



CITY OF BAINBRIDGE ISLAND
DESIGN REVIEW BOARD
Regularly Scheduled Meeting
Monday, October 19, 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**
September 21, 2015
October 5, 2015
- 2:15 – 3:15 p.m. Montessori Country School PLN17677 PRE Pre-Preapplication**
Agent: Russ Hamlett, Architect
Site: 10994 Arrow Point Drive
Discussion with applicant's agent prior to preapplication conference.
Expand existing campus and bring over the elementary program from High School Road. The intent is to upgrade the approved conditional use permit to include increasing the number of students. The proposed infrastructure is to include 5 new classrooms, an arts building and an administration/multi-purpose building.
- 3:15 – 3:30 p.m. Old and New Business**
- 3:30 p.m. 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, September 21, 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 – September 21, 2015 Meeting

Discussion with City Attorney: Public Records / Public Meetings - Lisa Marshall (City Attorney)

Board Discussion of the Ericksen Avenue Design Guidelines - Piper and Jon Thornburg (Guest Speakers)

Board Discussion on Enhancing Design Review Board Processes and Interfacing with Other Committees

Old and New Business

Adjournment

Call to Order (Attendance, Agenda, Ethics)

Chair Alan Grainger called the meeting to order at 2:13 PM. Other Design Review Board (DRB) members present were Chuck Depew and Jim McNett. Peter Perry arrived later and Susan Bergman was absent. City Staff in attendance were City Attorney Lisa Marshall, Planning Manager Joshua Machen and Administrative Specialist Nan Gladstein who monitored recording. Administrative Specialist Jane Rasely was not in attendance but prepared the minutes from the recording. Mr. Grainger disclosed that he had a business relationship with guest Jon Thornburgh's mother and Mr. McNett stated that he has had previous discussions with Jon Thornburgh regarding historic preservation.

Approval of Minutes – September 21, 2015 Meeting

Minutes were approved unanimously.

Discussion with City Attorney: Public Records / Public Meetings - Lisa Marshall (City Attorney)

Ms. Marshall gave a presentation regarding the Public Open Meetings Act (see attached copy of presentation) highlighting e-mail discussions and which topics were okay to e-mail as a quorum (i.e., attendance, running late or proposed topics of discussion for meetings, etc.) and when it was not okay to e-mail the entire DRB (i.e., project review). She also defined the difference between a "regular" meeting and a "special" meeting. Mr. Grainger asked whether a project's developer(s) could be excluded from the DRB's review of their project with the assigned Planner. Ms. Marshall stated the developer(s) did not have to miss that portion of the meeting and if they wanted to stay, they would be within their legal rights to do so.

Ms. Marshall continued her presentation with information about Washington State's Public Records Act. She stated this law had a very broad reach and cautioned the DRB to use ONLY their COBI Committee e-mail addresses. The DRB members did not have any questions. Mr. Schmid asked about a citizen speaking to a City

Council member one on one. Ms. Marshall stated that as long as their conversation was not about a quasi-judicial matter, it would be possible to speak one on one.

Board Discussion of the Ericksen Avenue Design Guidelines - Piper and Jon Thornburgh (Guest Speakers)

Jon and Piper Thornburgh, Bill Ransom, Deb Fenwick (Ericksen Avenue Property Owners) and David Williams from the Historic Preservation Commission were introduced before Mr. Thornburgh began his presentation (see attached copy). He distributed a copy of the current Ericksen Avenue Guidelines Overlay to the DRB. He outlined his concern that it was more difficult to preserve and maintain the historic buildings than take them down. He felt the overarching principle was not very supported by the actual guidelines. Discussion continued with a real life example presented in the form of a future project Mr. and Ms. Thornburgh were considering. The DRB and Mr. Machen weighed in on the process for changing the Ericksen Avenue Guidelines with the overall consensus being there was not enough strength to the argument for changing them. There was general concern about owner turnover where the new owners may not be interested in keeping the historical nature/feel of Ericksen and perhaps there need to be incentives to retain the older building. Mr. Williams questioned the 30 foot setback and what its purpose was. Mr. Machen stated it may have come from the 30% view requirement from the 1996 Shoreline Master Program. Conversation also canvassed the idea of the DRB recommending a Variance Permit for a project that meets the spirit of the guidelines without meeting the technical aspects of the guidelines. The words “should” and “shall” were debated. Ms. Thornburgh mentioned that Mayor Blair advised them to come to the Historic Preservation Commission (HPC) and DRB as a starting point to changing the word “shall” in the Ericksen Avenue Guidelines to “should.”

Board Discussion on Enhancing Design Review Board Processes and Interfacing with Other Committees

Mr. Depew gave a recap of previous discussions regarding overlap of Citizen Commission work (i.e., have Historic Preservation Commission look over project documents and share their perspective). He presented a draft letter to City Council. Mr. Grainger recommended the letter be addressed to Kathy Cook. Everyone agreed. It was decided that Mr. Depew would re-draft the letter and address it to Kathy and that he would ask to discuss the contents of the letter at one of the next two DRB meetings.

Old and New Business

None.

Adjournment

Meeting was adjourned at 4:30 PM.

Approved by:

Alan Grainger, Chair

Jane Rasely, Administrative Specialist



CITY OF BAINBRIDGE ISLAND
DESIGN REVIEW BOARD
Regularly Scheduled Meeting Minutes
Monday, October 05, 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 – September 21, 2015 Meeting
COBI Waterfront Park PLN11804 SPR Site Plan Review
Old and New Business
Adjournment

Call to Order (Attendance, Agenda, Ethics)

Chair Alan Grainger called the meeting to order at 2:00 PM. Design Review Board (DRB) members in attendance included Peter Perry, Jim McNett and Chuck Depew. Susan Bergen was absent. City Staff in attendance were Senior Planner Heather Beckmann, Development Engineer Mark Epstein and Administrative Specialist Jane Rasely who monitored recording and prepared minutes.

Approval of Minutes - September 21, 2015

Minutes from the September 21 meeting were not approved. Mr. McNett asked to have the minutes reflect the conversation about having other City Committees (especially referencing the Historic Preservation Commission) review projects applicable to their own specialty. Ms. Rasely agreed to amend the minutes and bring them forward again at the next meeting.

COBI Waterfront Park PLN11804 SPR Site Plan Review
Discussion with project manager prior to applicant review.

Project Manager: Heather Beckmann

Private discussion with Ms. Beckmann was eschewed for a joint review and discussion with Development Engineer and Project Manager Mark Epstein. (See below.)

COBI Waterfront Park PLN11804 SPR Site Plan Review

Review with applicant representative: Mark Epstein

Development Engineer Mark Epstein gave an overview of the project providing historical 30% designs which had been approved by the DRB previously. He stated they were currently at 90% design and would be ready to go to bid after the New Year. Mr. Grainger asked about the area abutting the Bainbridge Rowing Project. Mr. Grainger and Mr. McNett questioned the 2 foot increased height of the Plaza and its accompanying terrace seating. Mr. Perry asked how much seating was available. Mr. McNett felt there should be more seating down by the water. Concern about the availability and types of seating and the danger presented by the concrete plaza seating were expressed by various members of the DRB. Mr. Grainger stated he liked the informal shape of the rain garden but felt it should have a piece of art identifying the ingress and egress points that would educate and inform the public.

Commendation of Design – the DRB felt the design had progressed dramatically since they had first seen it but wanted to be sure Mr. Epstein understood these aspects of it were important:

- Seating – especially along north side of picnic pavilion.
- Transition between plaza and north south entry path - Would like to see a reconfiguration of paved stairs.
- Sitting benches and stairs adjacent to main entry way - Would be prone to congestion and conflict of uses.
- Public art - Should be incorporated. One place in particular mentioned was the rain garden's ingress and egress points highlighted by art that informs.
- Western edge of park - Would like to see developed in a completed condition independent of the Bainbridge Rowing Project since that project has an unknown start and completion date.
- ADA Parking – More ADA parking distributed at the edges of the park.
- Picnic Pavilion - Water availability to the public.

It was offered up that maybe PSE could make a donation of solar panels for the roof of the Picnic Pavilion providing power for a water fountain, theatrical lights, night lighting, etc.

Old and New Business

It was determined that protocol for confirming attendance at a meeting would be to e-mail Mr. Grainger and Ms. Rasely after receiving the agenda for the next scheduled meeting. All those in attendance agreed to do that and Ms. Rasely agreed to send an e-mail to Ms. Bergen to let her know the new standard protocol. Discussion of the DRB's memo to Kathy Cook occurred with it being acknowledged that Ms. Cook would attend a DRB meeting at the end of October or in November.

Adjournment

Meeting was adjourned at 4:08 PM.

Approved by:

Alan Grainger, Chair

Jane Rasely, Administrative Specialist