

**TOWN OF COUPEVILLE
DESIGN REVIEW BOARD MEETING
MINUTES
Tuesday, June 28, 2011
9:00 A.M.**

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

STAFF PRESENT:
Planner Larry Kwarsick, Recording Secretary, Laurel Wilsey

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

APPROVAL OF MINUTES
The minutes of May 24, 2011 were approved as presented.

NEW BUSINESS

SGN 1106 – Jared Ware (511 Morris Street LLC)
Planner Kwarsick explained that the applicant Jared Ware d.b.a. 511 Morris Street LLC submitted a new sign design and sign structure for the Fire Hall, located at 905 NW Alexander Street. The proposed doubled-sided projecting sign (blade sign) will reflect the occupants and use of the fire hall. The DRB members reviewed the application and requested that the applicant modify the signage. Included was a request by the applicant of a historical (non-business oriented sign). The sign would in the location and have the same shape of the Engine 55 sign, but would use the same colors as the blade sign and the words would be “Historic Town Fire Hall”. Discussion followed

Board Action: Motion made by Boardmember Poust, second by Boardmember Williams to adopt the finding and conclusions and approve SGN 11-06 as modified to include the historical sign requested.

Findings and Conclusions

1. A new signs design was submitted for review on June 16, 2011;
2. As primary signs, the proposed signs for the Historic Fire Hall are reviewable by the Design Review Board at a public meeting;
3. The proposal is consistent with the existing sign standards.

Motion Approved 5-0

SGN 11-07 – Coupeville Coffee and Bistro
Planner Kwarsick explained that the applicant Prinnakarn Blouin is seeking authorization for signage for her business at 200 South Main Street. The applicant would like to put up two new flush mounted primary signs; one mounted on the east street facing façade and one above the entry door facing the rear parking lot. Short discussion followed.

Board Action: Motion made by Boardmember Fonda, second by Boardmember Carlson to adopt the following Findings and Conclusions 1-3 and approve SGN 11-07- Coupeville Coffee and Bistro, subject to the following conditions:

1. 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”.
2. 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.
3. Any sign light fixture intended shall be “full cutoff” fixtures as defined by the Illuminating Engineering Society of North America.
4. Any additional signage including portable or temporary signage shall not be installed without the prior approval of the Town.

Findings and Conclusions:

1. The applicant submitted a complete application and review fee on June 15, 2011 in accordance with CTC 16.28.050;
2. As primary signs, the proposed new signs at Suite B at 200 South Main Street are reviewable by the Design Review Board at a public meeting;
3. The proposal as submitted meets the adopted standards.

Motion Approved 5-0

SGN 11-08 – Coupeville Florist

Planner Kwarsick explained that in December of 2010, the DRB approved modifications to the building at 7 South Main Street to create two leasable spaces. Coupeville Florist leasing one of the two spaces has submitted an application for a flush mounted sign based upon a shared allocation of the allowable signage. A short discussion followed. Each business would have a flushed 10 sq. ft. sign.

Board Action: Motion made by Boardmember Poust, second by Boardmember Fonda to adopt the findings and conclusions and approved SGN 11-08 as submitted with the following conditions on lighting and additional signage:

1. 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.
2. 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.
3. Any sign light fixture intended shall be “full cutoff” fixtures as defined by the Illuminating Engineering Society of North America.
4. Any additional signage including portable or temporary signage shall not be installed without the prior approval of the Town.

Findings & Conclusions:

1. The applicant submitted a complete application on June 1, 2011, in support of a request to install tenant signage for the Coupeville Florist at 7 South Main Street;

2. The proposed tenant signage is consistent with the primary sign standards related to size, placement, lighting and materials;
3. The proposed colors and design of the sign are simple and appropriate to the site and building.

Motion approved 5-0

SGN 11-09 – Town of Coupeville - Coupeville Recreation Hall

Planner Kwarsick explained that this sign application was not scheduled, but the Town of Coupeville is seeking approval for the flushed sign at the Coupeville Recreation Hall.

Board Action: Motion made by Boardmember Fonda, second by Boardmember Williams to approve SGN 11-09 as submitted.

Motion approved 5-0

DRB 11-06 – Plat of Coupeville Reserve – Lots #8 – Single Family Home

Planner Kwarsick explained that the applicant has filed a building permit application for a single family home in the approved plat of Coupeville Reserve. The home is proposed for Lot 8 and is accessed via a joint driveway to NE Fourth Street. A primary concern by the boardmembers was the color of the garage door. They felt that the garage door should be painted a darker shade of gray than the home itself. Boardmember Fonda asked what the objection to putting windows in the garage. Planner Kwarsick stated that the applicant was not opposed, but the owner did not want windows because of security reasons. Boardmember Fonda asked what a filter fence was. Planner Kwarsick stated that it controlled erosion.

Board Action: Motion made by Boardmember Fonda, second by Boardmember Williams that the DRB finds that the house plan is consistent with the key elements of the Lower Sunset Terrace subarea and conditions of plat approval and approves the house plans with the following condition and with the recommendation that the garage door be painted in a darker shade of gray to diminish its appearance to the rest of the home.

Condition:

The applicant shall comply with the approved drainage and landscape plans to include a rain garden and pervious driveway surfacing as a condition of issuance of the occupancy permit.

Motion approved 5-0

AUDIENCE INPUT - none

ADJOURN 9:30 a.m.