

**TOWN OF COUPEVILLE
DESIGN REVIEW BOARD MEETING
TUESDAY, November 17, 2009
9:00A.M.**

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

STAFF PRESENT:

Town Planner Larry Kwarsick, Recording Secretary, Nanc Garner

CALL TO ORDER

The Meeting was called to order by Chairperson Richards at 9:08 a.m.

APPROVAL OF MINUTES

The minutes of October 20, 2009 were approved as presented.

NEW BUSINESS

DRB 08-04 – View Ridge Investments – Painting, Windows and Doors

Planner Kwarsick explained the applicant proposes a continuation of a prior design process completed in 2008 and during that process reviewed the fundamental design and architecture of the building. The project had been on hold but is now under construction. The project was approved with follow up conditions: final color selections to go with the building and review of exterior material types by the Design Review Board. Applicant Dan Miranda was available to answer questions from the board. Chair Richards and Boardmember Fonda commented how well the building was designed with materials and color and that it would blend in nicely with the surrounding buildings.

Board Action: Motion made by Boardmember Fonda, second by Boardmember Carlson to approve DRB 08-04 View Ridge Investments – Painting, Windows, and Doors based on the following Findings and Conclusions of Law, and staff recommendations 1-4:

1. Applicant submitted an application on October 21, 2009 to seek DRB approval of the colors, siding materials, and door and window selections for commercial structure on the lot at 20 NW Front Street;
2. This proposal is located within the Historic Restoration Overlay District, surrounded by a number of properties designated by the Town of Coupeville as Historic Sites and listed as contributing structures within the Ebey's Landing National Historical Reserve;
3. In their prior action the Design Review Board found that the project was consistent with the appropriate review standards for new construction within the Historic Restoration Overlay District. The site and architectural design are consistent with the standards for commercial buildings listed at CTC16.12.080(C&D), with respect to design continuity, building and

vehicular access, height and bulk and building facades, and with the Secretary of the Interior Standards for additions to historic districts and required that Design Review Board approval was required for the final selection of buildings materials and colors; and

4. Upon review of the materials and colors presented, the DRB finds that the submittals are consistent with the Design Review Board's prior approval and the materials types for the doors and windows are of high quality and conform to the Town's standards for new construction. Motion approved 4-0.

DRB 08-11 – Island Transit Park and Ride – Information only – Project Update

Planner Kwarsick explained the landscaping plan had been previously reviewed and approved by the Design Review Board. He explained the town has received a number of grants and there is a pilot program for a phytoremediation project. Phytoremediation is a proven plant based method of remedying existing poor quality water conditions by root-based uptake of contaminants. Because of the phytoremediation cell is adjacent to the park and ride lot, the consultant encouraged the redesign of the lot landscaping plan. The rain garden would be eliminated and the surface water would flow into the phytoremediation to determine how successful the runoff is being treated. The change resulted in shifting and widening of the landscaping of the ride and share lot and more landscaping has been added along the west boundary west. Planner Kwarsick also stated there was a detention pond constructed adjoining NPS property, consisting of gradual slopes, no fencing and camouflaged to blend in with the surrounding landscape.

Boardmember Williams asked how well the neighboring residences will be shielded from the parking lot lighting and he would like to make sure the DRB reviews the final boundary landscaping plan before approving. Planner Kwarsick responded that Island Transit has made a commitment to reduce glare impacts, provide landscaping filler as well as the addition of a wooden fence to help shield adjacent properties. The kiosk, entry, and bus shelter plans have yet to be submitted for review.

Board Action: none

SGN 09-16 – Port of Coupeville

Planner Kwarsick explained the applicant proposes to replace a previously approved flush mounted sign. Jim Patton, representing the Port of Coupeville was in attendance to answer any questions.

Board Action: Motion made by Boardmember Fonda, second by Boardmember Williams to approve SGN 09-16 – Port of Coupeville based on the following Findings and Conclusions 1-3 and staff recommendations 1-4:

Findings and Conclusions:

1. The applicant submitted a complete application and review fee on November 9, 2009;
2. As primary signs proposed new flush mounted sign for the Port business office is reviewable by the Design Review Board at a public meeting;
3. The proposal as presented is consistent with primary sign standards relating to size, design, and placement.

Recommendation:

1. All unpermitted portable signage must be permanently removed from the site and not displayed offsite.
2. 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'.
3. 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.
4. Any sign light fixture intended shall be 'full cutoff' fixtures as defined by the Illuminating Engineering Society of North America.

Motion approved 4-0

Staff Report – Ebey’s Reserve Initiative

Planner Kwarsick reported on the status of Ebey’s Reserve initiative and that the Town Planning and County Commissions have been meeting jointly to discuss the proposed development of a unified design process and to hear public comment. The Town Planning Commission will meet on December 1, 2009 to deliberate on the proposed amendments to the standards and procedures that regulate development within Ebey’s Landing National Historic Reserve. Both the county and town planning commissions will make a recommendation to the Town Council in December. The DRB should continue to function well into 2010.

AUDIENCE INPUT - none

ADJOURN 9:45 a.m.