

**TOWN OF COUPEVILLE
DESIGN REVIEW BOARD MEETING
Tuesday, January 19, 2010
9:00 A.M.**

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

STAFF PRESENT:

Town Planner Larry Kwarsick, Recording Secretary, Nanc Garner

CALL TO ORDER

The Meeting was called to order by Chair Richards at 9:05 a.m.

APPROVAL OF MINUTES

The minutes of November 17, 2009 were approved as presented.

NEW BUSINESS

SGN 10-01 – Sign Application – Kimo’s Island BBQ – 606 North Main Street

Planner Kwarsick explained the applicant proposes to install a freestanding sign for Kimo’s BBQ at 606 North Main Street. The sign is for a new restaurant in town in a building that was formerly a tea room and there is a history of restaurant usage at this piece of property. This is a historic home and because a restaurant use of the property has been continuous and preceded the Town’s current offsite parking requirements, parking is not required for the restaurant use. The applicant indicated he plans to provide offsite parking and has provided a plot plan for review. The Design Review Board requested that the applicant limit colors for signage to 3 and use a uniform font and font color. The sign must also be reduced in size to conform with to the sign allowance standards of the Town. Planner Kwarsick amended the staff report to reflect the Board’s recommendation.

Board Action: Motion made by Boardmember Carlson, second by Boardmember Usher to approve SGN 10-01 Sign Application – Kimo’s Island BBQ – 606 North Main Street based on the following Findings and Conclusions 1-4 and Conditions 1-8

Findings:

1. The applicant submitted a complete sign application on January 4, 2010, in support of a request to install a freestanding sign at Kimo’s BBQ, 606 North Main Street;
2. The proposed freestanding sign is reviewable by the Design Review Board, in conformance with CTC 16.28.050(A)(1);
3. While parking is not required it is encouraged when a parcel has the capacity to do so without

impact to the historic character of the site and neighborhood;
4. the proposal is consistent with all primary sign standards contained in CTC 16.28 040.(A), including those related to size, placement, height, colors and materials.

Conditions:

1. The sign must be reduced in size to conform to the sign allowance standards of the Town as follows:

*Allowable square footage is determined by calculating 5% of the elevation facing the street. As shown on the attached "Worksheet for Sign Applications," the building frontage on North Main Street totals 450 square feet, allowing up to 22.5 square feet of sign area. The proposed sign (an oval) totals 6.8 square feet per side for a subtotal of 13.6 square feet. Doubling this total for a freestanding sign affords a total request of 27.2 square feet, or 4.7 square feet over the sign allowance. **In order to meet the sign limitations the sign dimensions must be reduced to 2.25 by 3.25.** The incidental signs at 2 square feet each, will not be added to the total to determine conformity with the sign allowance.*

2. In general, signs should be limited to two main colors and a background color; however, consideration will be given to multi-colored signs in keeping with the purpose of this chapter.

The Design Review Board approved the sign provided that the total number of colors, not including the letter colors, was limited to 3 colors. The DRB expressed a concern about the fonts selected for lettering and suggest a uniform font and uniform font color.

3. As a pre-existing use and continuous restaurant use, no parking is required but low impact parking could be developed on rear portion of property. The hedgerow along NW 6th and the south property line is not to be removed, but blackberry clearing is o.k. No trees to be removed from the property. Parking is potentially available for 7 cars onsite.

4. The approved signage should include "parking in rear signage" with the primary sign and a sign along NW 6th stating "Parking for Kimos". No parking on NW 6th is allowed.

5. The project should include gravel pathway from parking area to the entry if parking is provided.

6. 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".

7. 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.

8. Any sign light fixture intended shall be "full cutoff" fixtures as defined by the Illuminating Engineering Society of North America.

Motion Approved 3-0

SGN 10-02 – Sign Application – Cascade Insurance Agency LLC – 404 South Main Street
Planner Kwarsick explained the applicant proposes to install two flush mounted signs for Cascade Insurance Agency LLC at 404 South Main Street. The applicant was available to answer any questions. The applicant stated one change to the proposal was that the owners wanted to modify the color of the building and submitted a revision to the colors for signage.

Board Action: Motion made by Boardmember Usher, second by Boardmember Carlson to approve SGN 10-02 – Sign Application – Cascade Insurance Agency LLC – 404 South Main Street based on the following Findings 1-3 and Recommendation 1-4 with the condition to amend the colors as presented on 1/19/2010 and block lettering used for signage.

Findings:

1. The applicant submitted a complete sign application on January 12, 2010, in support of a request to install a freestanding sign at Cascade Insurance Agency LLC, 404 South Main Street;
2. The proposed freestanding sign is reviewable by the Design Review Board, in conformance with CTC 16.28.050(A)(1);
3. The proposal is consistent with all primary sign standards contained in CTC 16.28.040(A), including those related to size, placement, height, colors and materials.

Recommendation:

The approved signage should include “parking in rear signage” together with the primary signs.

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.

Motion approved 3-0.

PUBLIC HEARING

DRB 09-02 – Unity Church – 709 South Main Street

Planner Kwarsick explained the hearing process. He will present the staff report after which the Design Review Board can ask questions. Stuart Woods, the applicant, will answer any questions

and can address the Design Review Board with comments of his own. Members of the public are invited to provide testimony and to ask questions of the board and of the applicant. The public hearing will then be closed for comments.

Mr. Kwarsick explained that the applicant is seeking design approval for a new church at 706 South Main Street. He stated that the Town Council has already approved a CUP for the church for public quasi use on this low density residential zoned parcel. Tonight, the Design Review Board will hear about design elements, in particular the church steeple design, landscaping and site design. Mr. Kwarsick stated that within 15 days of the decision of the Design Review Board, the applicant may appeal the decision as stated in the Town Code to the Town Council for their consideration. He provided background and analysis of the project. The application is for a small community church with a height limit that is below the standard, and is not much larger than a residential structure. Utilization of the church is less than a acre and the rest of the land will be used as open space and passive use of recreation. The church will be screened as part of an existing hedge row. The primary concern has been the architectural rural appearance of the building and recommended it be modified to be more nondescript in nature and to disguise its purpose by architecture and color. Mr. Kwarsick explained that the applicant Stuart Woods, was in attendance. Mr. Woods prefers the first option of the steeple and would like the church building to be painted a light color. He brought color samples for the board to review and would like the end result to be a classic design that will last al life time.

Chair Richards declared the public hearing open at 9:40 a.m.

Bill Skubi - 281 Fort Casey Road stated he owns the home at 707 S Main Street across the street from the proposed church site. As property owners, he thanked the Design Review Board for what they do. He stated the property has been in his wife's family since 1910 and he is here so say that there is no objection to the proposed church structure built across the street and that they intend to retire to 707 S Main Street in the future. He stated he owns the last residential home on South Main Street leaving Coupeville. He stated that dozens of cars will often use his driveway on a daily basis as a place to turn around in order to go back into town, towards North Main and he is concerned that the church will bring about more traffic issues. He would like to see that provisions are made so that cars can maneuver safely if church property is used as a turn around to go back into town.

Boardmember Usher asked Mr. Skubi's what his design preference was for the building and paint colors. Mr. Skubi stated that the original color on the house at 707 South Main Street was a pea green but that the house is now painted a color that is on the paint color palette.

Boardmember Williams asked about the steeple design and Planner Kwarsick responded that staff is recommending the form of the church be responsive to its function and to be designed as a church. The development of the property will be low key and only asphalt on site at the entry way. The ADA parking will be asphalt and a ramp entry. The parking lot will be low impact development with ADA parking and large enough for cars to enter and turn around and exit.

Boardmember Williams commented on the steeple design options and pointed out that the east elevation in the drawings is in error and shows the roof to the church as higher than the roof to the entrance.

Jan Skubi - 281 Fort Casey Road – stated that she is the owner of the house across the street from the proposed church and prefers the first option of the steeple. She said it is a beautiful design and prefers the lighter paint colors. She said it is a comforting feeling to see a church as you come into town and that the design is much like churches you see along the east coast, which is where a lot of early settlers to this area originated from.

Boardmember Carlson commented on the setback of the building to the street, proposed landscaping and paint colors.

Boardmembers discussed the steeple designs as presented . Applicant Stuart Woods stated that there seemed to be a lot of discussion about the steeple design and that he would compromise and agree to open the steeple up, add more architectural features but wanted to keep the height. Planner Kwarsick asked the board to review the proposed paint color palette, landscaping with the addition of native plants and screening vegetation, the parking design and signage which would have to be reviewed at a later date.

Mr. Skubi stated he would like to see the setback for the church be as far back as possible from the road so that it will be safer for vehicles to be able to turn around and exit the property and it will also affect how the church will function. With regards to the design, the spire is a symbol that needs to look like a church.

Chair Richards declared the public hearing closed at 10:38 a.m.

The Design Review Board commented that they wished a representative from Ebey's Trust Board was in attendance to explain the design options. Boardmember Williams commented that the further the church is set back from the road, the higher the steeple looks. Planner Kwarsick responded that if the church is moved too far back, it could limit the future expansion of the church as well as be pushed into the open space. The concern is really about replication, not so much steeple height or architecture and that any decision by the Board needs to be definitive enough for a new building plan. The compromise could be that the pitch could be more like option #1, with more openness and features and that a concept drawing be prepared for review by the Board at a later date.

Board Action: Motion made by Boardmember Carlson, second by Boardmember Usher to approve DRB 09-02 Unity Church – 709 South Main Street based on the following Findings of Fact and Conclusions of Law 1-9 and conditions of approval 1-4.

Findings:

1. The Unity Church submitted a Conditional Use Permit (CUP) and DRB application on March 26, 2009;
2. The DRB held an informal meeting, as recommended by CTC 16.12.080.A.5.b., on June 25, 2009;
3. A public hearing on the design of the church before the DRB as required by Town Code was postponed until the Town Council made its decision on the requested CUP;
4. The Town Council approved the CUP on October 27, 2009 at a public hearing and in so doing limited the scale of a church use at this location to a small community church and required the setting aside of substantial open space and the use of low impact development techniques;
5. A Notice of the DRB's consideration of the building, landscaping, and site design were sent to adjoining property owners and advertised in the official Town newspaper;
6. On January 19, 2010, the Design Review Board held a public hearing to consider the request as required by CTC 16.12.080.A.5.e. The church design and site plan as well as a landscaping plan and proposed colors were reviewed by the DRB at the public hearing;
7. It is the finding of the DRB that the design of the church at this location within the Town should reflect and be consistent with its function and the design should not attempt disguise the church function;
8. The DRB with due and proper notice conducted a public hearing on January 19, 2010 and, following the closure of this hearing, reviewed the recommendations of the staff, the Ebey's Reserve Committee, public comments, public testimony, other documents and information in the public record relevant to proposal; and
9. After due and proper consideration of the facts and Town design standards, the Design Review Board found that the proposal could be conditioned to comply with the design standards of the Town.

CONDITIONS OF APPROVAL

1. The final project design, landscaping, and site layout must be consistent with the submitted materials as conditioned below:
 - a. The body, trim, accent, and window colors must be respectful of the church's location within the Reserve and shall be midtone colors from the color palette presented to the DRB; and
 - b. The steeple design shall be modified and suggestive of a church steeple, without replicating historic structures and include in the final design the following:
 - i. A steep roof pitch;
 - ii. An open structure;
 - iii. A simplified roof form; and
 - iv. Shall not exceed the height of Option #1 as presented to the DRB.

The modified steeple design shall be submitted to the DRB for review at a Public Meeting prior to the submittal of a building permit by the applicant.

2. A final landscaping plan and color selection must be submitted for DRB approval at the time of a building permit application. The building setback shall be 50 feet from the front property line;

3. A signage and lighting plan must be submitted in association with the building permit application. There shall be no night time illumination of the parking lot except in association with an evening use. Within 30 minutes of the conclusion of a nighttime meeting all exterior lighting except building security lights will be turned off. All lighting to be at ground level and use cutoff fixtures.

4. The site must be developed using low impact development techniques with all that portion of the existing vegetation along the south and west property lines owned by the applicant maintained in a natural undisturbed state. A permeable asphalt or concrete surface could be used for the site access and ADA parking area.

Motion approved 4-0

AUDIENCE INPUT - none

ADJOURN 11:15 a.m.