

TOWN OF COUPEVILLE
Design Review Board Minutes
Tuesday, February 20, 2007
9:00 a.m.

BOARD MEMBERS PRESENT:

Chairperson Carol Thrailkill, Boardmembers Millie Fonda, Jill Usher, and Randy Williams were present. Boardmembers Larry Cort, Chuck Poust, and Alette Pringle were excused.

STAFF PRESENT:

Town Planner, Larry Kwarsick; and Recording Secretary, Karen Fuller.

CALL TO ORDER

Chairperson Thrailkill called the meeting to order at 9:18 a.m.

APPROVAL OF MINUTES

The minutes of January 16, 2007 were approved as submitted.

NEW BUSINESS

SGN 07-01 – Mary J. Hollen, CPA (902 Grace Street)

Mr. Kwarsick explained that Ms. Hollen proposes to install four signs: two flush mounted; one permanent window; and one two-sided projecting sign.

Board Action: A motion was made by Boardmember Fonda seconded by Boardmember Williams, to approve SGN 07-01, subject to Conditions 1-4 as follows:

1. All exterior lighting used to illuminate signs, shall be designed to reduce glare impacts to adjacent properties and public rights-of-way, to use energy efficiently, and to reduce nighttime “light pollution”.
2. All exterior lighting proposed to illuminate signs, shall be pointed downward and shielded from direct observation from the air, adjacent properties, and public rights-of-way.
3. Any sign light fixture intended shall be “full cutoff” fixtures as defined by the Illuminating Engineering Society of North America.
4. The applicant must return a signed copy of the staff report acknowledging and accepting the conditions of approval.

Motion passed 4-0.

SGN 07-02 – Stephany Vogel (22 NW Front Street, Suite C)

The applicant proposes to install two flush-mounted signs.

Board Action: A motion was made by Boardmember Usher, seconded by Boardmember Williams, to approve SGN 07-02, subject to Conditions 1-4 as follows:

1. All exterior lighting used to illuminate signs, shall be designed to reduce glare impacts to adjacent properties and public rights-of-way, to use energy efficiently, and to reduce nighttime “light pollution”.
2. All exterior lighting proposed to illuminate signs, shall be pointed downward and shielded from direct observation from the air, adjacent properties, and public rights-of-way.
3. Any sign light fixture intended shall be “full cutoff” fixtures as defined by the Illuminating Engineering Society of North America.
4. The applicant must return a signed copy of the staff report acknowledging and accepting the conditions of approval.

Motion passed 4-0.

SGN 07-03 – Heidi Monroe and Brenda Marti (504 N Main Street)

Mr. Kwarsick explained that the applicant(s) proposes to install a new two-sided freestanding sign at 504 North Main Street, Suite A.

Board Action: A motion was made by Boardmember Fonda, seconded by Boardmember Usher, to approve SGN-07-03, subject to Conditions 1-3 as follows:

1. All exterior lighting used to illuminate signs, shall be designed to reduce glare impacts to adjacent properties and public rights-of-way, to use energy efficiently, and to reduce nighttime “light pollution”.
2. All exterior lighting proposed to illuminate signs, shall be pointed downward and shielded from direct observation from the air, adjacent properties, and public rights-of-way.
3. Any sign light fixture intended shall be “full cutoff” fixtures as defined by the Illuminating Engineering Society of North America.

Motion passed 4-0.

SGN 07-04 – Aaron Garcia (5 NW Front Street)

Mr. Kwarsick explained that the applicant proposes to install one-flush-mounted sign on the building at 5 NW Front Street. The sign would be mounted on the north façade of the building facing Front Street.

Board Action: A motion was made by Boardmember Fonda, seconded by Boardmember Usher, to approve SGN07-04, subject to Conditions 1-3 as follows:

1. All exterior lighting used to illuminate signs, shall be designed to reduce glare impacts to adjacent properties and public rights-of-way, to use energy efficiently, and to reduce nighttime “light pollution”.
2. All exterior lighting proposed to illuminate signs, shall be pointed downward and shielded from direct observation from the air, adjacent properties, and public rights-of-way.
3. Any sign light fixture intended shall be “full cutoff” fixtures as defined by the Illuminating Engineering Society of North America.

Motion passed 4-0.

DRB 07-01 – County Deli – Exterior Painting (701 North Main Street)

The applicant proposes to change the exterior paint colors on the professional office/deli at 701 North Main Street. This structure is located within the Historic Restoration Overlay District.

Board Action: A motion was made by Boardmember Williams, seconded by Boardmember Fonda, to approve DRB 07-01 based upon the 2006 paint selection. Motion passed 4-0.

DRB 07-02 – Plat of Coupeville Reserve – Lot #1 – Single Family Residence

Retention/replanting of trees was required, however, this lot is strictly pasture. Low impact development, use of rain gardens where appropriate, were to be required and are included in this proposal. A walking trail is to be constructed along the east boundary simultaneously with the SFR. The home is consistent with the general neighborhood characteristics and appearance.

Board Action: A motion was made by Boardmember Usher, seconded by Boardmember Fonda, to approve DRB 07-02, subject to Conditions 1-3 as follows:

1. A 7.5 foot wide public pedestrian access and utility easement must be established along the east side of the lot. No building shall encroach within 5 feet of the public access and utility easement. As a result the house must be shifted to provide a 12.5 feet setback along the east boundary.
2. A public pedestrian way (constructed to Town standard) shall be constructed along the east property boundary at the applicant's expense prior to the issuance of an occupancy permit for the house.
3. The applicant shall modify the submitted drainage plan and landscape plan to include a rain garden as conditioned by the Town Public Works Director.

Motion passed 4-0.

AUDIENCE INPUT

None

ADJOURN

The meeting adjourned at 9:50 a.m.