



CITY OF
BAINBRIDGE ISLAND

**Design Review Board
Special Meeting
Tuesday, January 22, 2019
2:00 – 4:15 PM
Council Conference Room
280 Madison Ave N
Bainbridge Island, WA 98110**

AGENDA

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|---------|---|
| 2:00 PM | Call to Order (Attendance, Agenda, Ethics) |
| 2:10 PM | Approval of Minutes
January 7, 2018 |
| 2:15 PM | Vice Chair Nomination |
| 2:20 PM | 2019 DRB Work Plan Prioritization |
| 2:45 PM | Discuss New Land Use Project Review Process
Heather Wright, Planning Manager |
| 3:45 PM | Discuss “Green Building” progress |
| 4:00 PM | New/Old Business |
| 4:15 PM | Adjourn |

Call to Order (Attendance, Agenda, Ethics)
Review and Approval of Minutes – December 17, 2018
Winslow Hotel ([PLN50880 SPR/CUP](#))
Discuss 2018 DRB Annual Report for City Council
Discuss 2019 DRB Work Plan
New/Old Business
Adjourn

Call to Order (Attendance, Agenda, Ethics)

Chair Joseph Dunstan called the meeting to order at 2:01 PM. Design Review Board Members in attendance were Alan Grainger, Jim McNett, Jason Wilkinson, Jane Rein and Carl Yurdin. Peter Perry was absent and excused. City Staff present were Senior Planner Kelly Tayara, Planner Olivia Sontag and Administrative Specialist Jane Rasely who monitored recording and prepared minutes.

The agenda was reviewed. Mr. Grainger noted he had known the developer of the Winslow Hotel for over 30 years. There were not any other conflicts noted.

Review and Approval of Minutes – December 17, 2018

Jason Wilkinson asked for the spelling of his name to be corrected.

Motion: Move to adopt.

Rein/McNett: Passed Unanimously

Chair Dunstan canvassed the schedule through February, noting changes of day and time due to holidays in January and February.

Winslow Hotel ([PLN50880 SPR/CUP](#))

New drawings showing the newly enclosed dumpster area were presented. Three checklists were reviewed.

Mixed Use Town Center and High School Road Districts/General Design Guidelines

1. Yes
2. Yes
3. Yes
4. Yes
5. Yes
6. Yes
7. Yes
8. Yes

9. Yes
10. Yes – Will provide 2 feet of landscape between each parallel parking space along east side.
11. Yes
12. Yes
13. Yes
14. Yes

Mixed Use Town Center/Core District Design Guidelines Checklist

1. Yes
2. Yes
3. Yes
4. Yes
5. Yes
6. Yes
7. Yes
8. Yes
9. Yes
10. Yes
11. Yes

Commercial and Mixed-Use Design Guidelines for All Zoning Districts

1. Yes
2. Yes
3. Yes
4. Yes
5. Yes
6. Yes
7. Yes
8. Yes
9. Yes
10. Yes
11. Yes
12. Yes
13. Yes
14. Yes
15. Yes
16. Yes

The Design Review Board asked for follow-up on several items: An additional drawing showing the perpendicular 2-foot planters along the parallel parking on the east side, a description of the

material pallet and the plans for the hydraulic design of the roof drainage/gutter system once it was worked out. It was also agreed that any substantial changes to building materials and roof articulation would be reviewed by the Design Review Board.

Motion: I move to approve with these conditions.

Wilkinson/McNett: Passed Unanimously

Senior Planner Kelly Tayara briefed the DRB on the Bainbridge Pavilion/Grow House project. The Grow House was nominated and approved for the Local Historic Register and was now eligible for the special provision of changing the property boundary lines to allow the retention of the current auto business (to another place on the adjoining properties which are the subject of said boundary line adjustment).

Discuss 2018 DRB Annual Report for City Council

Chair Dunstan offered up his draft report for comments and changes. He asked that DRB Members send their comments **individually** to him and not in a group email.

Discuss 2019 DRB Work Plan

Chair Dunstan reviewed the draft workplan including Long Range Senior Planner Christy Carr's input regarding design guidelines. There was a decision to always meet for their regular meetings even if there were not any projects to review as they always had things to discuss. Continued discussion of the 2019 Work Plan was requested for the next meeting.

New/Old Business

Chair Dunstan stated four seats could possibly be open in June and asked the advertising of those positions to happen early, ideally in March.

Adjourn

The meeting was adjourned at 4:55 PM.

Approved by:

Joseph Dunstan, Chair

Jane Rasely, Administrative Specialist