

**TOWN OF COUPEVILLE  
DESIGN REVIEW BOARD MEETING  
Tuesday, April 20, 2010  
9:00 A.M.**

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

**STAFF PRESENT:**

Planning Intern, Emmy Atwood, Recording Secretary, Nanc Garner

**CALL TO ORDER**

The Meeting was called to order by Boardmember Fonda at 9:10 a.m.

**APPROVAL OF MINUTES**

The minutes of March 16, 2010 were approved as presented.

**NEW BUSINESS**

**SGN 10-06 – Sign Application – Front Street Grill – 20- NW Front Street**

Planning Intern Atwood explained the applicant proposes to install signage for three businesses, located at 20 & 18 NW Front Street. Three discreet signs are being proposed on the South façade of the building facing Front Street:

1. Front Street Grill, single-sided wall (flush) mounted sign
2. Front Street Grill, double-sided hanging sign mounted perpendicular to building façade
3. Coupeville Waterfront Lodging and Viewridge Construction, single-sided wall mounted sign.

**Board Action:** Motion made by Boardmember Poust, second by Boardmember Usher to approve SGN 10-06 – Sign Application - Front Street Grill at 20 NW Front Street based on the following Findings and Conclusions 1-4 and Recommendations 1-5.

**Findings and Conclusions**

1. The applicant submitted a complete application on March 23, 2010, in accordance with CTC 16.28.060(C);
2. As primary signs, the proposed signs are reviewable by the Design Review Board at a public meeting;
3. For the proposed signage to be consistent with primary sign standards relating to placement, color, material, lighting and design contained at CTC 16.28.040(A), the applicant must mount the double-sided hanging sign for Front Street Grill so that:

- a. Clearance under the lowest point of the sign shall not be less than eight feet, and
  - b. Sign shall not extend more than four feet from the building.
4. The proposal size amounts to 19.5 square feet which is within the allocated sign area.

#### Recommendation

1. The Front Street Grill double-sided hanging sign shall be mounted in accordance with CTC so that:
  - a. Clearance under the lowest point of the sign shall not be less than eight feet, and
  - b. Sign shall not extend more than four feet from the building.
2. While there is significant signage allowance remaining, the opinion of the staff is that the signs proposed constitute adequate and appropriate signage for the buildings of interest, given their location within the historic downtown waterfront and pedestrian area. Any additional signage should be incidental such as signage displaying hours of operation.
3. 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".
4. 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.
5. Any sign light fixture intended shall be 'full cutoff' fixtures as defined by the Illuminating Engineering Society of North America.

Motion Approved 5-0

#### **SGN 10-07 – Kevin Tinker of Action Sign & Graphics (representing Marcia VanDyke of Whidbey News-Times)**

Planning Intern Atwood explained the applicant is proposing to install a sign representing Whidbey News Times, South Whidbey Record, and Northwest Navigator, currently occupying the commercial space at 107 S Main Street, Suite E-101. A flush-mounted ¼" Alu-panel sign measuring 10' wide and 2'8" tall is proposed to be installed on the building façade. In addition, a sign will be added to the existing directory signage board located at the entrance to the building complex. There is currently a sandwich board sign on the sidewalk which will be allowed for 30 days only, for this business in a new location. After much discussion about the color of the sign, the Board recommended that the wooden frame be painted the same color as the trim of the building.

**Board Action:** Motion made by Boardmember Carlson , second by Boardmember Williams to approve SGN 10-07 – Sign Application – Kevin Tinker of Action Sign & Graphics (representing Marcia VanDyke of Whidbey News-Times) based on the following Findings and Conclusions 1-5, the recommendation that the wooden frame be painted the same color as the trim of the building and the following Condition.

Findings and Conclusions:

1. The applicant submitted a complete application on April 5, 2010, in accordance with CTC 16.28.050(C);
2. The primary sign proposed is reviewable by the Design Review Board at a public meeting;
3. The proposal size amounts to 26.56 square feet which is within the allocated sign area;
4. The staff recommends that a wooden frame be added to the perimeter of the proposed sign. The objective of this recommendation is to camouflage any exposed metal attachments/screws and to better match the building architecture and setting;
5. In addition to the primary sign, Whidbey News-Times may be represented in the existing directory sign as defined by CTC.

*Directory Sign. Occupants of buildings or groups of related buildings containing more than one business may erect or install a directory of businesses located within that building or groups of buildings. This directory shall be one integrated sign of uniform design and may be in excess of the maximum sign area allowed in this chapter provided it does not exceed one square foot of sign area for each business located within, plus two square feet of sign area to identify the name and/or address of the building or group of buildings. This sign may be mounted upon the building or freestanding. If freestanding, each side may contain the above permitted sign area.*

#### Recommendation

A wooden frame is added to the perimeter of the proposed sign. The objective of this recommendation is to camouflage any exposed metal attachments/screws and to better match the building architecture and setting.

Motion approved 5-0

**ADJOURN 9:35 a.m.**