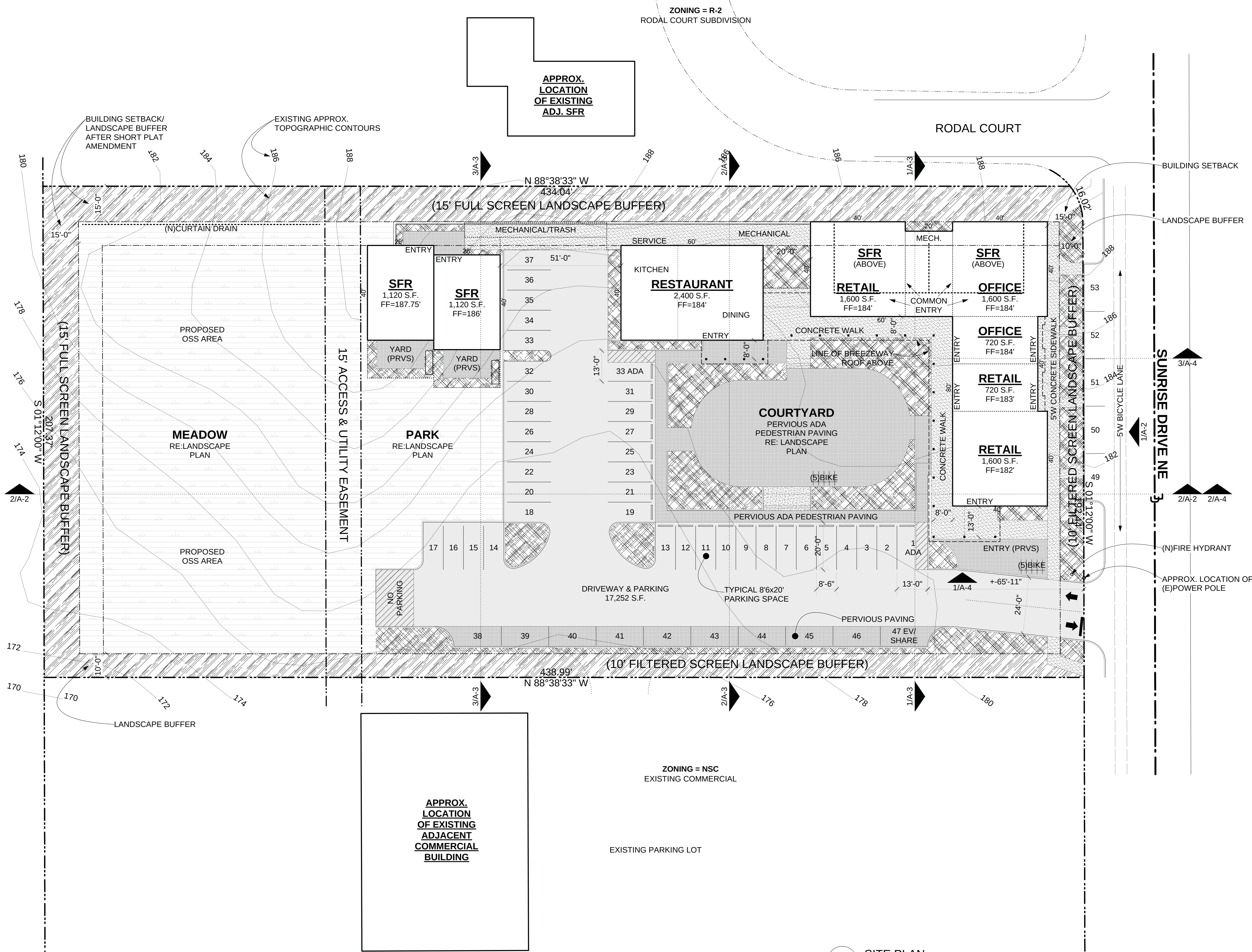
ROLLING BAY PROPERTIES
COLE PROPERTY
Sunrise Drive NE
Bainbridge Island, WA

CONTEXT SITE MAP
&
STREETSCAPE VIEW

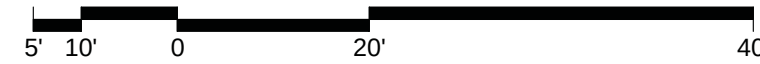
DATE:	MAY 06, 2015
SCALE:	N.T.S.
DRAWN:	BH
JOB #:	#1323
SHEET:	

A-0

FOREST
ZONING = R-2
UNDEVELOPED



1 SITE PLAN
1"=20'



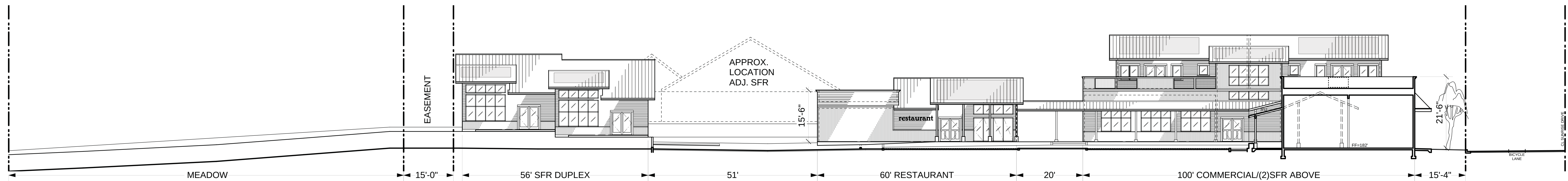
DATE	REVISIONS

STUDIO HAMLET ARCHITECTS
Russell Hamlet, AIA
10583 Manhou Park N.E.
Bainbridge Island, WA 98110
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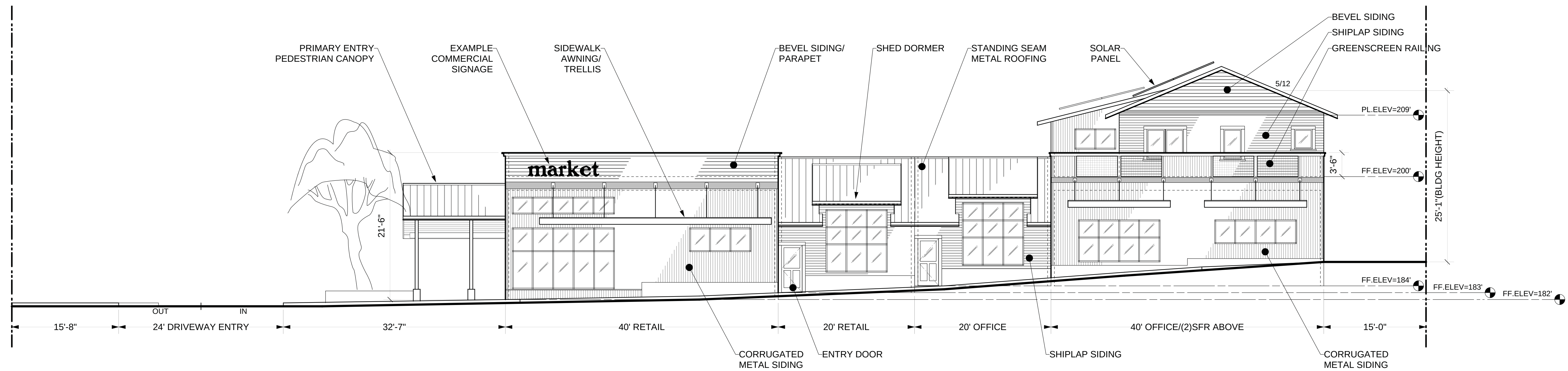
**ROLLING BAY PROPERTIES
COLE PROPERTY**
Sunrise Drive NE
Bainbridge Island, WA

SITE PLAN

DATE:	MAY 06, 2015
SCALE:	1"=20'-0"
DRAWN:	BH
JOB #:	#1323
SHEET:	A-1



2 SITE SECTION LOOKING NORTH
1/16"=1'-0"



1 SUNRISE DRIVE STREET ELEVATION LOOKING WEST
1/8"=1'-0"

DATE	REVISIONS

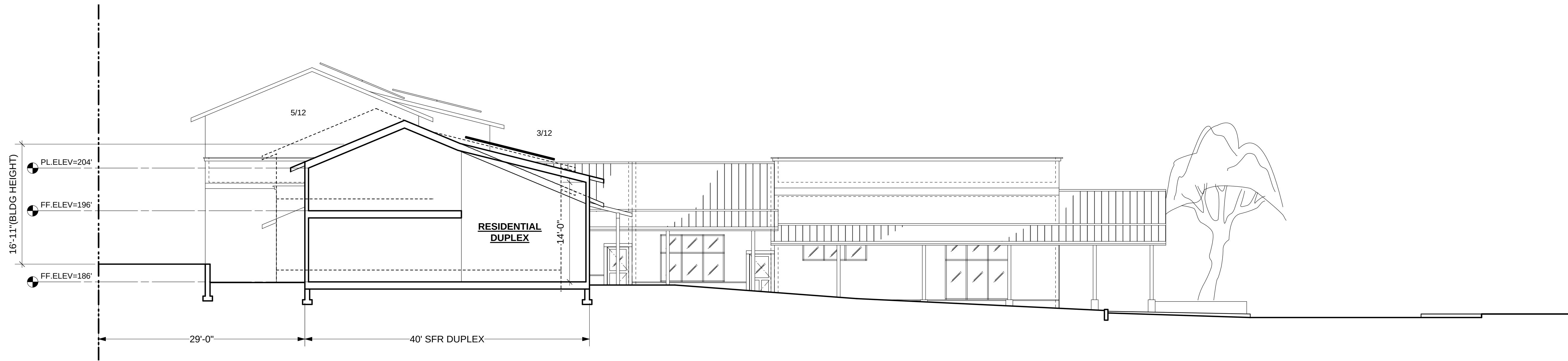
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ARCHITECTS
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10583 Manhou Park N.E.
Bainbridge Island, WA 98110
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ROLLING BAY PROPERTIES
COLE PROPERTY
Sunrise Drive NE
Bainbridge Island, WA

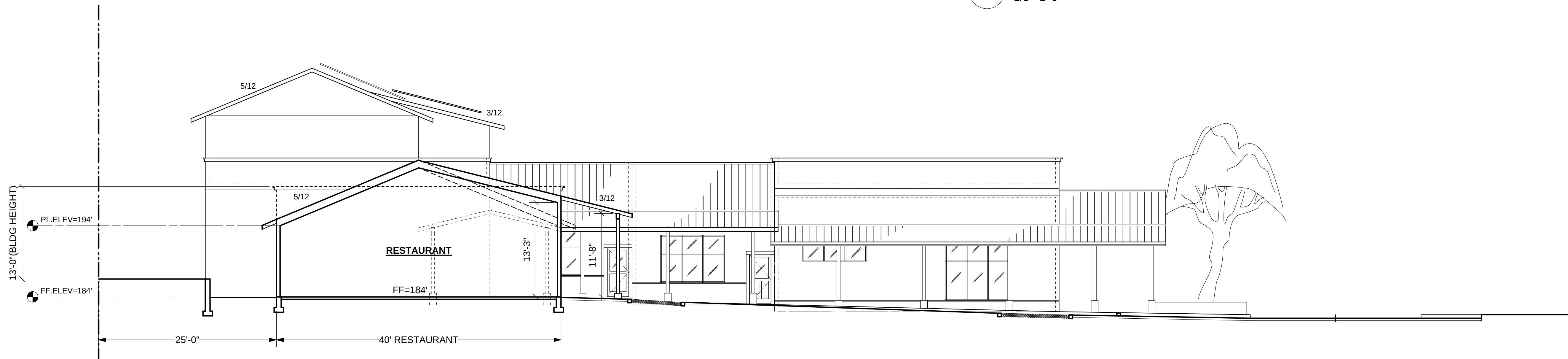
SITE ELEVATIONS
& SECTIONS

DATE:	MAY 06, 2015
SCALE:	1/8"=1'-0"
DRAWN:	BH
JOB #:	#1323
SHEET:	

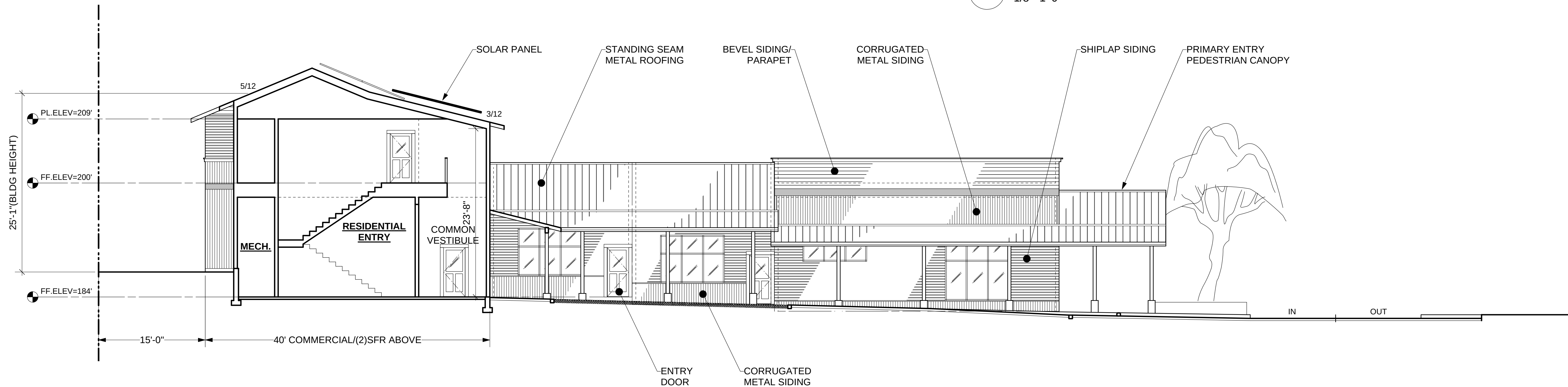
A-2



3 SITE SECTION LOOKING EAST
1/8"=1'-0"



2 SITE SECTION LOOKING EAST
1/8"=1'-0"



1 SITE SECTION LOOKING EAST
1/8"=1'-0"

DATE	REVISIONS

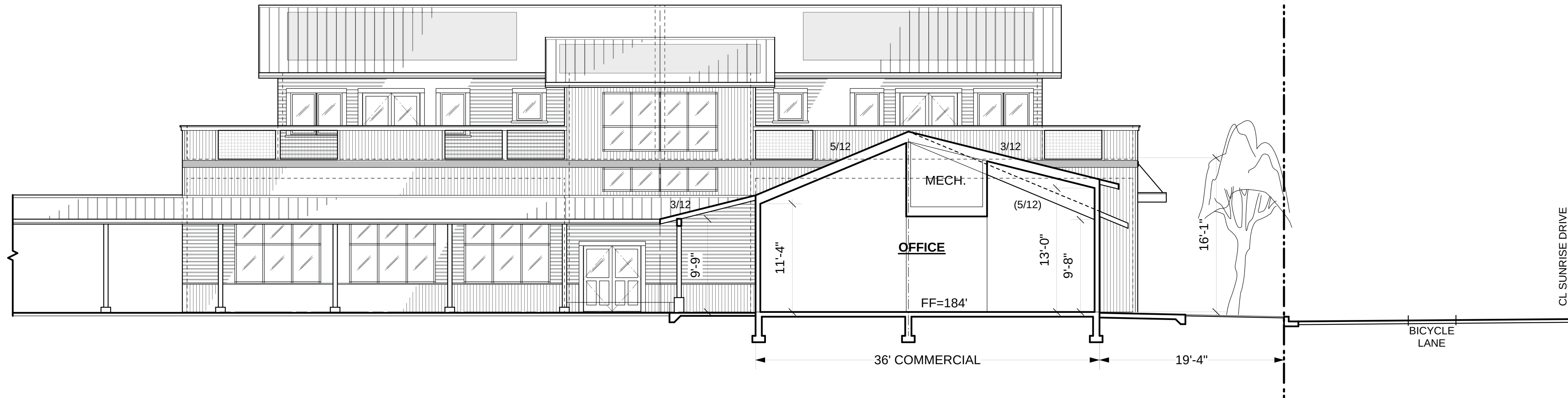
STUDIO HAMLET
ARCHITECTS
Russell Hamlet AIA
10583 Manliou Park N.E.
Bainbridge Island, WA 98110
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ROLLING BAY PROPERTIES
COLE PROPERTY
Sunrise Drive NE
Bainbridge Island, WA

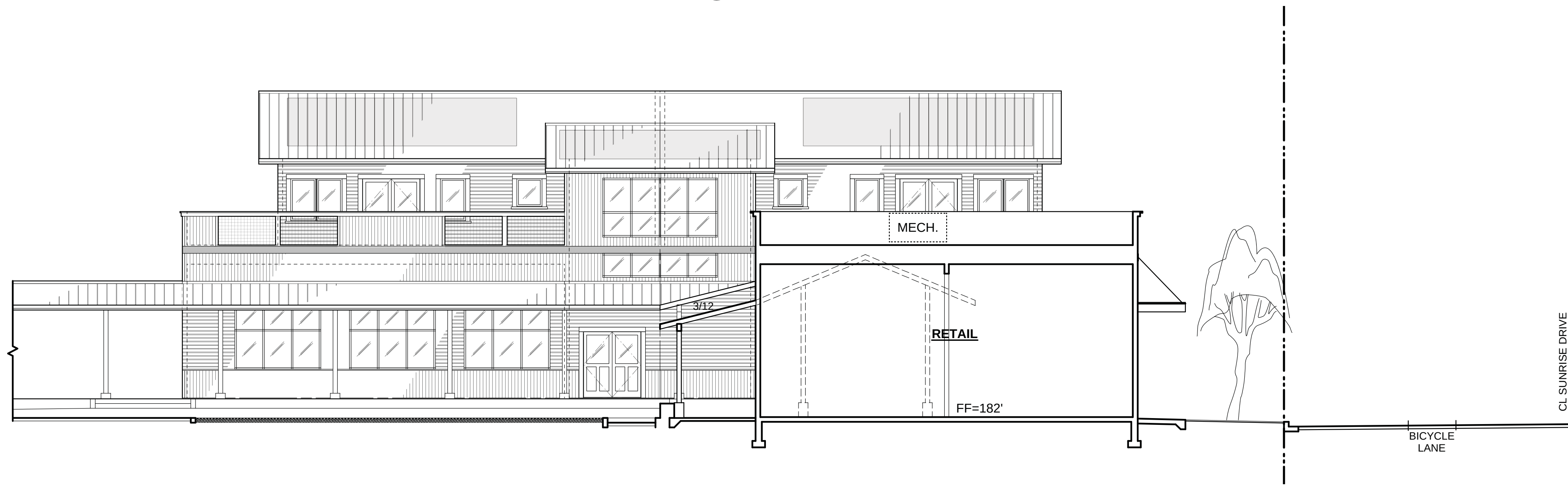
SITE ELEVATIONS
& SECTIONS

DATE:	MAY 06, 2015
SCALE:	1/8"=1'-0"
DRAWN:	BH
JOB #:	#1323
SHEET:	

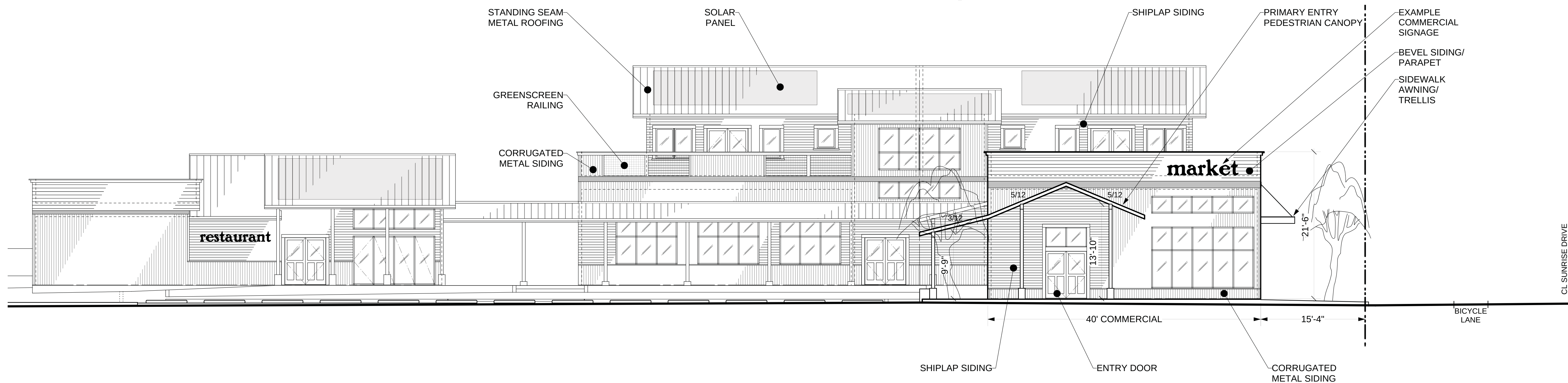
A-3



3 PARTIAL SITE SECTION LOOKING NORTH
1/8"=1'-0"



2 PARTIAL SITE SECTION LOOKING NORTH
1/8"=1'-0"



1 PARTIAL ELEVATION LOOKING NORTH
1/8"=1'-0"

DATE	REVISIONS

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ARCHITECTS
Russell Hamlet AIA
10583 Manliou Park N.E.
Bainbridge Island, WA 98110
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ROLLING BAY PROPERTIES
COLE PROPERTY
Sunrise Drive NE
Bainbridge Island, WA

SITE ELEVATIONS
& SECTIONS

DATE:	MAY 06, 2015
SCALE:	1/16"=1'-0"
DRAWN:	BH
JOB #:	#1323
SHEET:	

A-4



WOOD TRIM/SIDING

METAL ROOFING

CORRUGATED METAL SIDING

CEMENT BOARD SIDING

2

CONCEPTUAL COLOR AND MATERIAL PALETTE

NotToScale



1

SUNRISE DRIVE STREET ELEVATION RENDERING LOOKING WEST

NotToScale

DATE	REVISIONS

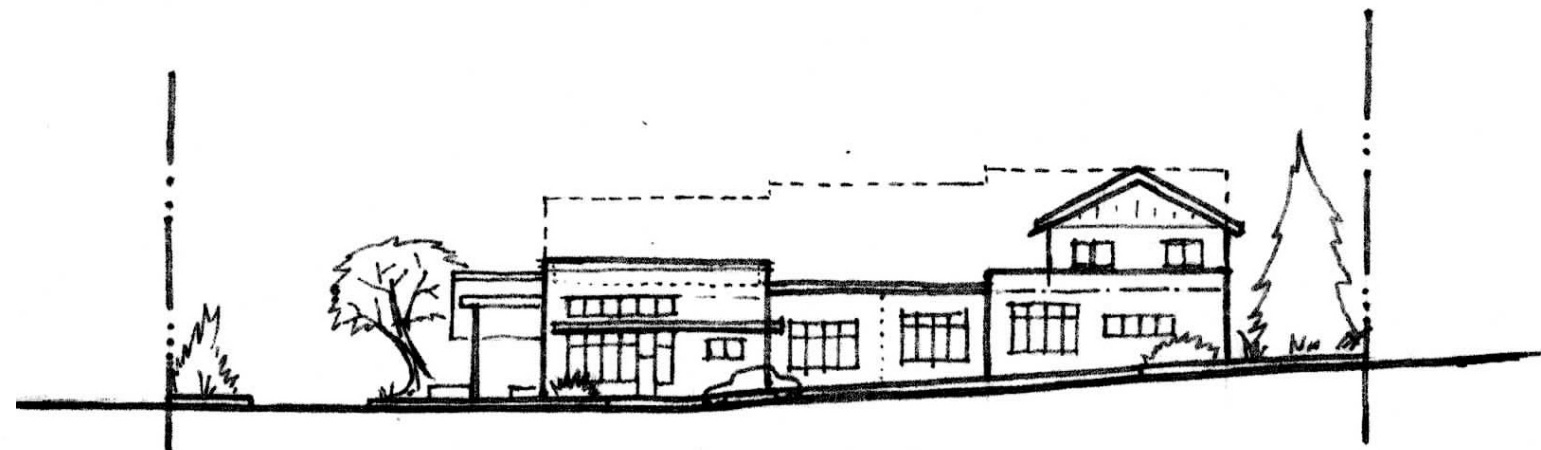
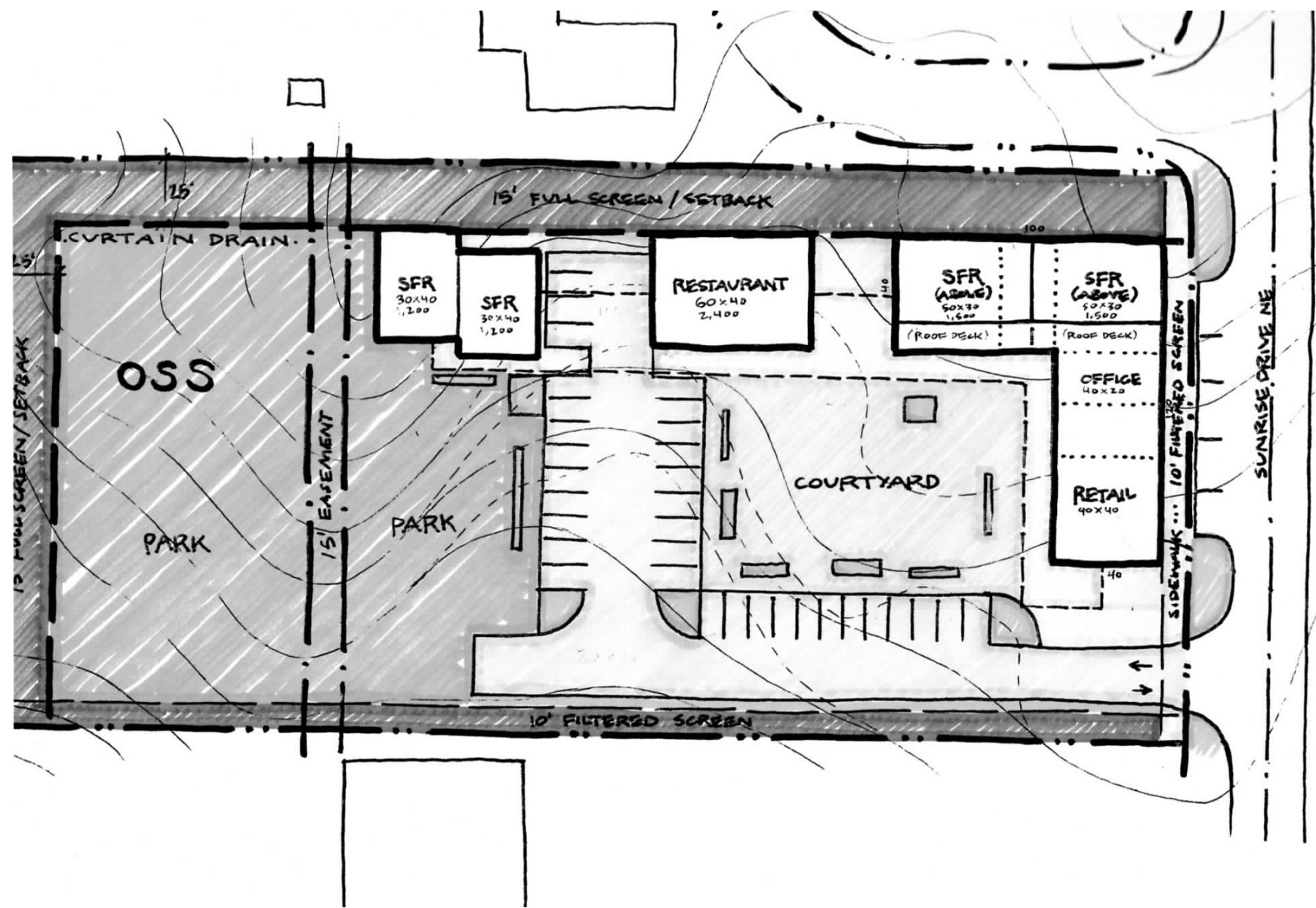
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ARCHITECTS
Russell Hamlet, AIA
10583 Manhou Park N.E.
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206.842.7355
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ROLLING BAY PROPERTIES
COLE PROPERTY
Sunrise Drive NE
Bainbridge Island, WA

STREET ELEVATION
RENDERING & COLOR/
MATERIAL PALETTE

DATE:	MAY 06, 2015
SCALE:	N.T.S.
DRAWN:	BH
JOB #:	#1323
SHEET:	

A-5



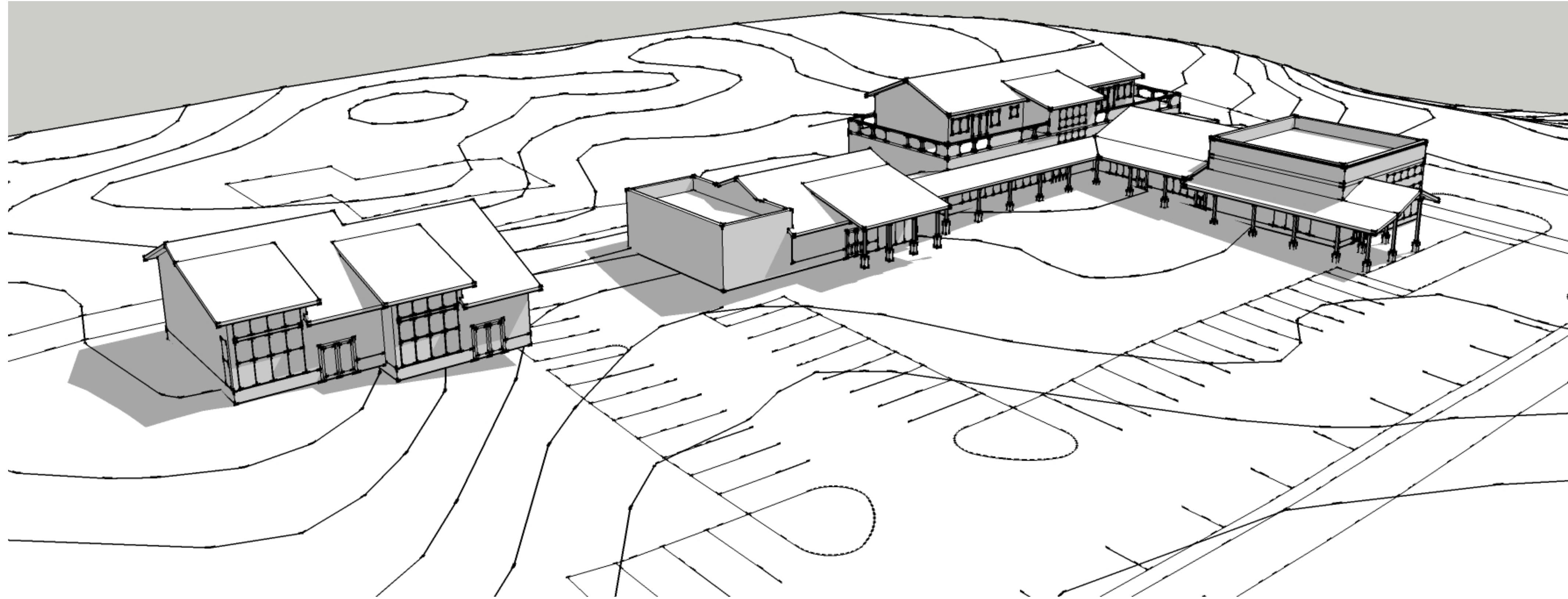
DATE:	REVISIONS

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ARCHITECTS
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10583 Manliou Park N.E.
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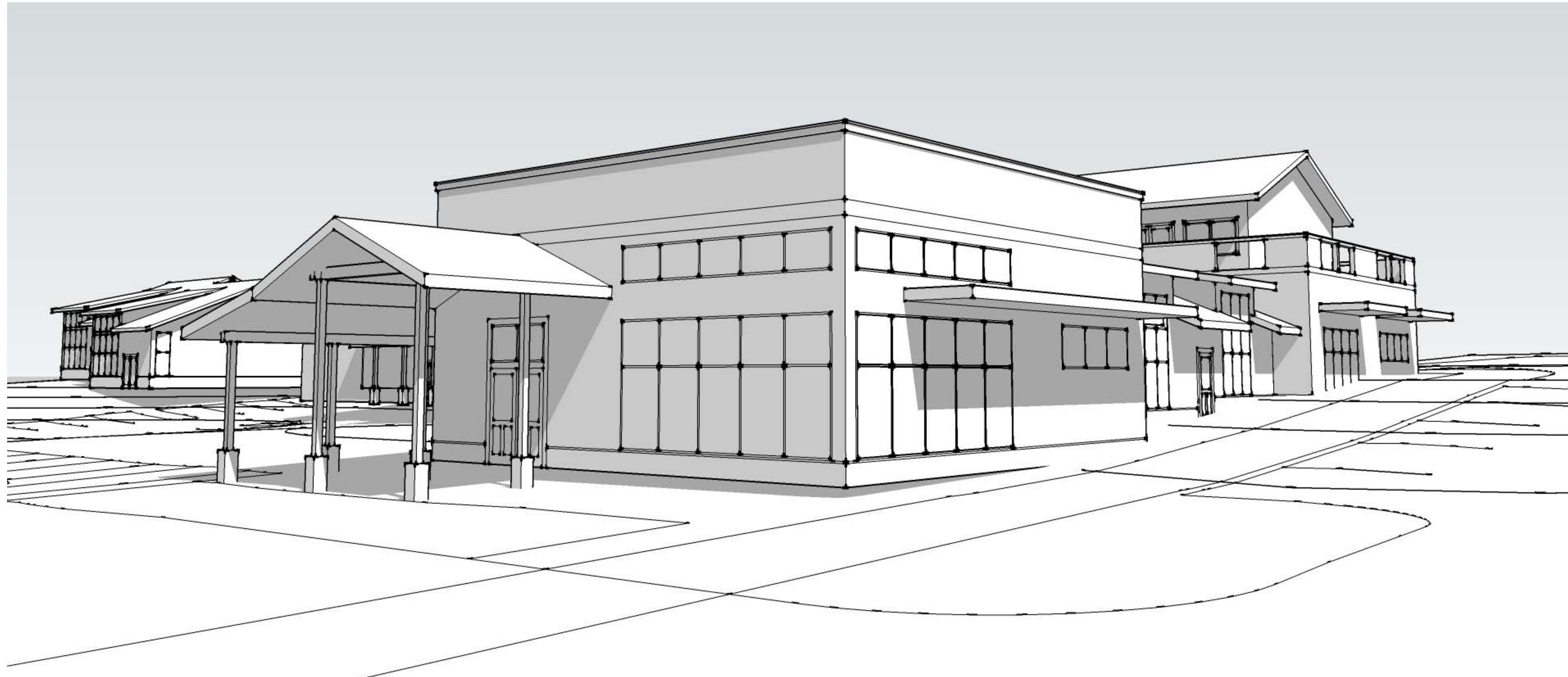
ROLLING BAY PROPERTIES
COLE PROPERTY
Sunrise Drive NE
Bainbridge Island, WA

PROJECT INSPIRATION &
CHARACTER IMAGERY

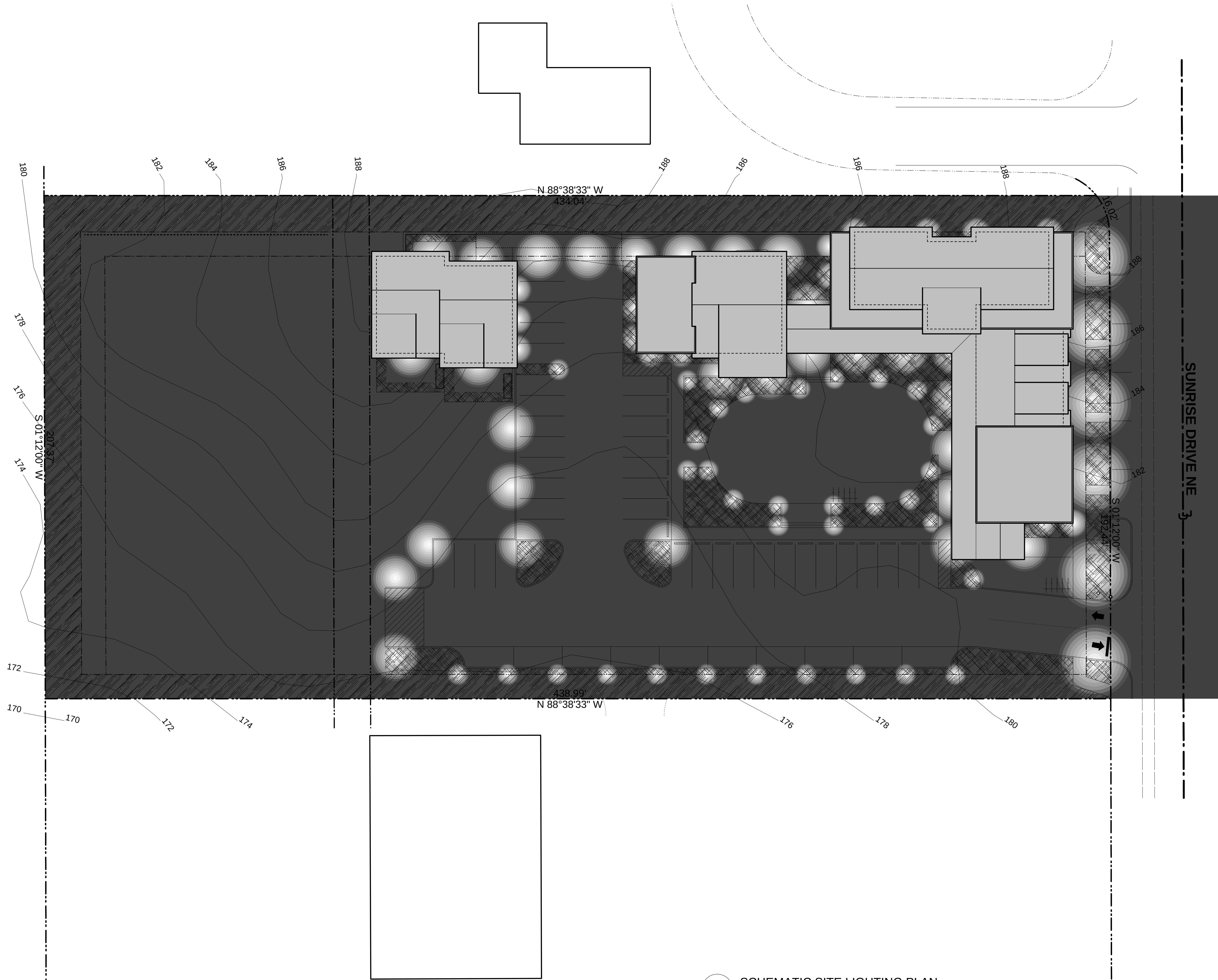
DATE:	MAY 06, 2015
SCALE:	N.T.S.
DRAWN:	BH
JOB #:	#1323
SHEET:	



2 SCHEMATIC BIRDS-EYE PERSPECTIVE LOOKING NORTHEAST
NotToScale



1 SCHEMATIC EYE-LEVEL PERSPECTIVE LOOKING NORTHWEST
NotToScale



1 SCHEMATIC SITE LIGHTING PLAN
1"=20'

DATE	REVISIONS

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ARCHITECTS
Russell Hamlet AIA
10583 Manliou Park N.E.
Bainbridge Island, WA 98110
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ROLLING BAY PROPERTIES
COLE PROPERTY
Sunrise Drive NE
Bainbridge Island, WA

SCHEMATIC
SITE LIGHTING PLAN

DATE:	MAY 06, 2015
SCALE:	1"=20'-0"
DRAWN:	BH
JOB #:	#1323
SHEET:	

Plant List

Symbol	Quan.	Botanical Name/ Common Name/ Size	Mature Ht.	Native (N) Drought Tol. (DT)
Deciduous Trees:				
AA	4	Amerlanchier g. 'Autumn Brilliance'/ Autumn Brilliance Serviceberry/ 2" cal.	20' ht.	near native
AC	10	Acer circinatum/ Vine Maple/ 8' ht. multi-stem	15' ht.	N
AG	3	Acer griseum/ Paperbark Maple/ 2" cal.	25' ht.	DT
AR	10	Acer rubrum 'Redpoint'/ Redpoint Maple/ 2" cal.	40' ht.	DT
CA	3	Cercis canadensis 'Ace of Hearts'/ Ace of Hearts Redbud/ 5' ht. multi-stem	12' ht.	DT
CC	3	Cercis canadensis/ Eastern Redbud/ 2" cal.	25' ht.	DT
CK	2	Cornus kousa 'Chinensis'/ Chinese Dogwood/ 2" cal.	20' ht.	DT
KP	3	Koeleruteria paniculata/ Goldenrain Tree/ 2" cal.	30' ht.	DT
M	7	Malus/ Semi-dwarf Apple Varieties/ 1 1/2" cal.	20' ht.	DT
MS	6	Malus 'Sugar Tyme'/ Sugar Tyme Crabapple/ 1 3/4" cal.	18' ht.	DT
PC	4	Pyrus calleryana 'Cleveland Select'/ Cleveland Select Ornamental Pear/ 2" cal.	40' ht.	DT
SP	4	Stewartia pseudocamellia/ Japanese Stewartia/ 2" cal.	40' ht.	DT
Evergreen Trees:				
AU	48	Arbutus unedo 'Compacta'/ Compact Strawberry Tree/ 4' ht.	12' ht.	DT
CD	7	Calocedrus decurrens/ Incense Cedar/ 6'-7' ht.	40' ht.	N
PI	4	Pinus contorta 'Contorta'/ Shore Pine/ 6'-7' ht.	45' ht.	N
TE	20	Thuja plicata 'Excelsa'/ Excelsa Cedar/ 5'-6' ht.	35' ht.	near native
TV	12	Thuja plicata 'Virescens'/ Virescens Cedar/ 5'-6' ht.	20' ht.	near native
Deciduous Shrubs:				
CG	2	Cotinus coggygia 'Golden Spirit'/ Golden Spirit Smoke Bush/ 3'-4' ht.	8' ht.	DT
RR	22	Rosa rugosa/ Ramanas Rose/ 5 gallon	4' ht.	near native
RS	6	Ribes sanguineum/ Red Flowering Currant/ 5 gallon	8' ht.	N
SA	71	Symphoricarpos albus/ Common Snowberry/ 2 gallon	4' ht.	N
SP	11	Salix purpurea 'Nana'/ Dwarf Arctic Willow/ 5 gallon	5' ht.	near native
VC	50	Vaccinium corymbosum/ Blueberry/ 5 gallon	4'-6' ht.	N
Evergreen Shrubs:				
BW	42	Buxus m.j. 'Winter Gem'/ Winter Gem Boxwood/ 5 gallon	3' ht.	DT
CT	33	Choisya ternata/ Mexican Orange/ 5 gallon	4' ht.	DT
CV	11	Ceanothus thyrsiflorus 'Victoria'/ Victoria Wild Lilac/ 5 gallon	6' ht.	DT
JS	37	Juniperus 'Skyrocket'/ Skyrocket Juniper/ 5'- 6' ht.	12' ht.	DT
MA	78	Mahonia aquifolium/ Oregon Grape/ 5 gallon	5' ht.	N
VO	25	Vaccinium ovatum/ Evergreen Huckleberry/ 2 gallon	6' ht.	N
Groundcover:				
AR		Ajuga reptans/ Carpetbugle/ 4" pot	6" ht.	DT
GS		Gaultheria shallon/ Salal/ 1 gal. Polystichum munitum/ Sword Fern/ 1 gal. 3" ht.	3' ht. N	N
MR		Mahonia repens/ Cr. Oregon Grape/ 1 gal. 2" ht. Arctostaphylos uva-ursi/ Kinikinnick/ 1 gal 6" ht.	N N	N

Low Shrubs/Perennials/Grasses/Groundcover:

Hebe glaucophylla	DT
Nandina 'Moon Bay'/ Moon Bay Heavenly Bamboo	DT
Berberis thunbergii 'Crimson Pygmy'/ Crimson Pygmy Barberry	DT
Pinus mugo 'Pumilo'/ Dwarf Mugo Pine	DT
Potentilla fruticosa/ Shrubby Cinquefoil	DT
Spiraea 'White Gold'	DT
Miscanthus sinensis 'Adagio'/ Dwarf Maiden Grass	DT
Rudbeckia 'Goldsturm'/ Black-Eyed Susan	DT
Salvia nemerosa 'May Night'/ May Night Salvia	DT
Nepeta 'Walkers Low'/ Walker's Low Catmint	DT
Achillea 'Moonshine'/ Moonshine Yarrow	DT
Echinacea purpurea/ Purple Cone Flower	DT
Sedum 'Angellina'/ Angellina Stonecrop	DT
Helianthemum 'Henfield Brilliant'/ Sunrose	DT

Low Shrubs/ Grasses/ Groundcover:

Lonicera pileata/ Boxleaf Honeysuckle	DT
Spiraea 'Magic Carpet'	DT
Hakoneochloa macra 'Aureola'/ Japanese Forest Grass	DT
Ajuga reptans/ Carpetbugle	DT
Cotoneaster dammeri/ Bearberry	DT

Grasses:

Ophiopogon japonicus 'Nanus'/ Dwarf Mondo Grass	DT
Carex oshimensis 'Everest'/ Everest Sedge	DT

Shrubs/ Grasses/ Perennials:

Pinus mugo 'Pumilo'/ Dwarf Mugo Pine	DT
Nandina d. 'Moon Bay'/Moon Bay Heavenly Bamboo	DT
Spiraea J. 'Magic Carpet'/ Magic Carpet Spiraea	DT
Nepeta 'Walker's Low'/ Walker's Low Catmint	DT

Rain Garden Grasses/ Perennials:

Juncus effusus 'Quart Creek'/ Quartz Creek Rush	near native
Carex oshimensis/ Slough Sedge	N
Molina caerulea 'Skyracer'/Tail Purple Moor Grass	N
Polystichum munitum/ Sword Fern	N
Iris versicolor/ Blueflag	N

Upright Shrubs:

Nandina d. 'Gulf Stream'/ Gulf Stream Heavenly Bamboo	DT
Euonymus 'Greenspire'	DT
Calamagrostis a. 'Karl Forester'/ Feather Reed Grass	DT

Culinary Herbs:

Rosemary, Lavender, Sage, Thyme, Marjoram, Oregano, Parsley	DT
---	----

Low Shrubs/ Perennials/ Groundcover:

Nandina d. 'Moon Bay'/ Moon Bay Heavenly Bamboo	DT
Spiraea J. 'Magic Carpet'/ Magic Carpet Spiraea	DT
Hemerocallis 'Stella D'Oro'/ Stella D'Oro Daylily	DT
Lithodora diffusa	DT

Groundcover:

Epilobium 'Frohneiten'	DT
Helleborus orientalis/ Lenten Rose	DT



Tree Retention:

The site is largely cleared with some ornamental trees and fruit trees. Two willows at the site shall be retained and protected.

Screening Requirements:

Full Screen Landscape Buffer on North Side

Required: 19 Trees (70% Evergreen)
76 Evergreen Shrubs
Groundcover
Provided: 23 Evergreen Trees and 11 Deciduous Trees (34 Total)
73 Evergreen Shrubs
Evergreen Groundcover

Full Screen Landscape Buffer on West Side:

Required: 10 Trees (70% Evergreen)
41 Evergreen Shrubs
Evergreen Groundcover
Provided: 7 Evergreen Trees and 3 Deciduous Trees (10 Total)
49 Evergreen Shrubs
Evergreen Groundcover

Filtered Screen Landscape Buffer on South Side:

Required: 9 Deciduous Trees
Shrubs at 3' spacing
Groundcover
Provided: 10 Deciduous Trees and 12 Evergreen Trees
Evergreen Shrubs
Groundcover

Note: Because the adjacent land use is the side of a commercial building and a parking lot, more evergreen screening trees and larger screening shrubs were used.

Filtered Screen Landscape Buffer on East Side:

Required: 6 Deciduous Trees
Shrubs at 3' spacing
Groundcover
Provided: 7 Deciduous Trees
Shrubs at 3' spacing
Groundcover

Parking Lot Landscaping:

Required: 6 Deciduous Trees (1 tree per 8 parking stalls)
Evergreen Groundcover
Provided: 11 Deciduous Trees
Evergreen Groundcover

Total Site Tree Unit Requirements:

Required: 80 Tree Units (40 per acre x 2 acres)
Provided: 91.9 Tree Units
(29 trees over 40' @ 1 unit ea., 121 trees under 40' @ .5 units ea.
2 existing trees @ 1.2 units ea. = 91.9 units total)

LANDSCAPE PLAN

1"=20'



DATE	REVISIONS

CATHERINE MICAUD
LANDSCAPE
ARCHITECTURE
7361 Island Cnt. Rd. N.E.
Bainbridge Island, WA 98110
206-842-4668

STUDIO HAMLET
ARCHITECTS
Russell Hamlet AIA
10833 Montauk Ave. N.E.
Bainbridge Island, WA 98110
206-842-7355
www.studiohamlet.com

ROLLING BAY PROPERTIES
COLE PROPERTY
Sunrise Drive NE
Bainbridge Island, WA

LANDSCAPE PLAN

DATE	MAY, 2015
SCALE	1"=20'-0"
DRAWN	CM
SHEET	#1323

L-1



Proposal for Work Services

8250 - 165th Avenue NE
Suite 100
Redmond, WA 98052-6628
T 425-883-4134
F 425-867-0898
www.tsinw.com

April 1, 2015

Janelle Hitch, P.E.
Development Engineer
City of Bainbridge Island
Planning & Community Development
280 Madison Avenue N
Bainbridge Island, WA 98110

Subject: Traffic Impact Analysis; Rolling Bay Land Company
Cole Property (PLN50184)
Bainbridge Island, Washington

Dear Ms. Hitch,

We are pleased to submit this proposal for preparation of a traffic impact analysis for the development of the Cole Property. The development property is located off of Sunrise Drive NE on tax parcel 1125023-113-200. The site is vacant and site access is proposed off of Sunrise Drive NE. The development includes:

- 2,400 sq. ft. restaurant;
- 2 attached single-family resident units (townhouse units);
- A multiuse building with 3,200 sq. ft. of office space, 3,200 sq. ft. of retail space, and 2 attached single-family resident units (townhouse units) surrounding a courtyard;
- A private park; and
- 36 onsite parking stalls.

A traffic impact analysis is required per BIMC 15.32.030 for the City to conduct a transportation concurrency as part of the development permit application.

Preliminary analysis suggests the site would generate approximately 390 weekday daily trips, 20 AM peak hour trips and 30 PM peak hour trips. These forecasts will be refined for the formal traffic analysis.

The following includes an outline of anticipated work tasks, a cost estimate and projected schedule.

Anticipated Work Tasks

The following outlines the anticipated primary work tasks:

1. Review the proposed development plan.
2. Finalized the weekday daily and AM and PM peak hour trip generation and distribute peak hour trips to the local road network.
3. Review a study area with City staff. At minimum the study area will include the intersection of NE Valley Road at Sunrise Drive NE and the site access off of Sunrise Drive NE. Additional

intersections impacted by five (5) or more peak hour trips will also be included within analysis' study area.

4. As required, collect AM peak hour turning movement volumes.
5. Obtain all relevant background traffic information on nearby development activity, local public and private transportation facility improvements, and a collision history, as needed, from City staff or other recommended sources.
6. Develop a baseline traffic model for existing conditions.
7. Forecast future year 2016 and year 2030 traffic conditions.
8. Compute study intersection level of service.
9. Recommend mitigation strategies, as needed, to address motorized and non-motorized impacts.
10. Summarize findings into a traffic impact analysis report for submittal to the City.

Cost Estimate

Based on the anticipated work tasks outlined above, we estimate the cost of preparing a traffic impact analysis to be \$3,500, provided there is not a need to collect and evaluate AM peak hour traffic impacts. Please allow up to an additional \$1,000 if the AM peak hour analysis will be required.

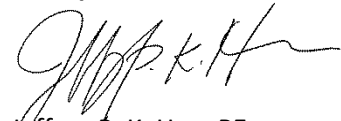
Any changes to the site plan or requests for meetings or additional work will initiate a budget amendment and require your written authorization to proceed.

Projected Schedule

Based on our current work schedules, we anticipate that a traffic impact analysis report can be completed within 12 work days after authorization to proceed.

Thank you and we look forward to working with you,

Transportation Solutions, Inc.



Jeffrey P. K. Hee, PE
Project Engineer

Design Review Board Design Guideline Checklist

Commercial and Mixed-Use Design Guidelines for All Zoning Districts– BIMC 18.18.030



“Pre-App” Meeting Checklist



“Post-App” Meeting Checklist

Project Name/Case #: Sunrise Market at Rolling Bay / PLN50184 PRE

Vision Statement: This proposal represents an opportunity for Rolling Bay Land Company to complete another environmentally significant project in our community. With its core mission of preserving land and creating projects that put our environment at the forefront of development, Rolling Bay Land Company's vision for this project is to construct a demonstration model that helps shift our paradigm of what is possible for development. Moving beyond the idea of doing less harm, we aspire to complete a project that has a net positive benefit to the environment and to our community.

In addition to the neighborhood considered aspects of a gathering space, local services, walkability, and sustainable landscaping, this project will try to achieve a high environmental goal. Through the requirements of the *Living Building Challenge* program, we will seek certification. We will focus on energy conservation, onsite energy production, water conservation and onsite reuse of storm water and wastewater to attempt reaching net-zero for energy use and net-zero for water use on this project.

Project Description: This project aims to sensitively develop a commercially zoned, 2.09 acres "Neighborhood Service Center" property in the heart of the Rolling Bay neighborhood, near the intersection of Sunrise and Valley (just north of the "Jiffy Mart" property). The proposal is for three buildings and associated site features including mixed uses of retail, office space, a restaurant, and four residential units. The buildings are sited to create an internal landscaped courtyard that will provide an outdoor gathering place open to the public, and has public circulation through the site. There are plans for a park and meadow spaces for public enjoyment and open space. The intention is to develop the site and architecture to fit the Rolling Bay economic and neighborhood scale, and provide a modest amount of new commercial space consistent with the principles of the "NSC" zoning, and for the local demand in Rolling Bay. By developing this property in this way, it should become a real asset for the community.

Design Review Board Design Guideline Checklist
Commercial and Mixed-Use Design Guidelines for All Zoning Districts– BIMC 18.18.030

Applicable Design Guidelines				
Design Guideline	Intent	Description	Applicant Response	DRB Action (Y/N)
1.	To develop variation in façade treatment to provide visual interest.	Vary building materials or patterns to produce variations in texture.	Visual interest is achieved by using a ‘palette of materials’ in a restrained manner (to avoid being overly busy). These materials are primarily corrugated metal, shiplap cement board, recycled wood trim, and reclaimed timber (where practical). Colors of standing seam metal roofing, and siding will be carefully chosen to complement the existing neighborhood.	
2.	To modulate the scale of building masses.	Building elevations shall be vertically modulated in no more than 20’ increments or horizontally in no more than 30’ increments. Modulation is defined as a change in plane or articulation (such as bands, cornices, setbacks or changes in material).	The building masses will be modulated with changes in plane and materials to achieve a compatible scale with the neighborhood.	
Applicable Design Guidelines				
Design Guideline	Intent	Description	Applicant Response	DRB Action (Y/N)
3.	To limit the visual impact of blank walls and facades and better assure aesthetic appeal.	Blank walls shall not be visible to public spaces. Blank facades should otherwise be limited to the back of buildings or where required by the building code. Treatments to alleviate blank walls shall be similar in materials to facades normally in view of the public.	Blank walls in the architecture will be avoided. In addition, a 15’ wide landscape buffer will be utilized between the ‘back side’ of the commercial buildings, and the Rodal Court residential neighborhood.	

Design Review Board Design Guideline Checklist
Commercial and Mixed-Use Design Guidelines for All Zoning Districts– BIMC 18.18.030

4.	To establish visually prominent ground floor facades.	The first floor of multi-storied buildings should be taller than upper floors . Minimum ceiling height should be at least 10' to allow transom or larger display windows. Other elements such as transom windows, canopies, cornices, and prominent entries are encouraged. First floor uses shall be pedestrian oriented and include substantial shop windows. Display windows on the first floor of retail and commercial buildings should be the predominant surface of the first floor.	Minimum ceiling heights will be 10'- 0" and the use of tall and large windows used in public areas of the buildings will provide light and visual openness.	
5.	To maintain pedestrian scale along facades facing public ways.	Facades facing public ways shall incorporate setbacks or articulation that establishes a pattern of bays or window openings. Facades shall include features such as display windows, columns or bays, recessed entries or canopies or other recesses. The use of a variety of materials at the sidewalk level is encouraged. Multiple building entrances are encouraged.	The architecture is modulated with fenestration, massing undulation, material variation, overhangs, trellises and canopies to reinforce and relate to the pedestrian scale and spaces.	
Applicable Design Guidelines				
Design Guideline	Intent	Description	Applicant Response	DRB Action (Y/N)
6.	To maintain the pedestrian activities by encouraging continuous frontages along	Where parking fronts onto a public street, the maximum separation between buildings shall be 80 feet. Greater separations are permitted if landscape setbacks are increased or other design features such as low walls, trellises and public spaces are created along the street	This separation will be less than 80 feet. Landscape elements including planters, trellises, low walls, benches, and canopies will be used.	

Design Review Board Design Guideline Checklist
Commercial and Mixed-Use Design Guidelines for All Zoning Districts– BIMC 18.18.030

	sidewalks.	frontage.		
7.	To reduce overall scale of the building into multiple building masses.	Facades over 128' in length shall be separated by pedestrian passage or open space. Passages should be at least 12' wide and two stories in height if covered. Façade setback should be expressed at the roof line by changes in plane. Passage should connect to public open space.	There are no facades over 128' in length.	
8.	To encourage the creation of public outdoor spaces.	Building setbacks may be increased for the creation of public outdoor seating areas. Entry alcoves and small outdoor spaces may be located between the building and the sidewalk.	There are several significant outdoor spaces created by this project: A large public courtyard; a covered outdoor dining area that is specific to the restaurant space; a smaller formal park-like area adjacent to the SFR duplex, and a large sustainable public meadow that is situated at the west of the property. NOTE: If room allows will be planted with organic apple trees and blueberries, that will be free to the community to enjoy and to harvest.	
9.	To soften the impact of the built environment.	Encourage public pedestrian passageways and vegetation between buildings.	Buildings are situated near perimeter and spaced apart for open areas and softening between buildings. An extensive landscape architecture plan has been developed. (See plan).	
10.	To encourage compatibility of development with both community and neighborhood characteristics.	Building designs should respond to nearby buildings that meet the upgraded design standards by using shared elements, materials or massing.	The forms, massing and proportions of the historic Bay Hay and Feed store complex is an inspiration for the architectural language of this project, and is and is echoed on the south east corner of the <i>Sunrise Market</i> main building.	

Design Review Board Design Guideline Checklist
Commercial and Mixed-Use Design Guidelines for All Zoning Districts– BIMC 18.18.030

Applicable Design Guidelines				
Design Guideline	Design Guideline	Design Guideline	Design Guideline	Design Guideline
11.	To minimize the intrusiveness of commercial signage.	Signage, corporate colors and other icons of the business may not dominate the exterior of the building. including canopies and separate outdoor structures covering activities associated with the business. Color should be used to express changes in detail or material but exterior building or structure colors may not be used as signs, or the extension of signs. When businesses are sold or tenants are changed, any sign modification shall trigger this requirement.	Commercial signage will not dominate the exterior of the buildings. It will compliment and integrate with the exterior aesthetic. Locally inspired signage to be incorporated into project. See photos.	
12.	To improve the pedestrian environment around buildings and minimize curb cuts.	Where a drive through facility is allowed, drive throughs must be in conjunction with a parking lot that serves the same business, must be to the side or rear of the building and should not be visible from public streets. Drive throughs should consist of no more than a single vehicle lane.	The majority of parking will be internal. A sidewalk with pedestrian amenities is part of the project. There is only one curb cut. A welcoming pedestrian entry is provided. This entry is located near the main street intersection and pedestrian core/circulation.	
13.	To provide pedestrian access to buildings.	Provide multiple entrances along streets. Pedestrian passageways are encouraged.	The project will incorporate multiple entrances along the street, in addition to the primary entrance.	
14.	To provide weather protection for pedestrians.	Recessed entries and/or overhead weather protection above the sidewalk entrances shall be used.	Covered walkways and canopies have been incorporated into the design of <i>Sunrise Market</i> for rain protection and summer sun protection.	
15.	To maintain smaller scale commercial buildings.	Buildings in excess of a 10,000 square foot footprint should be visually split into two or more distinct elements.	There are no buildings in excess of 10,000 square feet.	

Design Review Board Design Guideline Checklist
Commercial and Mixed-Use Design Guidelines for All Zoning Districts– BIMC 18.18.030

Applicable Design Guidelines				
Design Guideline	Design Guideline	Design Guideline	Design Guideline	Design Guideline
16.	To reduce the visual impact of parking areas.	Create small parking clusters connected by vegetated landscaping and pedestrian walkways. Internal streets that connect or serve parking areas shall be designed as streets with sidewalks, planters and pedestrian scale lighting.	The internal parking lot is broken up into two zones with significant landscaping areas and pedestrian walkways that take visual dominance.	

**Guidelines Requiring
Action per DRB:**

**DRB Summary Motion
on Actions:**

Design Review Board Design Guideline Checklist

Rolling Bay Design Guidelines– BIMC 18.18.030



“Pre-App” Meeting Checklist



“Post-App” Meeting Checklist

Project Name/Case #: Sunrise Market at Rolling Bay / PLN50184 PRE

Vision Statement: This proposal represents an opportunity for Rolling Bay Land Company to complete another environmentally significant project in our community. With its core mission of preserving land and creating projects that put our environment at the forefront of development, Rolling Bay Land Company's vision for this project is to construct a demonstration model that helps shift our paradigm of what is possible for development. Moving beyond the idea of doing less harm, we aspire to complete a project that has a net positive benefit to the environment and to our community.

In addition to the neighborhood considered aspects of a gathering space, local services, walkability, and sustainable landscaping, this project will try to achieve a high environmental goal. Through the requirements of the *Living Building Challenge* program, we will seek certification. We will focus on energy conservation, onsite energy production, water conservation and onsite reuse of storm water and wastewater to attempt reaching net-zero for energy use and net-zero for water use on this project.

Project Description: This project aims to sensitively develop a commercially zoned, 2.09 acres "Neighborhood Service Center" property in the heart of the Rolling Bay neighborhood, near the intersection of Sunrise and Valley (just north of the "Jiffy Mart" property). The proposal is for three buildings and associated site features including mixed uses of retail, office space, a restaurant, and four residential units. The buildings are sited to create an internal landscaped courtyard that will provide an outdoor gathering place open to the public, and has public circulation through the site. There are plans for a park and meadow spaces for public enjoyment and open space. The intention is to develop the site and architecture to fit the Rolling Bay economic and neighborhood scale, and provide a modest amount of new commercial space consistent with the principles of the "NSC" zoning, and for the local demand in Rolling Bay. By developing this property in this way, it should become a real asset for the community.

Design Review Board Design Guideline Checklist
Rolling Bay Design Guidelines– BIMC 18.18.030

Applicable Design Guidelines				
Design Guideline	Intent	Description	Applicant Response	DRB Action (Y/N)
1.	To encourage compatible development.	Development of a Special Planning Area plan in conjunction with local residents and property owners is recommended and encouraged. Design guidelines shall be consistent with the adopted plan.	Feedback from the community about the NSC was gathered through a questionnaire and meeting held in Feb. 2014. The workshop posed questions to the community regarding the assets, the problems, and the vision for Rolling Bay, and for the Neighborhood Service Center. Input gathered from that meeting has been considered and incorporated into the design.	
2.	To encourage the continuance of the existing aesthetics of the area.	Continue the scale and character of existing buildings.	The forms, massing and proportions of the historic Bay Hay and Feed store complex is an inspiration for the architectural language of this project, and is echoed on the south east corner of the Sunrise Market main building.	
Applicable Design Guidelines				
Design Guideline	Intent	Description	Applicant Response	DRB Action (Y/N)
3.	To minimize the appearance of parking lots.	Parking shall be behind buildings or in a single row along the street.	Off-street parking is behind the structure on Sunrise Dr, and mitigated with landscaping. On-street parallel parking on Sunrise Dr.	
4.	To strengthen the designation of Rolling Bay as a Neighborhood Service Center.	Develop a public “green” at or near the intersection of Sunrise Drive and Valley Road.	The property at Sunrise Drive and Valley Road is not under the control of the <i>Sunrise Market</i> project at this time. However, a large public courtyard and sun terrace with landscaping, and places for the community to enjoy is provided and oriented to the street intersection and existing “green”.	

Design Review Board Design Guideline Checklist
Rolling Bay Design Guidelines– BIMC 18.18.030

5.	To encourage pedestrian orientation.	Ground floor retail is preferred along the sidewalks.	There are several ground floor retail spaces designed along the sidewalk, and several on the interior of the courtyard.	
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**Guidelines Requiring
Action per DRB:**

**DRB Summary Motion
on Actions:**

Project**Name/Case#:** Sunrise Market at Rolling Bay / PLN50184PRE**May 06, 2015**

PRELIMINARY PROPOSAL ESTIMATES**Square footage allowed/proposed for commercial space and/or residential units per BIMC 18.09:**

Lot coverage: maximum 35% x 2.09 acres [91,040sf] = 31,864sf Allowed. Proposed = 13% [11,600sf].

Residential density: R-2 Standards apply (2 Units per acre) = max. 4 Units Allowed. Proposed = 4 Units.

Landscape area required/proposed per BIMC 18.15.010:

Refer to Landscape Plan, sheet L-1.

Parking spaces required/proposed per BIMC 18.15.020:

Vehicle parking spaces (not including 5 proposed on-street spaces):

	<u>proposed</u>
-2 spaces per primary dwelling unit. 4 proposed for 2 units +1 for guest/reserved.	5
-1 space per dwelling unit directly above commercial. 2 proposed, mixed in general parking.	2
-1 space per 4 occupants (seats) for restaurant/café. 60 seats total/4 = 15.	15
-4 spaces per 1,000sf floor area for commercial/retail/service...(6,240sf/1,000 = 6.24 x 4 = 24.96).	<u>25</u>
-Total 46 parking spaces required. Total proposed including 1 electric/shared vehicle space.	47

Bicycle parking spaces:

-1 space for every 5 cars, minimum 4...(47/5 = 9.4). Minimum 10 proposed.	10
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DECIDUOUS TREES



Amelanchier 'Autumn Brilliance'



Acer circinatum



Acer griseum



Acer rubrum 'Redpoint'



Cercis 'Ace of Hearts'



Cercis canadensis

DECIDUOUS TREES



Cornus kousa 'Chinensis'



Koelreuteria paniculata



Malus/ Apple



Malus 'Sugar Tyme'



Pyrus calleryana 'Cleveland Select'



Stewartia pseudocamellia

EVERGREEN TREES



Arbutus unedo 'Compacta'



Calocedrus decurrens



Pinus contorta 'Contorta'



Thuja plicata 'Excelsa'



Thuja plicata 'Virescens'

DECIDUOUS SHRUBS



Cotinus 'Golden Spirit'



Rosa rugosa



Ribes sanguineum



Symphoricarpos albus



Vaccinium corymbosum



Salix purpurea 'Nana'

GROUNDCOVERS



Ajuga reptans



Gaultherina shallon



Polystichum munitum



Mahonia repens



Arctostaphylos uva-ursi

EVERGREEN SHRUBS



Buxus m.j. 'Winter Gem'



Choisya ternata



Ceanothus t. 'Victoria'



Juniperus 'Skyrocket'



Mahonia aquifolium



Vaccinium ovatum

ZONE 1



Hebe glaucophylla



Nandina d. 'Moon Bay'



Berberis t. 'Crimson Pygmy'



Pinus mugo 'Pumilo'



Potentilla fruticosa



Spiraea 'White Gold'

ZONE 1



Nepeta 'Walker's Low'



Miscanthus 'Adiago'



Rudbeckia f. 'Goldsturm'



Salvia n. 'May Night'



Achillea 'Moonshine'



Echinacea purpurea



Sedum r. 'Angelina'



Helianthemum 'Henfield Brilliant'

ZONE 2



Lonicera pileata



Spirea 'Magic Carpet'



Hakoneocloa m. 'Aureola'



Ajuga reptans



Cotoneaster dammeri

ZONE 3



Ophiopogon j. 'Nanus'



Carex o. 'Everest'

ZONE 4



Pinus mugo 'Pumillo'



Spiraea 'Magic Carpet'



Nandina 'Moon Bay'



Nepeta 'Walker's Low'

ZONE 5



Juncus e. 'Quartz Creek'



Carex opnupta



Molina c. 'Skyracer'



Polystichum munitum



Iris versicolor

ZONE 6



Nandina d. 'Gulf Stream'



Euonymus 'Greenspire'



Calamagrostis a. 'Karl Forester'

ZONE 7



Lavender



Rosemary



Thyme



Oregano

ZONE 8



Nandina 'Moon Bay'



Spiraea 'Magic Carpet'

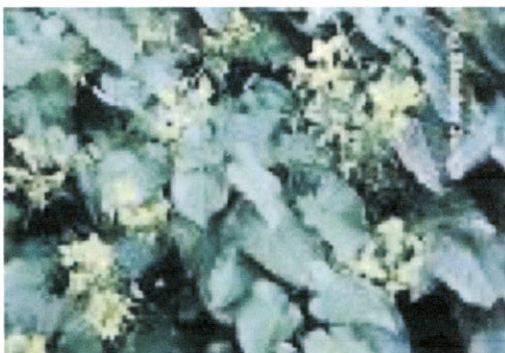


Hemerocallis 'Stella D'Oro'



Lithodora diffusa

ZONE 9



Epimedium 'Frohnleiten'



Helleborus orientalis



Permeable Paver



Boulders for Seating



Dish Rock in Park



Bubbler Fountain in Courtyard



Sheep Sculpture Options for Meadow