

**Town of Coupeville
Design Review Board Meeting
Thursday, June 25, 2009
9:00 A.M.**

BOARD MEMBERS PRESENT: Chairperson Lynda Richards, Boardmembers Stig Carlson, and Randy Williams, and Millie Fonda. Absent: Jill Usher, Carol Thraikill, Chuck Poust

STAFF PRESENT:

Town Planner Larry Kwarsick, Clerk Treasurer Judy Thomas

CALL TO ORDER

The Meeting was called to order by Chairperson Richards at 9:00 a.m.

APPROVAL OF MINUTES

The minutes of April 21, 2009 were approved as presented.

NEW BUSINESS

DRB 09-01 – First Methodist Parsonage –104 NE 9th Street

Mr. Kwarsick explained that the applicant proposes to replace an existing window with a door and add a deck to the rear of the parsonage (house). The house is designated as contributing property and a Class 1 historic structure by the Town of Coupeville. The property lies within the Historic Restoration Overlay District and is a “historic site.” David Aubuchon, applicant, explained that he is planning to use trek material on the deck and wanted to ensure that would be acceptable. He asked about painting the cedar railing. Mr. Kwarsick explained that the trek material could be used but changing house colors would need to be approved by the Design Review Board (DRB); unless when repainting, all the exterior colors remain the same. If there are any changes to the exterior colors requires DRB approval is required. The cedar railings, in their natural colors, are acceptable but if they are stained or painted a different color DRB approval is required.

Board Action: A motion was made by Boardmember Fonda, second by Boardmember Williams, to adopt the staff (six) findings and conclusions in the staff report, as follows:

1. The applicants submitted a complete application and review fee on June 9, 2009 in support of a request to replace an existing window with a door to a new deck on the secondary elevation of a historic structure;
2. The house is a designated Town of Coupeville Class 1 Historic Site and is listed as a contributing structure within the Ebey’s Landing National Historical Reserve;
3. The proposal was reviewed by the Ebey’s Landing Reserve Committee on June 9, 2009;
4. The proposal was found to maintain the area devoted to wall surface, as compared to that developed as opening;
5. The proposed door addition/porch addition reflect is compatible with the historic, rural character of the Town and its historic structures; and

6. The proposed modifications were determined to be consistent with the Town's guidelines for residential modifications and with the Secretary of the Interior's Standards for Rehabilitation of Historic Structures.

And approve DRB 09-01 with the following (two) conditions:

1. The applicant must submit a building permit application for the door and deck additions; and
2. The door and deck trim must be painted consistent with the existing trim colors.

The motion passed 3-0.

DRB 09-02 – Unity Church – 709 South Main Street – Informal Discussions

Larry Kwarsick explained that the Town received an application for a conditional use permit (CUP) to authorize this Low Density Residential zoned property for a church and parking lot. The Planning Commission will hold a public hearing on the CUP. The conditional use of this property is subject to the review of the Planning Commission and approval of the Town Council. The DRB will hold a public hearing for review of the design and site planning of the project. He explained that there will not be any action taken during this discussion, but he wanted the DRB to review the application.

Stewart Woods, representing the Unity Church, explained that this project has been in the works for a long time. The property was donated to the church for the purpose of building a church on this site. The design is a small white church that will hold about 100 people. They are open to changes, but they want it to look like a church.

Mr. Kwarsick explained that the adjacent properties have historic homes and the church has tried to maintain the same character on the 3.75 acre parcel. There was some discussion about the height of the steeple and that it looked a little narrow.

Review of Library landscaping and solar panel plans

Boardmember Stig Carlson recused himself as DRB Boardmember.

Stig Carlson spoke on behalf of the Library Design Committee. He discussed the landscaping plan which includes a second rain garden. The bids on construction were low enough that Sno-Isle Libraries and the building design committee wants to incorporate sustainability measure by installing solar panels on the roof of the building as shown in the drawings. He discussed the solar panels and how much energy they will generate.

Board Action: A motion was made by Boardmember Fonda, second by Boardmember Williams, to approve the landscaping plan and solar panel plan for DRB 08-12, subject to the original conditions of approval, as restated below:

1. Construction shall be in conformance with the plans submitted to the Design Review Board and included with the staff report. Any variation from these plans shall be subject to the review by the Planning Department and substantial variations may necessitate the review of the Design Review Board.
2. Compliance with the exterior and interior parking lot landscaping requirements shall be completed before building occupancy. Landscaping shall be installed to screen above grade foundation exposures. The applicant shall be required to maintain all landscaping including any portion thereof located on Town property or Town street right-of-way.
3. Specific plans for the rain garden and site drainage shall be submitted to the Town for review and approval of the Public Works Director.

4. Site development plans shall be included with the building permit application and must detail vehicular/pedestrian connections to the community parking lot and the extension of the NW Alexander sidewalk.

5. The boundary line adjustment must be completed prior to the issuance of the building permit.

The motion passed 2-0. (Boardmember Carlson recused himself from the Board action and did not vote.)

ADJOURN REGULAR MEETING: 9:55 am

**TOWN OF COUPEVILLE DESIGN REVIEW BOARD
JOINT WORKSHOP
Design Review Board (DRB) and Island County Historical Review Committee
(HRC)
Thursday, June 25, 2009
10:00A.M.**

Ebey's Landing Design Review – Discussion of Reserve Design Manual

Workshop convened at 10:14 am.

PRESENT: DRB Members Lynda Richards, Stig Carlson, Millie Fonda, Randy Williams. Island County Historic Review Committee (HRC) members: Tom Tack, Gretchen Luxenberg, Mimi Sheridan consultant, Paula Spina, James Moore, Claire Pickard

STAFF PRESENT: Town Planner Larry Kwarsick, Town Clerk-Treasurer Judy Thomas, Island County Consultant Jeff Tate

Mr. Tate explained that the second public hearing of the Joint Planning Commissions is scheduled for July 21, 2009 to hear public input on the Draft Design Manual. The third public hearing of Joint Planning Commissions is scheduled for August 25, 2009.

Mimi Sheriden led the discussion on the Draft Design Manual (provided 6/25/09), Part II, Page 18, New Construction. After considerable discussion all agreed that another meeting needs to be scheduled. Ms. Sheridan asked all to review the sections on New Construction, and Painting and Colors, prior to the next joint workshop.

The next joint workshop was scheduled for Thursday, July 2, 2009 at 10:00 a.m.

ADJOURN: 12:08 p.m.