

**TOWN OF COUPEVILLE
DESIGN REVIEW BOARD MEETING
Tuesday, July 21, 2009
9:00 A.M.**

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

STAFF PRESENT:

Town Planner Larry Kwarsick, Recording Secretary, Nanc Garner

CALL TO ORDER

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

APPROVAL OF MINUTES

The minutes of June 25, 2009 were approved as presented.

NEW BUSINESS

DRB 09-03 - Capt. Joseph Clapp House – 307 NE Front Street – Repaint north façade

Larry Kwarsick explained that the applicant proposes to paint the exterior of the Captain Clapp house at 307 NE Front Street starting with the front façade. The house is designated as a contributing property and a Class 1 structure by the Town of Coupeville. The property lies within the Historic Restoration Overlay District and is “historic site”. The proposal has been reviewed by Ebey’s Landing National Historical Reserve Committee. Boardmember Carlson asked for confirmation of the color scheme which is antique teal for the base paint and colonial red and Dover white colors for the trim and/or sash of the building. The house is in need of painting and Mr. Kwarsick recommends approval.

Board Action: A motion was made by Boardmember Poust, second by Boardmember Williams, to adopt the following staff (three) findings and conclusions in the staff report dated July 16, 2009, and approve DRB 09-03 as submitted:

1. The applicants submitted a complete application and review fee on July 5, 2009, in support of a request to paint the exterior of the house at 307 NE Front Street;
2. The house is 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 proposed paint selection is consistent with the Town’s guidelines for residential structures and with the Secretary of the Interior’s Standards for Rehabilitation of Historic Structures.

The motion passed unanimously.

DRB 09-04 – Sedge Building – 4 NW Front Street – Replace front and rear windows, replace rear door with window, remove rear noncontributing deck, and add screen door.

Larry Kwarsick began by stating for the record, Boardmember Randy Williams is involved with the project and that he under normal circumstances would be expected to recuse himself from the meeting. However, only four board members were present, enough for a quorum. Mr. Kwarsick asked that the Board acknowledge this fact and asked if Boardmember Williams could perform his duties without prejudice and be fair and open. Boardmember Williams said he could.

Planner Kwarsick explained that he has worked with the owners of the property for a number of different reasons and issues. The applicant proposes the following: remove the noncontributing deck

from the north facade and replace the existing door opening with a new tilt wash wood window; the existing adjacent window would also be replaced in kind; repair the existing windows on the south facade and add screen door; replace existing metal casement window on north facade with two double hung tilt wood windows within existing openings. The owner has agreed to make every effort to repair and restore the original Front Street facing windows in place. He will also remove the oil tank and trash bin from deck and add a new bench. The house is designated as a contributing property and a Class 1 structure by the Town of Coupeville. The property lies within the Historic Restoration Overlay District. What is front of the Board today is window replacement

Mr. Kwarsick has taken the proposal to Ebey’s Reserve Committee for review and the owner will amend the application to preserve, not replace the windows.

Board Action: A motion was made by Boardmember Carlson, second by Boardmember Poust, to adopt the following staff (five) findings and conclusions in the staff report dated July 16, 2009, as follows:

1. The applicants submitted a complete application and review fee on July 8, 2009 in support of a request to replace windows and rear door/noncontributing deck on the Sedge Building at 4 NW Front Street.
2. By email the applicant amended the application and informed the town that the original 6-pane fixed sash with 3 pane transom above would be repaired and not replaced;
3. The structure 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;
4. Removal of the contributing deck element can be authorized by the DRB; and
5. The proposed window and door modifications as now proposed are consistent with the Town’s guidelines and with the Secretary of the Interior’s Standards for Rehabilitation of Historic Structures.

And approve DRB 09-04 with the following recommendation:

The applicant consider replacing the windows within the north facade of the Sedge building both now and over time with windows that match the buildings historic past.

The motion passed unanimously.

Action Taken

SGN 09-08 – Whidbey Island Conservation District

For the record Planner Kwarsick wanted to bring forward SGN 09-08 – Whidbey Island Conservation District - a single sign application for a free standing primary sign submitted May 5, 2009. In lieu of holding a regular meeting to consider a single sign application, Board members was polled by email or phone and the majority responded in favor of approval. The application was consistent with town code and approved administratively by Planner Kwarsick. The board concurred with the decision.

ADJOURN REGULAR MEETING: 9:35 am

TOWN OF COUPEVILLE DESIGN REVIEW BOARD – WORKSHOP

Planner Kwarsick explained the Town of Coupeville Planning Commission and the Island County Planning Commission will hold a public hearing on Tuesday, July 28, 2009 at 1 p.m. to consider amendments to the standards and procedures that regulate development within Ebey’s Landing National Historic National Reserve. These amendments modify permit review procedures, development standards, and incorporate references to a companion design manual.

Planner Kwarsick reviewed with the board the proposed draft amendments to the Town sign and parking standards.

The next Design Review Board is scheduled for August 18, 2009
Workshop Meeting Adjourned at 10:05 a.m.