

**TOWN OF COUPEVILLE
DESIGN REVIEW BOARD MEETING**

**Service Alternatives
20 NW First Street
Tuesday, October 19, 2010
9:00 A.M.**

BOARD MEMBERS PRESENT: Chair Lynda Richards, Boardmembers Chuck Poust, Stig Carlson, Randy Williams, Jill Usher, and 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 August 24, 2010 were approved as presented.

NEW BUSINESS

1. SGN 10-10 – Counseling on Whidbey – 107 S. Main Street – Suite A201

Planner Kwarsick explained the applicant proposes to install signage for Counseling on Whidbey, currently occupying the commercial space at 107 S Main Street, Suite A-201. A projecting []” sign measuring 8” wide and 3’ long is proposed to be installed above the entry door.

The board members were previously polled and asked to respond back with a decision. All responded in favor of approval.

Board Action: Motion by Boardmember Fonda, second by Boardmember Usher to approve SGN 10-10- Counseling on Whidbey – 107 S Main Street – Suite A201 based on the following Findings and Conclusions:

1. The applicant submitted an application on August 26, 2010, in accordance with CTC 1616.28.050(C);
2. The primary signs proposed are reviewable by the Design Review Board at a public meeting; and
3. The proposal size amounts to 2 square feet of additional signage which is within the allocated sign area and the sign meets the Town sign standards.

Motion Approved 5-0

2. SGN 10-11 – Whidbey General Surgery Services – 107 S Main Street – Suite A201

Planner Kwarsick explained the applicant proposes to install signage for Counseling on Whidbey, currently occupying the commercial space at 107 S Main Street, Suite F-201. A projecting [] sign measuring 24” wide and 36” long is proposed to be installed above the entry door.

The board members were previously polled and asked to respond back with a decision. All responded in favor of approval.

Board Action: Motion by Boardmember Fonda, second by Boardmember Usher to approve SGN 10-11 – 107 S Main Street – Suite F201 based on the following Findings and Conclusions:

1. The applicant submitted an application on August 26, 2011, in accordance with CTC 16.28.050(C);
2. The primary signs proposed are reviewable by the Design Review Board at a public meeting; and
3. The proposal size amounts to 6 square feet of additional signage which is within the allocated sign area and the sign meets the Town sign standards.

Motion Approved 5-0

3. SGN 10-12 – Coupeville Physical Therapy – 15 NW First Street

Planner Kwarsick explained the applicant proposes to install signage for Coupeville Physical Therapy, currently occupying a portion of the commercial space at 15 NW First Street. Vinyl graphic window signs are proposed for two of the street facing windows on the north side of the building. The applicant has met the sign standards and staff recommends approval.

Boardmember Fonda was concerned about the use of white vinyl lettering on windows but Planner Kwarsick explained that historically it has been approved in the past. There are new sign standards that have been drafted but not yet approved that will allow for white lettering in the new code.

Board Action: Motion by Boardmember Poust, second by Boardmember Williams to approve SGN 10-12 - Coupeville Physical Therapy – 15 NW First Street with the understanding that under current sign standards, white vinyl signage on windows can be approved if business is located outside the historical overlay district but that it is not part of the current code. Motion was made based on the following Findings and Conclusions.

1. The applicant submitted an application on September 15, 2010, in accordance with CTC 16.28.050C;
2. The primary signs proposed are reviewable by the Design Review Board at a public meeting; and
3. The proposal amounts to 31 square feet of additional signage which is within the allocated sign area and the sign meets the Town sign standards.

Motion Approved 5-0

4. SGN 10-13 – Whidbey Island Conservation District – 1 NE 4th Street

Planner Kwarsick explained the Whidbey Island Conservation District is moving into the Williams House. The applicant proposes a new single sided freestanding primary sign which is listed as a primary sign. The sign will not be placed perpendicular to the street but parallel. This is an allowable sign and Design Review Board had previously approved the Williams House renovation and parking at this location. The new location for the Whidbey Island Conservation District will make them more visible and considering what they do for the community, it is appropriate for them to be located in an historic home.

Board Action: Motion by Boardmember Usher, second by Boardmember Poust to approve SGN 10-13 - Whidbey Island Conservation District – 1 NE 4th Street based on the following Findings and Conclusions:

1. The applicant submitted a complete application and review fee on October 7, 201201, in accordance with 16. 28.050(C):
2. As a primary sign, the proposed Whidbey Island Conservation District sign is reviewable by the Design Review Board at a public meeting; and
3. The proposed is consistent with all primary sign standards contained at CTC 16.28.040, including those related to number, size, placement, color, material and lighting.

Motion Approved 5-0

5. DRB 10-09– Application for Certification of Special Valuation on Improvements to Historic Property – 704 South Main Street

Planner Kwarsick explained the applicant, Gretchen Luxenberg submitted an application for special valuation. The home was on the original inventory prepared by Ebey's Landing National Historic Reserve and considered to be a contributing structure. Over time modifications were made to the structure that diminished its historic integrity and it was determined to be noncontributing. It was purchased by the applicant who wanted to rehabilitate and restore the home. Upon completion it was resubmitted for review and is back on the historic register and qualifies as an historic home. Planner Kwarsick explained the special valuation/tax relief program to the board. He has reviewed the application as presented and the values to determine if they qualify and recommend the Design Review Board authorize the Chair to sign the agreement.

Board Action: Motion made by Boardmember Williams, second by Boardmember Fonda to approve DRB 10-09 – Application for Certification of Special Valuation on Improvements to Historic Property and authorizes the Chair to sign the agreement.

Approved 6-0

AUDIENCE INPUT - none

STAFF REPORT

Planner Kwarsick handed out to each board member as FYI, a copy of the latest draft of the Ebey's Landing National Historical Reserve design manual. He noted it is a few steps away from being adopted. He encouraged the Board to review the draft and would appreciate any feedback or comments they may have. The graphics are just placeholders and detailed illustrations will be added later.

The Fire Hall application has been submitted. The covered area over the public restrooms were not added and the biggest issue for now is how the fire code applies to this mixed use occupancy.

ADJOURN 9:30 a.m.