



CITY OF
BAINBRIDGE ISLAND

**Design Review Board
Regular Scheduled Meeting
Monday, September 16, 2019
2:00 – 5:00 PM
Council Conference Room
280 Madison Ave N
Bainbridge Island, WA 98110**

AGENDA

- 2:00 PM Call to Order (Attendance, Agenda, Ethics)
- 2:05 PM Approval of Minutes
August 19, 2019
- 2:10 PM Urban Self Storage ([PLN51505A](#))
Design Guidance Meeting
Project Manager: Kelly Tayara
- 3:10 PM Vincent Road Transfer Station ([PLN51533](#))
Design Guidance Meeting
Project Manager: Kelly Tayara
- 4:10 PM Wintergreen Apartments ([PLN51554](#))
Conceptual Proposal Review Meeting
Project Manager: Kelly Tayara
- 4:40 PM New/Old Business
- 4:45 PM Adjourn

[Click Here](#) to view the Land Use Review Process Table
For special accommodations, please contact Carla Lundgren, Planning & Community
Development 206-780-3763 or at clundgren@bainbridgewa.gov

Call to Order (Attendance, Agenda, Ethics)
Review and Approval of Minutes – August 5, 2019
Discuss DRB McDonald’s Memo
Bainbridge Historical Museum ([PLN51540](#))
New/Old Business
Adjourn

Call to Order (Attendance, Agenda, Ethics)

Chair Joseph Dunstan called the meeting to order at 2:00 PM. Design Review Board members in attendance were Peter Perry, Jane Rein, Michael Loverich, Shawn Parks, Laurel Wilson and Todd Thiel. City Staff present were Interim Planning & Community Development Director Heather Wright, Interim Planning Manager David Greetham and Administrative Specialist Jane Rasely who monitored recording and prepared minutes.

The agenda was reviewed. Michael Loverich disclosed his family had a long history of association with the Bainbridge Island Historical Museum.

Review and Approval of Minutes – August 5, 2019

Motion: I move to approve.

Rein/Perry: Passed Unanimously

Discuss DRB McDonald’s Memo

Interim Planning & Community Development Director Heather Wright gave a brief background on minor adjustments and why the Department asked for their input on the adjustment to the original McDonald’s site plan. The Design Review Board (DRB) expressed concern over their lack of preparation/understanding for what was called a “courtesy” presentation. Of special concern were the parameters that triggered a review by the DRB. Ms. Wright stated the Department was looking at that section of code and she would ask that the minor adjustments section become part of the review process (see attached memo).

Interim Planning Manager David Greetham provided an update on the McDonald’s application since the last DRB meeting.

Bainbridge Historical Museum ([PLN51540](#))

Mr. Greetham introduced the conceptual project and James Cutler (Cutler Anderson Architects) made the presentation. Preservation of the significant trees on the property was discussed and revealed as a concern to both the applicant and the DRB.

New/Old Business

The “Conceptual Meeting” as it pertained to the first meeting with the DRB was discussed. The DRB agreed they would like the meeting to be 60 minutes as opposed to the current 30 minutes. Ms. Rein advocated for the process in place but wanted to find a way to follow it in a timely manner. Ms. Wilson felt the process was backward and that projects should go through the Planning Division process before coming to the DRB. City Council Member Ron Peltier stated he felt Council would be open to amending the order of the process if Planning, the DRB and Planning Commission presented a unified consensus.

It was also mentioned that the DRB would like to have signage and lighting review added into the Design Guidelines.

Adjourn

The meeting was adjourned at 4:00 PM

Approved by:

Joseph Dunstan, Chair

Jane Rasely, Administrative Specialist