

**TOWN OF COUPEVILLE  
SPECIAL DESIGN REVIEW BOARD MEETING  
Town Hall Conference Room  
Thursday, May 5, 2011  
9:00 A.M.**

**BOARD MEMBERS PRESENT:** Chair Lynda Richards, Boardmembers Chuck Poust, Stig Carlson, and Randy Williams  
Absent: Boardmember Millie Fonda

**STAFF PRESENT:**  
Planner Larry Kwarsick, Recording Secretary Nanc Garner

**CALL TO ORDER**  
The Meeting was called to order by Chair Richards at 9:00 a.m.

**APPROVAL OF MINUTES**  
The minutes of January 11, 2011 were approved as presented.

**NEW BUSINESS**

**1. DRB 11- 02 – Fairhaven House – Accessory Structure – 911 NW Colburn Street**  
Planner Kwarsick explained the applicant proposes to replace the existing non-inhabitable accessory structure on the Fairhaven House property with an enlarged accessory structure that will include a single car garage, game room and garden shed. Boardmember Williams inquired about the architecture status of the plans provided.

**Board Action:** Motion by Boardmember Poust, second by Boardmember Williams to approve DRB 11-02 – Fairhaven House – Accessory Structure – 911 NW Colburn Street based on the following Findings and Conclusions 1-5 and Recommendation to approve.

Findings and Conclusions

1. Applicant submitted a completed application and review fee on April 5, 2011 in support of a request to construct within the Ebey's Landing National Historical Reserve;
2. The Fairhaven House is a designated Town of Coupeville Historic Site and is listed as a contributing structure within the Ebey's Landing National Historical Reserve;
3. The construction of a new structure inside the Historic Restoration Overlay District is reviewable by the DRB;
4. The proposed construction is consistent with the Town's guidelines and with the Secretary of the Interior's Standards for Rehabilitation of Historic Structures; and
5. New structures should be designed and constructed so that the character-defining features of the historic building are not radically changed, obscured, damaged, or destroyed in the process of rehabilitation and the addition as shown in the materials provided, is compatible and appropriate new construction.

Motion Approved 4-0

**2. DRB 11- 03 – Roof Replacement – Terry’s Dryer/Trader’s Wharf/Windjammer – 22 NW Front Street**

Planner Kwarsick explained this application is to replace the existing galvanized metal gable roof in-kind with a new metal roofing on a designated historic structure. Planner Kwarsick and Building Official Snyder met with the contractor, Dan Miranda to go over the project and determined that some of the old roofing material was salvageable. The roof would be replaced with same color as similar in appearance as before. The project went through a shoreline exemption process and was reviewed by Ebey’s Reserve Committee. Time is of the essence and the project needs to be completed as soon as possible.

**Board Action:** Motion by Boardmember Carlson, second by Boardmember Williams to approve DRB 11-03 – Roof Replacement – Terry’s Dryer/Trader’s Wharf/Windjammer – 22 NW Front Street based on the following Findings and Conclusions 1-3 and Recommendation to approve.

Findings and Conclusions

1. Applicant submitted a complete application and review fee on April 21, 2011 in support of a request to replace the roof of the Terry’s Dryer/Trader’s Wharf/Windjammer at 22 NW Front Street. The building is a designated Town of Coupeville Historic Site and is listed as a contributing structure within the Ebey’s Landing National Historic Reserve;
2. The exterior repair of a historic is reviewable by the DRB; and
3. The proposed replace and replacement in-kind is consistent with the Town’s guidelines and with the Secretary of the Interior’s Standards for Rehabilitation of Historic Structures.

Motion Approved 4-0

**3. SGN 11- 02 – Coupeville Natural LLC – 404 North Main Street**

Planner Kwarsick explained the applicant proposes to install one flush-mounted primary sign, centered above the door of the building at 404 North Main Street.

**Board Action:** Motion by Boardmember Poust, second by Boardmember Williams to approve SGN 11-02 – Coupeville Natural LLC – 404 North Main Street based on the following Findings and Conclusions 1-4 and Recommendation to approve.

Findings and Conclusions

1. The applicant submitted an application on March 31, 2011, in accordance with CTC 16.28.050(C);
2. The primary sign proposed is reviewable by the Design Review Board as a public meeting;
3. The proposal size amounts to 16 square feet and within the allocated sign area; and
4. The proposal is consistent with all primary sign standards contained at CTC 16.28.040(A), including those related so size, placement, color, material, lighting and design.

Motion Approved 4-0

**4. & 5. SGN 11-03 Caffeine Effect and SGN 11-04 Uptown Hair Studio – 504 North Main Street**

Planner Kwarsick explained the structure has had dual occupancy for some time and that on April 14, 2011, Action Sign and Graphics submitted a new sign design and sign structure for the coffee shop, Caffeine Effect, and Uptown Hair Studio, both located at 504 North Main Street, Suite A. The proposed doubled –sided signs will read:

‘Caffeine Effect, Espresso, Goodies, Lunch and Wi-Fi’ and ‘Uptown Hair Studio’

**Board Action:** Motion by Boardmember Poust, second by Boardmember Williams to approve SGN 11-

03 Caffeine Effect and SGN 11-04 Uptown Hair Studio based upon the following Findings and Conclusions 1-3 and Recommendation 1-3.

Findings and Conclusions

1. A new sign design was submitted for review on April 14, 2011;
2. As a primary sign, the proposed freestanding sign for Caffeine Effect and Uptown Hair Studio at 504 North Main Street, Suite A, are reviewable by the Design Review Board at a public meeting;
3. The proposals are consistent with the existing sign standards.  
size amounts to 16 square feet and within the allocated sign area; and

Recommendation:

1. The freestanding sign may not be located within the public right-of-way; and
2. The display of a portable is not permitted.
3. With the remaining sign allocation, the businesses could collaborate on an incidental sign hanging below the lower sign which displayed hours of operations or whether a business were open or closed.

Motion Approved 4-0

**6. SGN 11-05 – Eagles Song Health and Wellness – 12 NW Front Street**

Planner Kwarsick explained there is a new business at 12 NW Front Street. The structure has gone through some renovations and partitioned into two businesses. The first business was Far From Normal. This is an application for a doubled-sided canopy sign which will read ‘Eagles Song Health and Wellness’. Boardmember Carlson asked if the sign is vinyl and Planner Kwarsick responded that the sign is wooden and will match the color of the building as close as possible.

**Board Action:** Motion by Boardmember Poust, second by Boardmember Williams to approve SGN 11-05 Eagles Song Health and Wellness – 12 NW Front Street based on the following Findings and Conclusions 1-4 and Recommendation to approve subject to payment by the applicant of the sign application fee.

Findings and Conclusions

1. A new signs design was submitted for review on May 2, 2011;
2. As primary signs, the proposed canopy and window signs for Eagles Song Health and Wellness at 12 NW Front Street, Suite A, are reviewable by the Design Review Board at a public meeting; and
3. The proposal is consistent with the existing sign standards.

Motion Approved 4-0

**AUDIENCE INPUT**

Ciao restaurant is set to be open possibly by the weekend. The canopy is up but there is no signage.

The Council approved an amendment to the town zoning ordinance last week. The new ordinance allows for residents to occupy a historic home in a commercial zoning district without going through a Conditional Use Permit.

Planner Kwarsick reported on the progress of producing a draft final manual and unified code with joint workshops scheduled end of June and end of July as well as a public hearing process to adopt it. One item that continues to be discussed is the color issue and paint palette. The Board asked about their position on the board and Planner Kwarsick with discuss this with the Mayor.

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