



**CITY OF BAINBRIDGE ISLAND
DESIGN REVIEW BOARD
Regularly Scheduled Meeting Minutes
Monday, December 7, 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 – November 16, 2015 Meeting
Bainbridge Medical PLN50366 PRE – Pre-application
Fort Ward Building 16 PLN11044B PRE - Pre-application
The Ravine Apartments PLN50039 SPR - Site Plan Review
Old and New Business
Adjournment

Call to Order (Attendance, Agenda, Ethics)

Chair Grainger called the meeting to order at 2:06 PM. Design Review Board (DRB) members in attendance were Jim McNett, Chuck Depew, Susan Bergen and Peter Perry. City staff in attendance were Senior Planner Heather Beckmann, Planner Kelly Tayara and Administrative Specialist Jane Rasely who monitored recording and prepared minutes.

Approval of Minutes – November 16, 2015

Motion: I move to approve the minutes.
McNett/Perry: Passed unanimously 5-0.

Bainbridge Medical PLN50366 PRE Pre-application

Chair Grainger spoke about the conversation he himself had with Planning Director Kathy Cook about support for averaging the buffer in order to provide safety considerations along the street. He stated he had been surprised by an e-mail received by Peter Brachvogel (attached) regarding the same subject and asked for clarification from Planner Tayara. Ms. Tayara stated the initial landscape plan in response to the DRB's suggestion to average the buffers was extensive and more expensive than realistic, so they are trying to work with the City to share costs for some of the street/sidewalk improvements. Ms. Tayara further stated that she had not yet had the chance to speak with Public Works Director Barry Loveless to discuss the use of discretionary funds.

Introductions were made around the table. (See meeting sign-in sheet for attendees.)

Mr. Brachvogel began by reviewing the three new concepts of the site plans for this project. He recapped their previous conversation with the DRB regarding relaxing the buffers in order to provide improvements to the street and sidewalk to improve pedestrian safety. Chair Grainger asked if the original landscape plan provided in today's agenda packet was to the City's code. The answer was yes. The issue had become the cost of the landscape and doing the street improvements. The applicant stated the cost had become prohibitive and they were leaning toward keeping the parking as it was at this moment. Discussion centered on the applicant presenting a landscaping plan designed for the site as well as whether the City would help with some of the cost of street improvements. Ms. Tayara explained that she was hoping to speak with Director Loveless about it and hoped the applicant's private contractor would do the work. Ms. Tayara also stated she was going to ask the City to split the cost and reimburse the applicant for half the cost of the street/sidewalk improvements.

Chair Grainger recapped the conversation asking the applicant to work with their landscape architect to come up with a site plan specific to or appropriate for this specific building and site. Creating an adequate buffer to the single family

residence to the south was considered very important. Mr. Grainger also stated it was very important to create a landscaping plan that worked the rest of the site in a way that was appropriate for the building, the site and the other improvements they were making. Mr. Olaf Ribeiro asked about the cherry tree with historic significance in the front of the building. He stated that tree was planted by the first Japanese pioneers and the Japanese-American community. Chair Grainger asked Mr. Ribeiro to provide any historic information he may have on the tree to Ms. Rasely, who would distribute the information to the DRB. (No information had been received from Mr. Ribeiro as of January 27, 2016.)

Fort Ward Building 16 PLN11044B PRE Pre-application

After introductions, Senior Planner Heather Beckmann gave an overview of the project letting the DRB know the former bakery next door to this proposed project would be coming before the DRB as well. Mr. Thomas Knittel described the background of his firm (McLennan Design), what they do and what they were about. He outlined their plans for the site and the hope that they can share a parking space with the proposed bakery refurbishment. Chair Grainger asked Ms. Beckmann whether a school was an accepted use in an R-2 zone. Ms. Beckmann replied that education was considered acceptable in a Conditional Use Permit. There was some discussion of parking with carports providing solar panels to provide energy. Mr. Perry thought the number of parking spaces was low for a school with teachers and students.

Mrs. Davidson (Citizen) stated she felt this was a great project and aligned with the vision to save these buildings and their historic significance. She was excited to work together with the developers.

The Ravine Apartments PLN50039SPR Site Plan Review

Mr. McNett asked Ms. Tayara if she had a copy of the old plans. She had a copy of plans from November 2014 and the DRB discussed what they had previously seen regarding this project. Ms. Bergen brought up that there were mismarked trees on the site plan. A large tree was labeled as 40' on one plan and 40" caliper on another. She stated it was actually a 100' tree. There was also discussion about the 25' buffer along the ravine and the safety of building within that buffer.

Architect Devin Johnson highlighted changes made to the design after the last DRB site plan review which occurred December 2, 2014. Mr. McNett asked about the 30% side yard. Mr. Johnson stated they were unable to do that because they would lose the third unit (of a three unit building) and force the parking under the building missing the height requirement. Losing the third unit would make the project financially unviable. A conversation between Mr. Depew and Mr. Johnson occurred about the balance between design guidelines. Mr. Depew felt the view through to the trees was worth the tradeoff of a third floor. Mr. Johnson felt there would be more loss of a view if the building were to have another floor and was taller because it would block more of the view at the top. Ms. Bergen asked about the large tree that would be removed and how many trees would need to be planted to replace it (12). Roof slope was also discussed. Chair Grainger stated he was not an advocate of building this large 7' away from the top of a slope as it did not seem safe. The conversation then turned to roof pitch and matching the other building on the site's 6/12 roof instead of having an 8/12 roof. Mr. Perry spoke more about how to save the large tree on the lot and how much space around the tree was necessary to do that. Mr. Depew felt it would be better to replace the tree with fewer but larger trees than to use a greater number of smaller ones. The DRB asked the applicant to return on December 21, 2015 and just bring drawings to show the difference in the roof design.

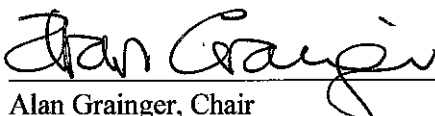
Old and New Business

None.

Adjournment

Meeting was adjourned at 5:27 PM.

Approved by:


Alan Grainger, Chair


Jane Rasely, Administrative Specialist



**Join
ListServ
Yes/No**

[illegible]



RE: FORT WARD COMMUNITY CENTER

PROJECT DESCRIPTION

Date: September 21, 2015

The following summary describes the proposed improvements for the Fort Ward Community Hall, located within the historic Fort Ward neighborhood. The project is intended to convert the historic bakery building, currently used by Sewer District 7 into a community hall.

ZONING

The zoning for the parcel is R-2. The community center is considered a conditional use as a "cultural center". The proposed use is regulated under the Fort Ward design guidelines since the use is commercial in nature. A response to the guidelines is attached. The landscape requirements are limited to the following; 50' roadside buffer, 25' landscape buffer, parking lot landscaping, and significant tree requirements which are shown in the plans. No trees will be removed within the project site. The existing setbacks are less than the required minimum landscape perimeters.

PARKING

The parking requirement for 18 spaces is based on 10 stalls per 1000sf. The parking as proposed will occur off-site adjacent to the west side of the parcel within the unimproved City ROW (Enstone Street). The ROW has sufficient room to accommodate the 18 stalls required for the center. A fire turnaround will be provided if the parking lane exceeds 150'.

PROPOSED USE

The building will see uses typical of any small community hall as managed by the Bainbridge Island Metro Park and Recreation District, from classes and lectures, to scout troop meetings and neighborhood social gatherings. Typical attendance will range from just a few people to the building's projected capacity of 45-50 persons. One corner office will be maintained by Kitsap County Sewer District No. 7, which will also hold its monthly board meetings in the main hall. These meetings have a typical attendance of five to 10 people.

PROPOSED IMPROVEMENTS

The exterior of the building will see some minor restoration which will remove some non-original improvements. At present the interior floor was lifted above its original floor level. The floor will be removed allowing the entry to be restored to its original at grade design. Interior improvements will focus on the meeting space, new kitchen and restrooms. All areas will be made accessible enabling all members of the community to enjoy the space. The exterior improvements will include new parking area, landscaping and pathways. Water will be provided by South Bainbridge Water and sewer is by COBI/Sewer District 7.

PROJECT SCHEDULE

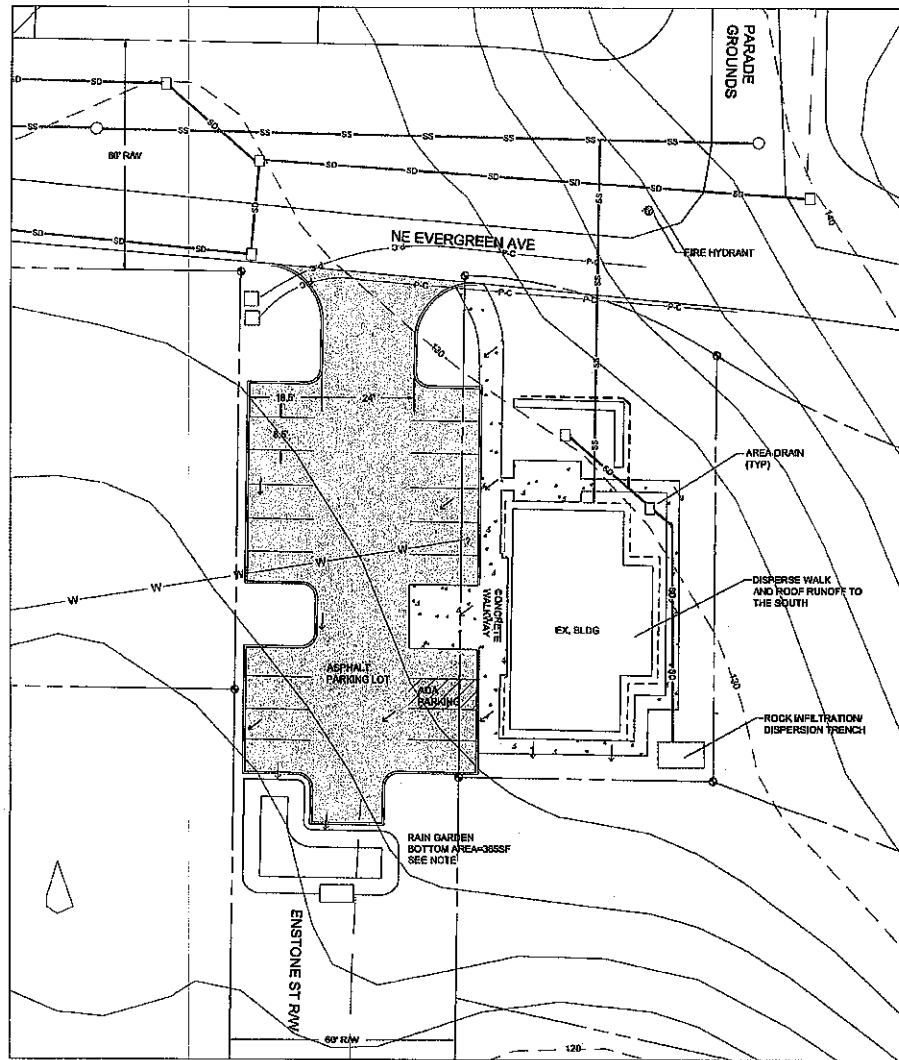
The project will be completed in two phases. Phase 1, which will restore and configure the building to basic standards for public occupancy and use, will be completed over a year beginning Spring 2016. Phase 2, which will include more cosmetic improvements, will commence sometime in 2017 depending on available funding, and will take several months.



FT WARD COMMUNITY HALL ZONING SUMMARY

September 21, 2015

Site Address:	9705 NE Evergreen Avenue Bainbridge Island, WA AP# 4150-003-023-2007
Lot Area:	8,712SF (.20AC)
Zoning:	R-2
Surrounding Uses:	East: R-2 (residential) West: R-2 (residential) North: R-2 (residential) South: R-2 (residential)
Lot Coverage:	Allowable: 20% Proposed: 20%
Uses:	Cultural Center (CUP)
Program	Community Hall 1,800sf
Parking:	18 spaces: 10 per 1000sf
Height limit:	30' (no change to existing height)
Required Setbacks:	Front: 25' Side: 5' min, 15' combined Rear: 15'
Landscape	Tree retention: .20 (40 tree units/ac) = 8 units 25' Roadside Buffer 25' Landscape Buffer (15' min, full screen) Parking Lot; 1 tree/4 stalls
Design Guidelines	Shielded Lighting



Site Plan

SCALE: 1"=20'

DRAWING NOT BASED ON DETAILED SURVEY.
TOPOGRAPHY FROM PUBLICLY AVAILABLE LIDAR
AERIAL SURVEY. PROPERTY LINES REPRESENT
RECENT BOUNDARY LINE ADJUSTMENT.



IMPERVIOUS AREAS (SF)	
EXISTING	
GRAVEL DRIVEWAY	1410
BLDG ROOF	2490
	3900
PROPOSED	
ASPHALT PARKING	6700
CONCRETE WALK	1010
BLDG ROOF	2280
	10780
NEW IMPERVIOUS SURFACE	
ASPHALT PARKING	5280
CONCRETE WALK	1810
	7100
REPLACED IMPERVIOUS SURFACE	
ASPHALT PARKING	1410
POLLUTION GENERATING IMPERVIOUS SURFACE	6700

RAIN GARDEN PRELIMINARY DESIGN

ASSUME RAIN GARDEN WILL BE SUBDRAINED, SIZED TO PROVIDE FILTRATION OF 91% OF THE TOTAL RUNOFF.

THE TRIBUTARY AREA INCLUDES:

- 6700 SF ASPHALT PARKING LOT
- 830 SF OF EVERGREEN AVENUE DRAINING TO PARKING LOT
- 1140 SF OF CONCRETE WALK ON WEST SIDE OF BLDG

ASSUME 1" MAXIMUM PONDING DEPTH
REQUIRED BOTTOM AREA - 365 SF (CALCULATED USING WHIMM3 MODEL)

LEGEND

PROPERTY LINE	---
ELEVATION CONTOUR	---
EX. WATER LINE	W
EX. FIRE HYDRANT	⊙
EX. SANITARY SEWER	SS
W MANHOLE	⊙
EX. STORM DRAIN	SD
W CATCH BASIN	⊙
DRAINAGE FLOW DIRECTION	→
POWER, COMM.	P-C
EX. ASPHALT PAVT	---
PROP. ASPHALT PAVT	---

City of Bainbridge Island

NOV 18 2015

Planning and
Community Development

CIVIL SITE PLAN FORT WARD COMMUNITY HALL PREAPPLICATION SUBMITTAL

BROWNE • WHEELER
ENGINEERS, INC.
241 ERICKSEN AVENUE NE
BAINBRIDGE ISLAND, WA 98110
P 206.662.6083 INFO@brownewheeler.com

DATE 11/18/15
DESIGNED DB
DRAWN DB
CHECKED AW
PROJECT #

C1

1 OF 1

FORT WARD COMMUNITY HALL



PROJECT INFO:

AP# 4150-003-023-2007

LOT AREA: 8,712SF (.20AC)

ZONING: R-2

SURROUNDING USES:

East: R-2 (residential)
West: R-2 (residential)
North: R-2 (residential)
South: R-2 (residential)

TAX DESCRIPTION:

FORT WARD ESTATES DIV 5
LOT 23, BLOCK 3, FORT WARD ESTATES
DIVISION 5, AS RECORDED IN VOLUME 11
OF PLATS, PAGE 20, RECORDS OF KITSAP
COUNTY, WASHINGTON.

VACINITY MAP

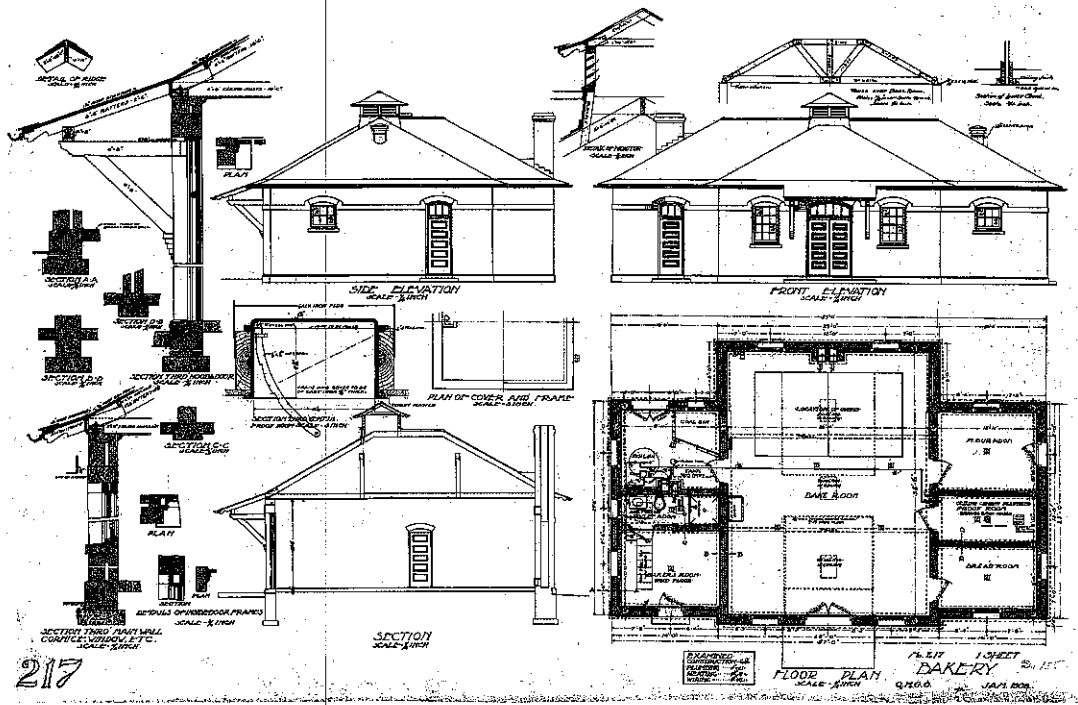
FORT WARD COMMUNITY HALL

9705 NE Evergreen Avenue
Bainbridge Island, WA



WENZLAU ARCHITECTS

10/29/2015
PRE-APP



HISTORIC ARCHITECTURAL DRAWINGS SHOWN AT 1/4" OF ORIGINAL SCALE

EXISTING BUILDING

FORT WARD COMMUNITY HALL

9705 NE Evergreen Avenue
Bainbridge Island, WA

EXISTING CONDITIONS: CONTEXT PHOTOS



NORTH-WEST
VIEW



SOUTH-WEST
VIEW

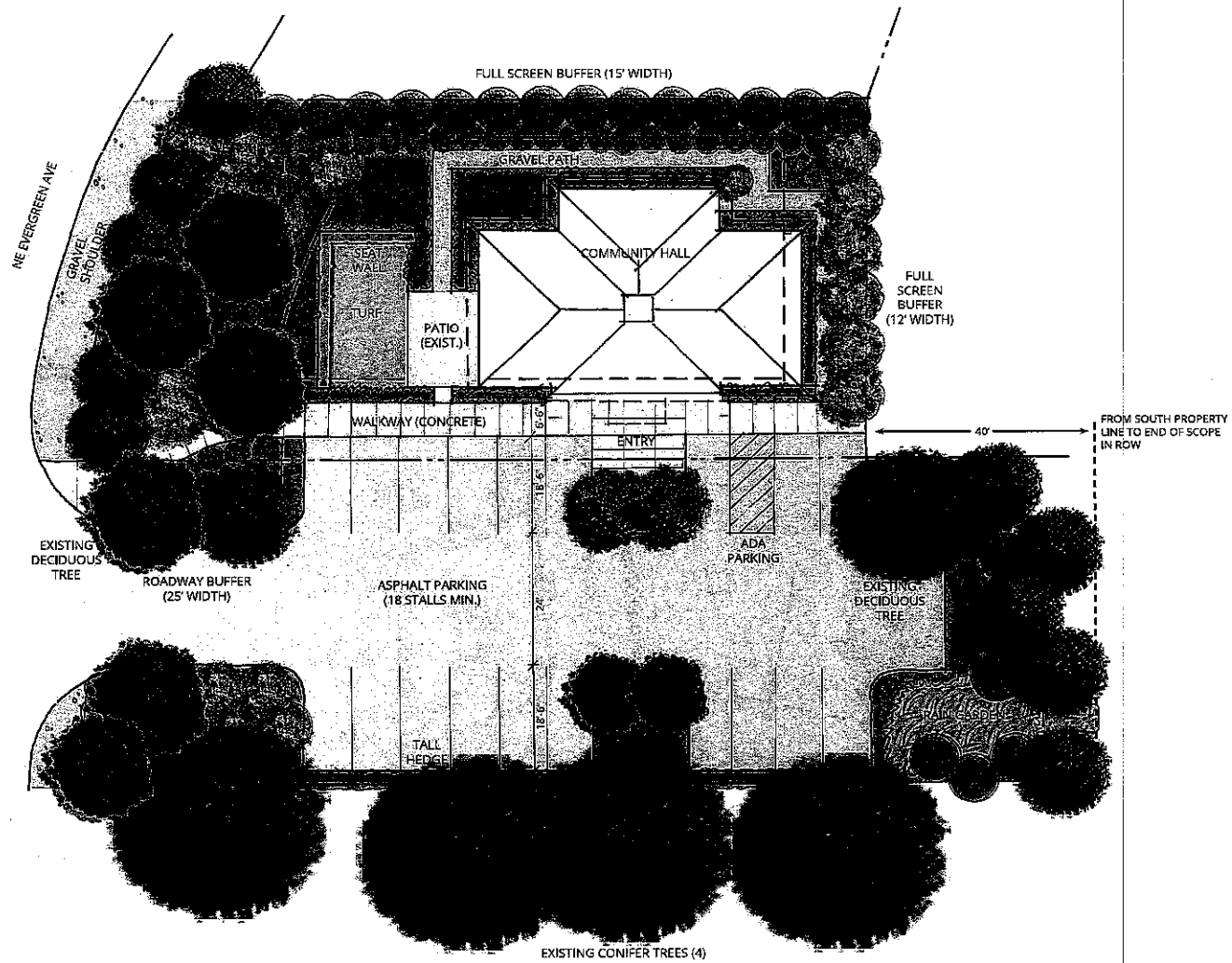


EAST VIEW



WENZLAU ARCHITECTS

10/29/2015
PRE-APP



FORT WARD COMMUNITY HALL - SITE PLAN CONCEPT

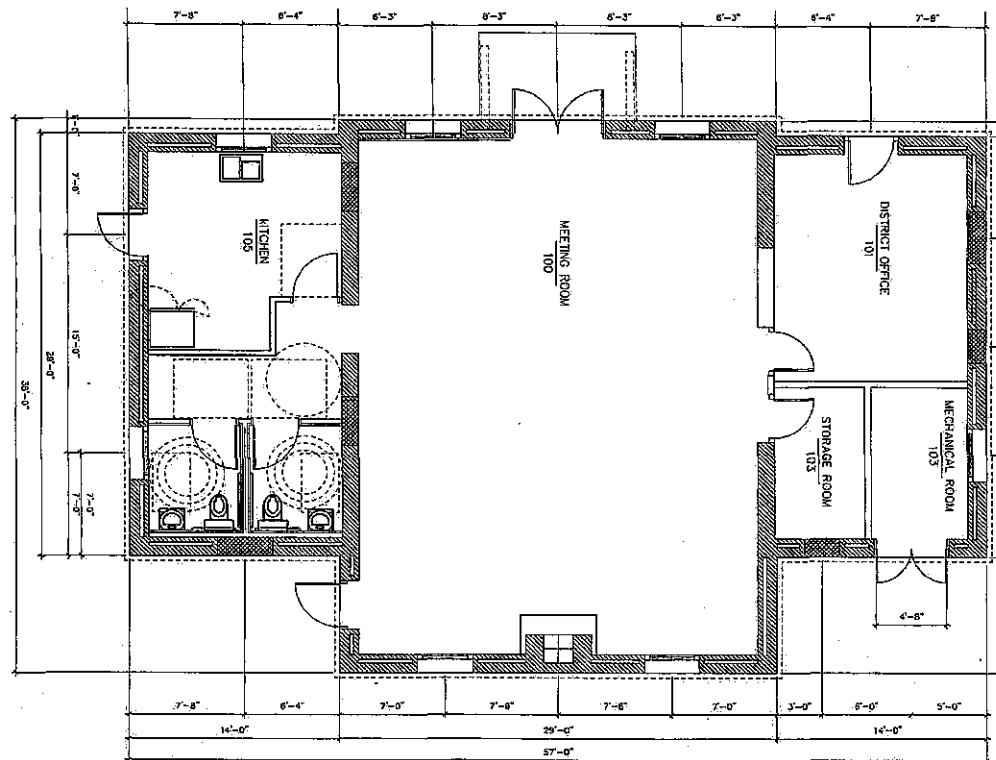
BAINBRIDGE ISLAND, WASHINGTON

OCTOBER 2015

Scale
0 10 20
1"=10' on a 22" x 34" sheet



FISCHER-BOUMA
ARCHITECTS



PROPOSED FLOOR PLAN 1/8"

FORT WARD COMMUNITY HALL

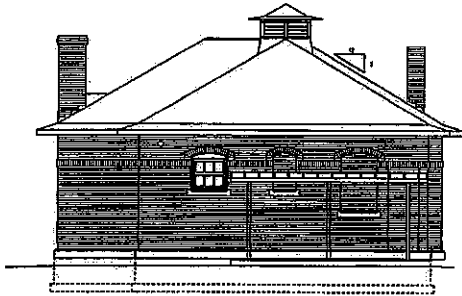
9705 NE Evergreen Avenue
Bainbridge Island, WA



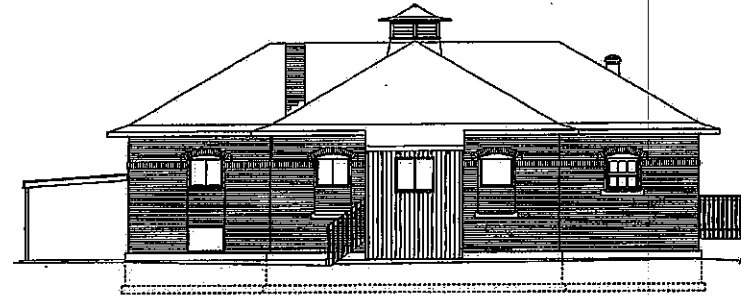
10/29/2015
PRE-APP



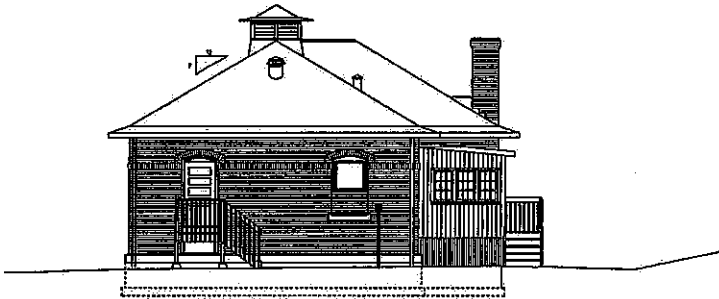
WENZLAU ARCHITECTS



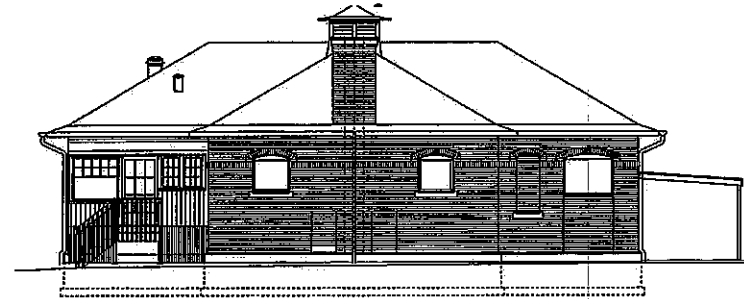
4 NORTH ELEVATION 2007
SCALE: 1/4" = 1'-0"



1 WEST ELEVATION 2007
SCALE: 1/4" = 1'-0"



3 SOUTH ELEVATION EXISTING 2007
SCALE: 1/4" = 1'-0"



2 EAST ELEVATION 2007
SCALE: 1/4" = 1'-0"

EXISTING BUILDING ELEVATIONS

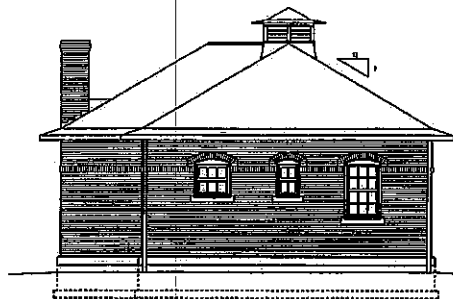
FORT WARD COMMUNITY HALL

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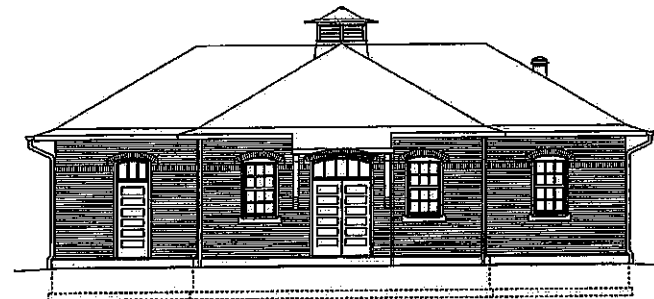


WENZLAU ARCHITECTS

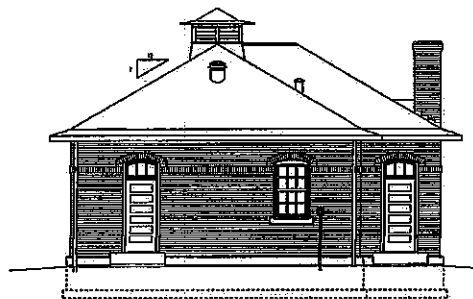
10/29/2015
PRE-APP



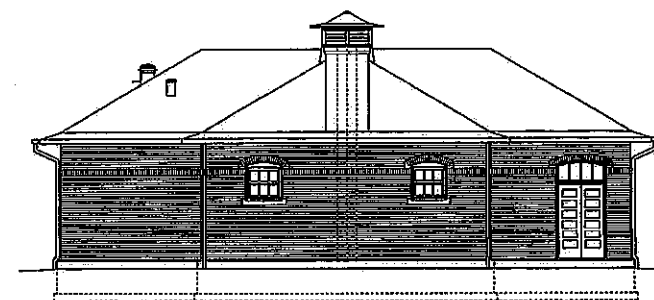
4 NORTH ELEVATION RESTORED
SCALE: 1/4" = 1'-0"



1 WEST ELEVATION RESTORED



3 SOUTH ELEVATION RESTORED
SCALE: 1/4" = 1'-0"



2 EAST ELEVATION RESTORED
SCALE: 1/4" = 1'-0"

PROPOSED RESTORED ELEVATIONS

FORT WARD COMMUNITY HALL

9705 NE Evergreen Avenue
Bainbridge Island, WA



WENZLAU ARCHITECTS

10/29/2015
PRE-APP