

TOWN OF COUPEVILLE
Design Review Board Minutes
Tuesday, October 16, 2007
9:00 a.m.

BOARD MEMBERS PRESENT:

Chairperson Larry Cort, Boardmembers: Carol Thrailkill, Millie Fonda, Jill Usher, Randy Williams

STAFF PRESENT:

Town Planner Larry Kwarsick, Recording Secretary Nanc Garner

CALL TO ORDER

The meeting was called to order by Chairperson Cort at 9:00 a.m.

APPROVAL OF MINUTES

The minutes from the September 18th meeting were approved as presented with one correction to change reference made in public comments from Joe Welch to Joe Walck. Further clarification was also made to the board by Larry Kwarsick for DRB 07-21 and DRB 07-16 regarding the signage placement and elevation modifications to the Oystercatcher Restaurant.

NEW BUSINESS

Chairperson Cort announced that Mayor Conard was in the final stages of making recommendations for filling the spaces open on the Design Review Board.

DRB 07-17 – Stuurmans – Approval of house plans within Krueger Farms at 507 NW Wilkes.

Mr. Kwarsick explained that each board member should have received a copy of the Town of Coupeville preliminary plat for Krueger Farm Division #3. He said that the town will be sending out a notice of completion next week. This subdivision will be special planning area B and the plat will create 3 new single family plots and show reserved plots that have not yet been planned. Ultimately, there may be a total of 25 single family residential units/cottages and the garages of these homes will be loaded from the side and rear consistent with the design standards. The size of the lots, design, etc., orients the homes closer to the streets for a more intimate setting. Mr. Kwarsick wanted the board to see the project as submitted.

Mr. Stuurmans submitted a building permit application for a single family home. Landscaping will need to be installed as referenced in the findings.

Chairperson Cort wanted to know if there would be a guaranteed that access would be available for back loading garages. Larry Kwarsick responded that back loading garages would not necessitate an easement as it would be accessed by a common driveway shared by the neighboring lot.

Chairperson Cort asked for more detail about the landscaping plan and Mr. Kwarsick responded that the plan includes streetscape and fencing with plants to buffer and screen areas towards rear of homes. In addition, the use of drought tolerant plants, consistent with previously approved Krueger Farms development and MOA design standards, will be included in future landscaping efforts while

recognizing that home owners will have the flexibility to add their own landscaping and surface water controls.

Audience Input

John Kohlman, Coupeville, commented that the house and groundwork had already been started prior to the building permit approval. He was also concerned about how the entire project would look like.

Boardmember Williams agreed that he was concerned that the project started before it was approved.

Larry Kwarsick said that the town had not given Mr. Stuurmans the building permit and Mr. Stuurmans responded that the decision to break ground was made by him because of weather concerns.

Mr. Kwarsick commented that although the Krueger Farms project is being presented in small plats as opposed to the project as a whole, they are coming in consistent with the MOA and conceptual plan that was developed and they are achieving the MOA standards and MOA objectives.

Board Action: A motion was made by Boardmember Usher, second by Boardmember Thrailkill, to approve DRB 07-17 based on the following findings and conclusions 1 through 4 and recommendations 1 through 3, adding language for rear loading and garage access and for allowing home owners flexibility when adding landscaping:

1. Applicant completed an application on September 25, 2007.
2. This proposal is located outside the Historic Restoration Overlay District within the MOA zoning district and the Ebey's Landing National Historical Reserve.
3. Being outside the Historic Restoration Overlay zone and not adjacent to a designated historic site or structure the projects is only subject to the adopted MOA design Standards; and
4. After review of the proposed application, the Design Review Board finds that application is acceptable and consistent with the MOA Design Standards.

Recommendations:

1. As this is a presale home, the applicant/owner shall include the building permit application and landscaping plan to include:
 - Street trees in keeping with the surrounding buildings and gardens
 - A landscaping/fence plan to buffer the joint use driveway along the east boundary of the property
 - A drainage plan which incorporates a rain garden as part of the associated landscape plan
 - The use of appropriate native and drought-tolerant plants species in landscaping plan
2. Landscaping to be installed prior to the final inspection and issuance of the occupancy permit
3. The project shall be subject to the future conditions of approval of Krueger Farms Division #3.

The motion passed unanimously.

DRB 07-10 Shirley Dalton – Painting historic home at 105 NE 7th Street

Mr. Kwarsick explained that DRB 07-10 has been in front of the board several times to improve and renovate the historic home and has gone through the process to select colors to paint her home. The proposed color is similar but slightly different with a slight lavender tinted base. The proposed trim color is similar as before with the only major change she is proposing is a darker color to be used for the small detail trim.

Chairperson Cort suggested that DRB regulations point to having dark sashes as opposed to painting the sashes a light color. He recommended to the Board that they move ahead with the painting of the shell of the house and make action on this color and the darker trim would be voted on at a later date.

Chairperson Cort recommended that the paint colors for the trim and sash be applied to some of the home and that the board meet at the home site to review it.

Board Action: A motion was made by Boardmember Williams, second by Boardmember Thraikill, to approve the body color of the home as presented today and to approve the trim and sash colors once a sample has been applied to the house and a visual inspection has been made by the DRB at the site.

The motion passed unanimously.

Announcement

Chairperson Cort announced that an election was needed in order to fill in the chair position vacancy as a result of his resignation.

Board Action: A motion was made by Boardmember Thraikill, second by Boardmember Williams, to appoint Millie Fonda as Chair of the DRB and Chuck Poust will remain as Vice Chair.

The motion passed unanimously.

Audience Input

There were no comments.

Adjournment – 9:55 a.m.

Workshop

The workshop was convened at 10:00 a.m. for board discussion and public comment of the proposed Design Standards and Guidelines.

Board discussion and comment for Design Standards and Guidelines

The purpose of the workshop was to continue with an informal review and comment of the proposed document by the Design Review Board. Chairperson Cort asked the board for their comment and Boardmember Fonda went through her submittal of comments.

Boardmember Williams suggested that the draft document be compartmentalized in order to give applicants the sections they need to review and which might impact their project. He commented that it is essential that people understand the design standards and guidelines and suggested that town hall guide applicants through the process.

Mayor Conard responded that the process for the design standards and guidelines includes developing materials at town hall to assist the applicant. Once standards are adopted, the document will focus on what area they applicant is located in and can help them. She said that it was the intention to have a meeting the first of the year with historic property owners for input, modify standards, if necessary, and then schedule a community workshop for further input. The goal is to educate the historic property owners and work with the various neighborhoods. She thanked the board for their comments.

Larry Kwarsick thanked Chairperson Cort for his service and dedication and vision in helping to shape the community.

Meeting adjourned at 10:45