

**TOWN OF COUPEVILLE  
DESIGN REVIEW BOARD MEETING  
TUESDAY, May 18, 2010  
9:00A.M.**

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

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

**CALL TO ORDER**  
The meeting was called to order by Chairperson Richards at 9:10 a.m.

**APPROVAL OF MINUTES**  
The minutes of April 20, 2010 were approved as presented.

**NEW BUSINESS**

**1. DRB 10-02 – Prairie Station – Signage, Bus Shelter, and Kiosk – 201 South Main Street**

Planner Kwarsick explained that since the Prairie Station project was presented to the DRB as a unified development proposal, it is staff's opinion that the remaining elements of signage, bus shelter and kiosk be submitted for review by the DRB as "special site enhancements". Project representative Tim Goodman provided a project overview with regards to signage and lighting elements. The kiosk will include rider information (schedules, maps) panels and be located at the trail head on a triangular piece of concrete with logos from Island Transit, National Parks Service and the Town of Coupeville. The stairway connection will include a viewing platform and bench before the stairs. There will be one surveillance camera installed in the parking lot. The bus shelter structure includes a corrugated roof, with overhang, frosted back glass back with two art tile inserts. Planner Kwarsick explained because of the Town's phyto remediation project there will be more room between the stalls and wall and provides additional landscaping buffering. The Town of Coupeville will complete the connecting trail this summer.

**Board Action:** Motion made by Boardmember Fonda, Second by Boardmember Richards to approve DRB – Sign 10-02 Prairie Station – Signage, Bus Shelter, and Kiosk -201 South Main Street based on the following Findings and Conclusions 1-4, Recommendations 1-6 and condition the board members who were not in attendance be polled to verify their decision.

Findings and Conclusions

1. The applicant submitted a complete application and review fee on May 3, 2010.
2. The Town of Coupeville and the Ebey's Landing National Historical Reserve have launched a new cooperative program to evaluate new construction/historic structure alteration projects to ensure maximum conformity to the Secretary of Interior and the Town Community Design standards.
3. The applicant and their designer met with Hank Florence, NPS Architect, and Jon Roberts, Trust Board member, to discuss the proposal on May 4, 2010 and their suggestions made have been incorporated into the final design.
4. The proposed sign proposals and site enhancements are consistent with the Town's guidelines.

Recommendations: Motion to adopt the findings noted above with the following recommendations.

1. Commercial signage displayed in the freestanding/directory sign must be of uniform design and comply with the size limitations specified in the staff report. The signs must be submitted to the Town for approval.
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.
5. No illuminated or neon signs are permitted.
6. No un-permitted signs may be displayed and until such time as all tenants apply for and receive sign permits, no additional signs or occupancy permits will be issued for the building.

Motion Approved 2-0 with the condition that the board members who were not in attendance be polled to verify their decision. \*\*Note-Confirmation was received from DRB members confirming approval.

## **2. DRB 10-03 – Onsite Relocation of Historic Home (Horace Holbrook House) Alteration, Addition, and Painting – 805 NW Alexander**

Planner Kwarsick explained the applicant is proposing to relocate the Horace Holbrook House on the existing parcel, construct a bedroom addition to the west façade, add a new deck to the north façade, alter entrance locations and several windows, repair existing windows and repaint the Holbrook house at 805 NW Alexander. The home has been on the market for some time and the new owner, Michelle Cook has a complete understanding of what it would take to occupy the home, make alterations to the historic structure and site relocation. The proposal is to relocate the home uphill more centered on the lot and have the home primarily oriented towards and readdressed off of Grace Street. The home has never been used commercially and will continue to be used for residential use. Board member Fonda asked for clarification with regards to the addition, windows and roofing. It was recommended that the existing two non standard windows on the east façade be replaced to match historic windows style. There was discussion about roofing, paint colors, accent and gables and it was recommended to the client that the sticks in the eaves be painted consistent with the proposed accent color. Ms. Cook was commended by all for taking on the historic home restoration project, and its significance to the Town because of the burden she has taken on will help to showcase to others what can be done. Ms. Cook offered board members a walk-through of the property prior to renovation construction.

**Board Action:** Motion made by Boardmember Richards, second by Boardmember Fonda to approve DRB 10-03 – Onsite Relocation of Historic Home (Horace Holbrook House) Alteration, Addition, and Painting – 805 NW Alexander based on the following Findings and Conclusions 1-5, the following Recommendations and condition that the board members who were not in attendance be polled to verify their decision.

Findings and Conclusions:

1. The applicants submitted a complete application and review fee on May 3, 2010.
2. The house is designated Town of Coupeville Historic Building and is listed as a ‘contributing structure’ within the Ebey’s Landing National Historical Reserve;

3. The Town of Coupeville and the Ebey's Landing National Historical Reserve have launched a new cooperative program to evaluate new construction/historic structure alteration projects to ensure maximum conformity to the Secretary of Interior and the Town Community Design Standards.
4. The applicant and their designer met with Hank Florence, NPS Architect and Mark Preiss, Reserve Manager, to discuss the proposal on May 4, 2010 and suggestions made have been incorporated into the final design.
5. The proposed additions and relocation are consistent with the Town's guidelines and with the Secretary of the Interior's standards for Rehabilitation of Historic Structures.

Recommendation: Motion to adopt the findings noted above with the recommendation the client and designer consider reviewing paint colors for the sticks in the eaves and additional window replacement on the east façade.

Motion Approved 2-0 with the condition that the board members who were not in attendance be polled to verify their decision. \*\*Note-Confirmation was received from DRB members confirming approval.

### **3. SGN 10-08 – Sign Application – Cove Restaurant – 602 North Main Street – The Cove Thai Cuisine**

Planner Kwarsick explained that the applicants propose to revise the existing signage for The Cove Thai Cuisine at 602 N Main Street. The existing freestanding wooden 'fish' sign will remain, in addition to the flush-mounted wooden Thai costume sign facing the side street. All sandwich-board signs and decorative flags will be removed with the exception of the American flag and the possible addition of a Thai flag. Planner Kwarsick has tried to express to the clients the signage standards and how it relates to an historic home but there is a language barrier. Upon meeting with the clients, they have agreed to make the primary freestanding sign in the front yard a 'fish' design with a suspended Thai food sign in the same color/design and a sign noting the hours of operation located in the yard. The clients will remove all portable signs.

The Design Review Board recommended that the Thai illustration picture on the front door be removed but the wording could stay.

**Board Action:** Motion made by Boardmember Fonda, second by Boardmember Richards to approve SGN 10-08 – sign application – Cove Restaurant – 602 N Main Street – The Cove Thai Cuisine based on the following Findings and Conclusions 1-4, the following recommendation and condition that the board members who were not in attendance be polled to verify their decision.

#### **Findings and Conclusions**

1. The applicants submitted an application on April 20, 2010, in accordance with CTC 16.28.050(C), and staff held an on-site follow-up meeting with the applicant on May 13, 2010;
2. The primary signs proposed are reviewable by the Design Review Board at a public meeting.
3. The proposal size amounts to 45.25 square feet which is within the allocated sign area.
4. The staff has communicated to the applicant that sandwich-board signs and decorative flags are not compatible with the historic structure. Incidental signs such as hours of operations and "Open/Closed" signage is acceptable if the design/color are complimentary of the primary sign.

Recommendation: Motion to adopt the findings noted above with the recommendation the client remove the Thai illustration picture at entrance to building and be replaced by similarly sized flush mounted sign matching the freestanding 'fish' sign in style and color.

Motion Approved 2-0 with the condition that the board members who were not in attendance be polled to verify their decision. \*\*Note-Confirmation was received from DRB members confirming approval.

**ADJOURN 10:20 a.m.**