CITY OF BAINBRIDGE ISLAND

April 6, 2017

Central Highlands, Inc.
Attn: David Smith
PO Box 2879
Poulsbo, WA 98370

Re: Wallace Way Cottages Tier II HDDP PLN 50589 PRE Pre-application Conference Summary

Dear Mr. Smith,

Thank you for meeting with staff on January 3 to discuss a proposal to subdivide four lots totaling 2.49 acres (Lots 023, 153, 154 and 155) located on Wallace Way into 19 lots.

The properties are located in the R-4.3 district. Allowable density is based on lot area. It appears that the lot area is approximately 103,715 square feet. In the aggregate, base density is based on lot area of 10,000 square feet per lot; a Tier II Housing Design Demonstration Project (HDDP) may achieve up to two times the base density, not to exceed R-8 density (5,400 square feet per lot in the aggregate). It appears that up to 19 lots may be achieved.

The project requires approval as a Housing Design Demonstration Project (HDDP) through preliminary and final subdivision approval and is subject to State Environmental Policy Act (SEPA) review. This summary letter also serves as preliminary notification that the proposal qualifies as a Tier II HDDP program in accordance with the provisions of BIMC 2.16.020.Q

The proposal includes further subdivision of a short plat (Lots B, C and D of City of Bainbridge Island Short Plat 06-07-91-1 / A.F.N. 9204280006 and 9204280007). The proposed subdivision is subject to restrictive covenants and conditions of the approved short plat, including those regarding access, sewer and water, a fire hydrant, minimum clearing/grading requirements, and vegetation buffer requirements. As proposed, the development appears to require an amendment to (or plat vacation of) Short Plat 06-07-91-1 to eliminate or modify existing covenants. Please consult your title report and surveyor, along with BIMC 2.16.070 and RCW 58.17.215 for further information.

Right-of-way, easement, trail and roadway standards are generally found in the City of Bainbridge Island Design and Construction Standards http://www.bainbridgewa.gov/169/Design-Construction-Standards , though some standards may also be found in the Island Wide Transportation Plan. Waivers from these requirements are available. Please contact Peter Corelis at pcorelis@bainbridgewa.gov for further information.

Additional information regarding the proposal is contained in the Planning Checklist and preliminary HDDP notification attached. Additional department or agency comments received regarding the proposal are attached or summarized below:

Public Works Department – Development Engineer Comment:
Peter Corelis, Development Engineer, provided the attached written comment and can be reached at (206) 780-3759 or pcorelis@bainbridgewa.gov

Department of Planning and Community Development
280 Madison Avenue North
Bainbridge Island, Washington 98110-1812
www.bainbridgewa.gov
Phone: 206.780.3750 Fax: 206.780-0955

Public Works Department – Non-motorized Transportation Advisory Committee Comment:
Chris Hammer, Engineering Manager, provided the attached written comment and can be reached at (206) 780-3740 or chammer@bainbridgewa.gov

Bainbridge Island Fire District Comment:
Fire Marshal Luke Carpenter provided the attached written comments and can be reached at (206) 842-7686 or lcarpenter@bifd.org

Please contact Aaron Quitslund aquitslund@bainbridgewa.gov or (206) 780-3782 to schedule an appointment to submit preliminary plat application. Please verify fees when you make your submittal appointment. Submittal requirements are found in the Administrative Manual for Land Use Permits http://www.ci.bainbridge-isl.wa.us/DocumentCenter/View/100

Please note that information provided at the preapplication conference and in this letter reflects existing codes and standards, currently available information about the site and environs, and the level of detail provided in the pre-application conference submittal. Comments provided pursuant to preapplication review shall not be construed to relieve the applicant of conformance with all applicable fees, codes, policies, and standards in effect at the time of complete land use permit application. The comments on this proposal do not represent or guarantee approval of any project or permit. While we have attempted to cover as many of the Planning, Engineering, Building and Fire related aspects of your proposal as possible during this preliminary review, subsequent review of your land use permit application may reveal issues not identified during the is initial review. If the city's pre-application review indicates that the City intends to recommend or impose one or more conditions of permit approval, and if the applicant objects to any of said conditions, the applicant is hereby requested and advised to provide written notice to the City of which conditions the applicant objects to and the reasons for the applicant's objections.

Please do not hesitate to contact me if you would like further information at 206.780.3787 or ktayara@bainbridgewa.gov .

Thank you

Kelly Tayara
Associate Planner

cc: Health Poconos, Inc
3500 Lenox Road Suite 510
Atlanta, GA 30326

CITY OF BAINBRIDGE ISLAND

Preliminary Notification of Qualification

Participant: Wallace Cottages Housing Design Demonstration Project

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Findings of Fact

This summary shall be considered the written findings of fact for preliminary notification to the applicant that the proposal qualifies for inclusion in the Housing Design Demonstration Project program.

A. BIMC 18.38.020 Applicability

The property is located within the Winslow Master Plan Study Area and the Winslow Sanitary Sewer System Service Area.

B. BIMC 18.38.040 Review & Approval Process

1. The proposal for development requires subdivision approval.
2. Conceptual Proposal Review was conducted on October 11, 2016.
3. Public Participation meeting was held on November 1, 2016.
4. Preapplication Conference

   The information submitted with the preapplication conference request demonstrates that the applicant considered input received during the public meetings and conceptual review with city staff in crafting the proposal. A preapplication conference was held on January 3, 2017. Design Review Board provided advisory comment during the Board's public meetings on November 21, 2016, December 19, 2016 and March 6, 2017.

C. BIMC 18.38.060 / Ord 2016-27 Evaluation Method

The program utilizes a tiered quantitative evaluation method to link sustainable building goals. A Tier II project in the R-4.3 district is eligible for a density bonus up to two times the base density in accordance with the provisions of BIMC 18.38.090. To achieve Tier II status, the development must, at a minimum, achieve the following: LEED Silver, BuiltGreen 4 or Evergreen Sustainable Development certification; A minimum of 25 points in the Innovative Site Development category; Maximum home size of 1,600 square feet; At least 10 percent, two of the units, must be Affordable Housing (for definition see BIMC 18.36.030).

As determined by City staff, the preliminary scoring follows:

Category			Points
Green Building and Innovative Site Development			
✓	BuiltGreen 4		N/A
✓	Water Quality & Conservation		
		Greywater reuse	0
		Green roofs	0
		Cisterns	0
		Covered parking	2
✓	Landscaping & Open Space		
	✓	Open space percent	8 or 10 +
	✓	Neighborhood garden	2
		Heritage Tree	0
	✓	Private yard turf	4
	✓	Plants	4
✓	Transportation		
	✓	Preserves, creates or integrates internal and external non-motorized connections	2
	✓	Provides public walkways, separated paths, or bike lanes (in excess of IWTP requirements)	3
		Car share program	0
	✓	Vehicle charging station	3
	✓	Covered bike parking	3
		Bus shelter	0
Housing Diversity			
✓	Maximum Home Size 1,600 sf		N/A
✓	10% units affordable housing		N/A
		Total Points	31 - 33

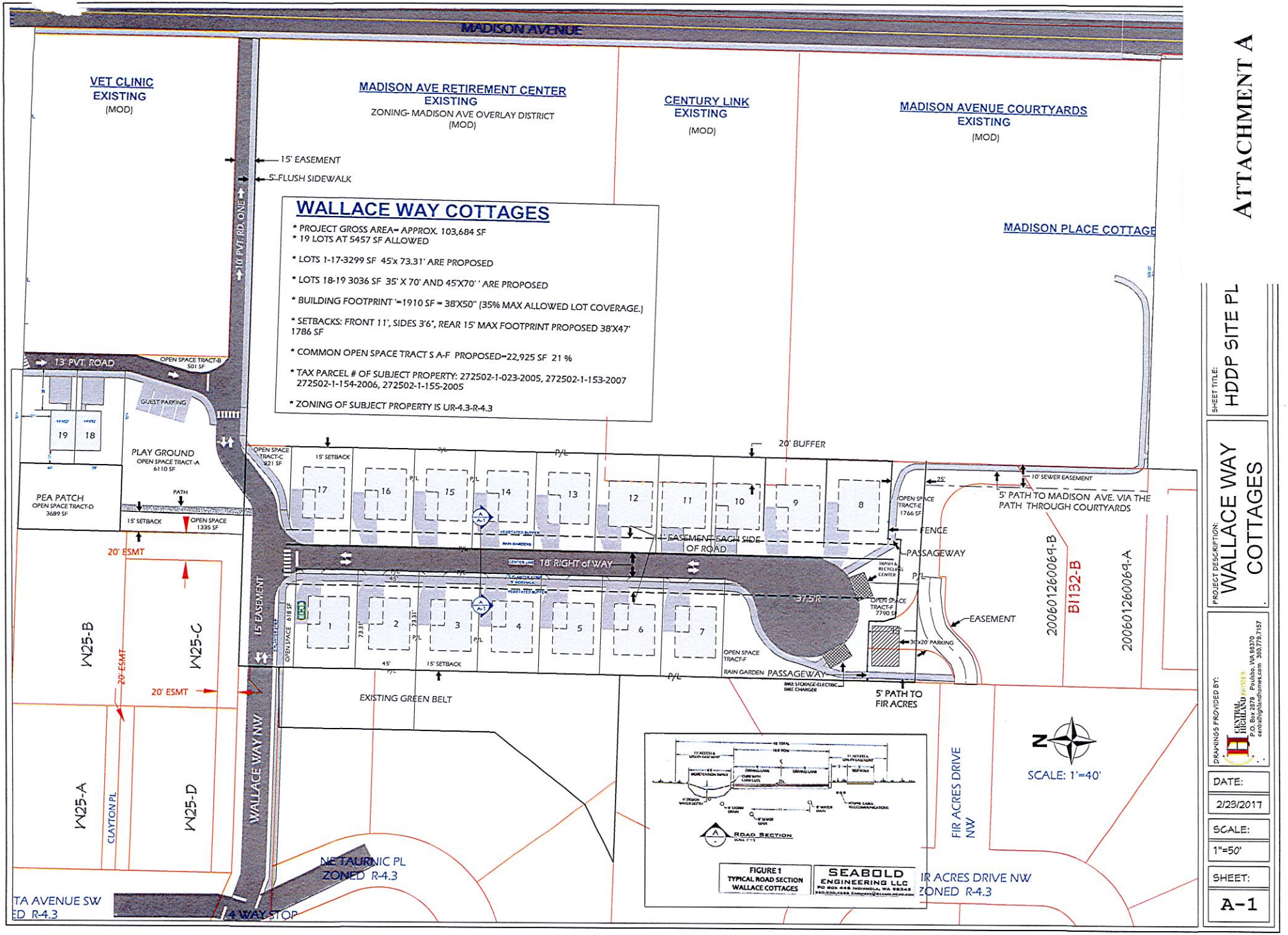
+ Value 8 points if common open space, 10 points if public; the submitted materials do not provide sufficient information to determine the intent of the applicant in this regard.

D. Conclusions

As proposed, the project qualifies to participate in the Housing Design Demonstration Project program. The decision to approve or deny the proposal as a Housing Design Demonstration Project shall be made as part of the required underlying land use permit approvals.

Attachments

A. Site Plan February 23, 2017 (Revised)
B. Meeting Minutes: Public Participation November 1, 2016
C. Meeting Minutes: Design Review Board November 21, 2016
D. Meeting Minutes: Design Review Board December 19, 2016
E. Meeting Minutes: Design Review Board March 6, 2017 (Draft)



ATTACHMENT A

SHEET TITLE: HDDP SITE PL

PROJECT DESCRIPTION: WALLACE WAY COTTAGES

DRAWINGS PROVIDED BY:
CENTRAL HOMES
PO Box 1579 Poulsbo, WA 98370
e-mail:bill@gbhandhomes.com 360.779.7157

DATE: 2/23/2017

SCALE: 1"=50'

SHEET: A-1

ISSUE/QUESTION	RESPONSE FROM APPLICANT (unless noted as CITY)
Will comment be taken in another public meeting like this one or written?	City response: Written comment is submitted once application is made. The process includes several public meetings and opportunity for oral comment.
Are the homes two stories?	Yes
Will the design be similar to Ferncliff Village?	Undecided – probably modern
Is there going to be pedestrian access to Fir Acres?	City demands it. The person who lives in the lot which is in between Fir Acres and the subject property does not want the connection. City response: A plat was recorded in 1992 that depicts an access/utilities easement connecting Fir Acres to the subject property. In 2001 a private agreement was recorded with the county that impacts the access/utilities easement. The City Attorney is looking into the issues surrounding access.
What would Wallace look like?	
What is the timing on the decision?	Mid-late spring 2017 with site work starting in June 2017
I live on Nakata and it is a really great family neighborhood. I'm not particularly opposed to Wallace opening but right now, kids ride bikes in the street, there are no sidewalks – I'd prefer Wallace not be opened.	I have grandkids, I agree.
There are 20 new homes planned (in addition to nine more homes at Madison Grove); even with secondary access, the neighborhood will change	
If access if off Madison, drivers with go through proposed development to get to Grow when Madison traffic backs up.	We're on the same side. Our neighborhood will be more valuable if the streets are quieter. I don't want a cut through the neighborhood. If the neighborhood wants (or doesn't want) something, tell the City.
Planned density is well above existing.	City response: The Housing Design Demonstration Project (HDDP) program allows bonus density for providing affordable housing.

ATTACHMENT B

ISSUE/QUESTION	RESPONSE FROM APPLICANT (unless noted as CITY)
20 houses is too many houses	The HDDP process provides a legal right to develop
Were any other options explored for access?	Yes, discussion includes ingress and/or egress to Madison and connection to adjacent properties
Hundreds of kids ride their bikes in the neighborhood. In the late 80's/early 90's there was discussion of putting Ihland through – a removable bollard was installed for emergency vehicles and the neighborhood likes it.	
If access is off Madison does the City want access off Fir Acres?	The developer's preference is ingress/egress off Madison
Is it the developer's preference to have access off Wallace or Duane Lane?	We've been working to buy the vet clinic (property to the property to the northeast adjacent to Madison) for three weeks. Yes we'd like Wallace to go through, but think Duane is more realistic.
Regarding the lower property line, will it have a fence? I'm concerned about the liability of someone on my property.	The development isn't that far along, but we're open to fencing. We're trying to lower the impact, and a fence is well within the budget.
If you are able to purchase the vet clinic, will two-way access to Madison be a no-brainer?	Yes the City will help us.
If you are able to purchase the vet clinic, and the project is expanded to include that lot, can you put all the parking up front on Madison and have people walk to their homes?	People have two cars. The safest for the neighborhood is to let us have two cars by the homes.
Would you be willing to meet again?	Yes. We'd have to get a little further on our proposal.
If access is through Madison, are you willing to abandon west access to Wallace?	Our property is more valuable with closed access.
No one has mentioned tress. We have two central ward Council members we can contact.	
Can presentation be available on your website?	Yes.

ISSUE/QUESTION	RESPONSE FROM APPLICANT (unless noted as CITY)
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Can presentation be available on your website?	Yes.

CITY OF
BAINBRIDGE ISLAND

Design Review Board
Regularly Scheduled Meeting Minutes
Monday, November 21, 2016

Call to Order (Attendance, Agenda, Ethics)
Review and Approval of Minutes – October 17, 2016
Wallace Cottages HDDP (PLN50589 ITW)
Grow Community Amendment 2 Phase III (PLN13551F SPRA2)
Bainbridge Landing (PLN50520 SPR)
City Code Change Process
New/Old Business
Adjourn

Call to Order (Attendance, Agenda, Ethics)

Chair Alan Grainger called the meeting to order at 2:07 pm. Design Review Board (DRB) members also in attendance were Peter Perry, Jeff Boon, Joseph Dunstan and Jason Wilkinson. Jim McNett and Chris Gutsche were absent and excused. City of Bainbridge Island Staff present were Planning Manager Josh Machen, Planner Kelly Tayara and Administrative Assistant Lara Lant who monitored recording and prepared minutes.

Review and Approval of Minutes – October 17, 2016

> ***Motion:*** *I move to approve the minutes as presented for October 17th, 2016.*
> ***Grainger/Perry:*** *The motion carried 5-0.*

Wallace Cottages HDDP (PLN50589 ITW)

Project Manager Kelly Tayara introduced the Wallace Cottages subdivision, noted the applicants would apply for preapplication on December 6th and that the DRB was part of the conceptual process. Dave Smith, Nick Smith and Barry Keenan were present, representing Central Highlands, the applicant. Dave Smith began the presentation by noting other projects Central Highlands has developed on Bainbridge Island, including Ferncliff Village, Stonecress, the Hamlet, Weaver Creek, Colegrove, and Fernbrook. He described the conceptual design of Wallace Cottages, which included open space with rain gardens, pedestrian strips, a pea patch, and community use of the Tot Lot. He also said Central Highlands was working with adjacent property owners to provide vehicular circulation and ingress/egress to the neighborhood. Kelly Tayara asked Dave Smith to speak to what was actually on the plan in front of the DRB, not a future revision. She requested he describe some of the innovative site developments Central Highlands had planned. Alan Grainger suggested using Google Earth as a tool for future presentations.

Alan Grainger noted the road seemed to create dead ends. Dave and Nick Smith said the road provided extra turning radius at the crash gates, enough for fire and garbage trucks to use as turnarounds. They said these road ends would not become parking spaces for residents and that nearby neighbors hoped this access was sufficient so the road wouldn't connect to Nakata Ave.

Chris Gutsche suggested a path connecting "leftover" spaces and Dave Smith agreed that would be a good idea.

Peter Perry asked Citizen Olaf Ribiero about the tree aspect of the design. Olaf Ribiero stated neighborhoods with trees were important. Peter Perry wanted to know why Central Highlands didn't hire an arborist. Dave Smith reminded everyone there were multiple competing goals, that reduced lot size would allow for more trees to be saved. He stated that mature trees sell houses and their goal was to retain as many as they could. He would consider moving the pea patch so trees would not be impacted. In addition, trees could be saved along the roadway, especially if the city had some flexibility with HDDP rules.

Alan Grainger asked Central Highlands how they would mitigate the carport view the public would see. Peter Perry reminded the presenters the purpose of the DRB included how projects appeared to the public. Nick Smith said they were locating the carports to the sides of homes instead of the front. Alan Grainger and Chris Gutsche said the current design of the carports and garages presented issues of style. Nick Smith noted that the CC&Rs and Homeowner Association restrictions would address some concerns related to overall neighborhood appearance.

Peter Perry brought up raingardens and plantings and pointed out the project was designed with low impact development in mind (for points). Jason Wilkinson suggested a more pedestrian street that wasn't simply straight be considered. He also suggested raising the altitude of the sidewalk (instead of being flush with the street) would create a more pedestrian space. Joe Dunstan and Alan Grainger suggested changes to structural profiles, showing fronts of homes and creating an attractive lane. Dave Smith noted every house Central Highlands had created had a porch. Joe Dunstan and Alan Grainger said the porches should be closer to the street instead of behind garages. Alan Grainger noted the open space was pushed to the south while the homes were located to the north, where trees *should* be located. Peter Perry asked Kelly Tayara about possible leeway in the HDDP and she replied that some setbacks may be reduced.

Billie Nash, resident of Nakata Ave, commented that if Wallace Way became the way residents entered and left, the quality of the Nakata neighborhood would be impacted. They preferred not to have Wallace Way extended.

Kelly Tayara summarized the DRB's task: Ensuring well designed open space, community amenities that were appropriate, enhanced sensitivity to pedestrians, and preservation of informal connections. The plan presented today did not allow the DRB to see these characteristics and was different than the plan originally presented at the public participation meeting. Dave Smith said they would continue working on creating undulating roads with undulating rain gardens, showing path connections and reconfiguring some of the carports to the side of the units.

Grow Community Amendment 2 Ph III (PLN13551F SPRA2)

Greg Lotakis, representing the applicant Asani, presented a second look at the site plan review amendment. He summarized the points of discussion at the last DRB meeting: the Shepard Way pedestrian experience, emphasizing Shepard Way storefronts, and use of too much concrete while leaving too little space for plants at the garage. Greg Lotakis described redesigns that addressed DRB concerns including pushing back the garage three feet on each side, adding texture to the concrete, and planting vertical landscapes such as climbing plants and trees (evergreen jasmine, hinoki trees, paperbark maples, dogwoods and sedum) to soften the look. Peter Perry suggested additional plantings and that mature trees should be considered. Greg Lotakis noted that the plantings would fill in and their past projects showed they didn't skimp on plants. Joe Dunstan noted the improvements in the revised plan and suggested using shadow as a design element. Greg Lotakis said they were working with the Historical Museum to add a storyboard of the project to the site.

There would be no change to the design of Building Q. Adding storefront and commercial spaces wouldn't work as well and their original design worked better for the community. They did lower the cedar siding in addition to shifting the buildings back three feet. Jason Wilkinson thanked Greg Lotakis for coming back with the revisions but added there were parts of the design he didn't like. He liked the concept of community use of storefront spaces.

Alan Grainger stated the Hearing Examiner put conditions on the subdivision which were incorporated into the City Council's approval of the project. The applicant was required to include the Hearing Examiner's conditions. What happened if the conditions weren't met by end of the project? Among the conditions:

- Bike path along Shepard was a condition, how would that be handled?
- 10' landscape buffer on Shepard Way should meet requirements of a Full Screen, per Hearing Examiner – Greg Lotakis should confirm that applicant is fulfilling requirement (there may not be enough space for 10'.)
- Was the easement through the Pavillion in place?

Citizen Charles Schmid asked about the entrance to the path on the waterfront trail.

Planning Manager Josh Machen stated paths/sidewalks can exist within a 10' landscape buffer along Shepard Way. Josh Machen asked if the DRB was prepared to make a formal recommendation. Alan Grainger stated that they'd trust him to enforce the Hearing Examiner's conditions of the project.

> ***Motion made by Alan Grainger:*** *We have reviewed Grow Community Phase 3 and we are recommending approval of revised plans submitted today 11-21-16 with one condition: that the applicant ensures full screen requirements per the*

Hearing Examiner's condition 42 are met and that Josh (Machen) confirms whether a 10' wide landscape buffer can be met. Josh (Machen) can give a vocal response at a later meeting. ***Peter Perry added to the motion:*** *to make a time restraint requirement to confirm landscape (hinokis) meet 12 ft in 3 years.* ***Jason Wilkinson adds to the motion:*** *a recommendation of introducing storefronts on the ground floor.*

Grainger/Wilkinson: *The motion carried 5-0.*

Bainbridge Landing (PLN50520 SPR)
Charlie Wenzlau, representing Bainbridge Landing, presented external material designs for review. He showed three options:

Option #1 Hybrid (wood in multiple places, other materials)
Option #2 Durable (prefinished, interlock system)
Option #3 Natural (new scheme) sheets and panels, rusted look (most expensive option)

Alan Grainger and Joseph Dunstan preferred earth tones over the light/white colors. Joseph Dunstan thought the colors and scale of the project worked together. Charlie Wenzlau pointed out how shadows projected by windows created dimensionality. Jason Wilkinson commented stain might wear off the materials, bleeding into other structures. Peter Perry stated he didn't like steel buildings and Jason Wilkinson said corten steel was made of recycled material and added dimension. Charlie Wenzlau said Bainbridge Landing was researching materials to see which had best long term value. Neighbor Mark Epstein was happy that DRB members preferred dark colors and unit differentiation by color. Alan Grainger said a natural color palette and texture distribution using sustainable materials that have a wood like appearance would be preferred for the project.

Motion: *Upon reviewing the final color and material selections for this project, we prefer the natural palette for color and don't feel strongly about the materials but we aren't fond of corrugated materials and we have questions about appropriateness of corten for a building of this nature.*
Grainger/Dunstan: *Motion carried 4-1 (Wilkinson against).*

City Code Change Process
Alan Grainger recommended moving this discussion to the next meeting.

New/Old Business
Until further notice, the meeting start time should remain 2 pm.

The meeting was adjourned at 5:05 pm by Alan Grainger.

CITY OF
BAINBRIDGE ISLAND

Design Review Board
Regularly Scheduled Meeting Minutes
Monday, November 21, 2016

Approved by:

Alan Grainger Chair

Lara Lant, Administrative Specialist

CITY OF
BAINBRIDGE ISLAND

Design Review Board
Regularly Scheduled Meeting Minutes
Monday, December 19, 2016

Call to Order (Attendance, Agenda, Ethics)
Madrona School (PLN18970B CUP)
Wallace Cottages HDDP (PLN50589 PRE)
Low Impact Development
New/Old Business
Adjourn

Call to Order (Attendance, Agenda, Ethics)

Chair Alan Grainger called the meeting to order at 2 pm. Design Review Board (DRB) members in attendance were Peter Perry, Jeffrey Boon, Joseph Dunstan, and Jim McNett.
DRB members Jason Wilkinson and Chris Gutsche were absent and excused. City Staff present were Planning Manager Josh Machen, Planner Kelly Tayara, Structural Engineers Janelle Hitch and Peter Corelis and Administrative Specialist Lara Lant who monitored recording and prepared minutes.

There were no conflicts disclosed.

Madrona School (PLN18970B CUP)

Eric Engelbrecht from the Madrona School Board gave a summary of the school's history. Architect John Kennedy of SKL Architects stated they were at the master planning phase and proceeded with a slide show of the project site, recapping earlier presentations to the DRB. There was a house on site which would be demolished due to age. It would remain, however, until at least Phase 3 of the project. Jim McNett said he hoped they would reconsider the demolition. He thought the house was on a secondary list of significant buildings. John Kennedy said the parking area would be asphalted with gravel access roads on the edges. He discussed the site design and said they wanted to keep cars at the edges of the site. Joe Dunstan asked about the potential for cars spilling onto the street as parents line up for student drop off and pickup. John Kennedy replied the drive through lane would be bordered by a parking and pickup zone. Their traffic study showed the parking area plus the drop off and pickup zone would be sufficient. Joe Dunstan and Jeff Boon agreed that overflow traffic on North Madison Avenue would be a potential problem. Alan Grainger said kindergarten and prekindergarten classes were sited furthest from vehicle access, increasing traffic congestion. John Kennedy said it was favorable to the school that younger students be located further from the parking area and it would take parent cooperation to transfer children from cars to classrooms. Alan Grainger asked about the additional request of a traffic study at Highway 305 and Sportsman Club Road. Ron Peltier said most traffic turned south and the planned traffic flow would be a major inconvenience for that intersection. John Kennedy said they'd erect right-turn-only signage at the school's exit to avoid congestion. Alan Grainger said drivers would be u-turning on N Madison. Alan Grainger asked John Kennedy if they thought of connecting foot paths for pedestrian traffic to the school and he replied the school didn't want parents to pull over on

North Madison Ave so they didn't include pathways and shortcuts. Their intent was to keep all parking off North Madison Avenue and parents would self-correct driving habits once the school's headmistress communicated the rules. Eric Englebrecht said they'd been in communications with Windsong Loop residents about parking plans. He also stated the traffic study wasn't initially included because of timing with permit issuance and new regulations. Alan Grainger asked Eric Englebrecht if the school would use busses in the future and he replied it might be a future inclusion. Alan Grainger asked if busses could be incorporated as a requirement for future school permits and Josh Machen agreed this was possible. Jeff Boon suggested the left turn lane be extra wide so cars could easily exit and that angled parking be considered. John Kennedy said they will continue to work on parking design, including angled parking, with a traffic engineer. He said that an area of the playfield would be developed for occasional parking of up to 80 vehicles during events. Ron Peltier said neighbors were concerned about on street parking during events. The school's auditorium was designed to hold up to 400 people. A secondary plan such as shuttles picking people up from offsite locations should be considered.

Peter Perry asked if the school considered replanting trees to replace the ones that would be cleared. John Kennedy replied yes, that fell in line with the mission of the school. Peter Perry noted the code didn't require tree replacement, would the school commit to doing this anyway? Eric Englebrecht said yes, the school would commit to replanting trees.

Joe Dunstan asked about accessibility; he assumed that pathways would be ADA approved design and noted the grade would present challenges. Jim McNett stated adding ADA parking near fire lanes would be easy to do. John Kennedy updated the DRB on lighting plans. He said lighting would be minimal because of residential location. They were considering changes to the roof slope to take advantage of solar energy. A portion of the site didn't perc well and might have to have a retention pond. They would consider various alternatives to move stormwater to the retention pond. Materials used for the main building would include cedar and clear low e glass with punctuations of color and the main entry would not be easily visible form the street.

> ***Motion:*** I move the Design Review Board approves the site plan review with the additional condition of replacing trees with trees.
> ***Perry/McNett:*** The motion carried 5-0.

Wallace Cottages HDDP (PLN50589 PRE)

Kelly Tayara started the conversation with recent information regarding the access to the lots. Peter Corelis stated that the city's original preference was that access through Wallace Way continued through Fir Acres Drive to mitigate traffic impacts, but the city attorney determined this would not be a requirement. An access easement from Fir Acres Drive that was recorded on the original short plat was encumbered by a private covenant, and the easement was not depicted in subsequent recordings of the short plat and boundary line adjustment. Peter Corelis said

access to the lots had been proposed through private easement but the city's requirement for subdivisions stated that the road be dedicated as public with a 40' right of way. Dave Smith of Central Highlands said they wanted the road to be private so the lot sizes, open space and setbacks would not be affected. Nick Smith noted that originally their plan included a public road but they incorporated Design Review Board suggestions to meander the road and decided it was easier to do that with a private road. Alan Grainger asked why Central Highlands had come before the Design Review Board with a site plan with the wrong property lines and without a required right of way. Dave Smith replied that they had deadlines to meet and wanted to proceed with the meeting because the design would remain the same whether the street was public or private. Kelly Tayara said she wasn't sure how the designs could stay the same but was open to discussion. There was confusion about what existed and what was proposed. Peter Corelis said a reduction in road width could be requested but it had not been yet. He spoke about the requirements of a public road regarding turnarounds: the existing plan included a hammerhead turnaround which didn't accommodate updated access needs. Joe Dunstan said the DRB gave the initial turnaround design a "minimal" ok but now the city had a problem with the design too. Alan Grainger recommended the DRB table this review until the city and the applicant resolve the property line, right of way, easement and access issues. If the city could work it, out, the project could return to the DRB as the first agenda item on January 9th.

Dave Smith wanted clarification of which areas of the project the DRB would review. Alan Grainger replied the DRB makes recommendations to the Planning Director who then writes a letter to the Planning Commission. City Council and the Hearing Examiner would receive the information. The DRB is very clear about documents they're commenting on so the Hearing Examiner can be clear about their recommendation. Dave Smith wanted to know which parts of his presentation the DRB would comment on. Alan Grainger replied it was a HDDP project therefore demonstrating innovative site development and a site plan was part of review.

Jeff Boon asked the applicants for the status of the acquisition of the veterinary clinic property. Dave Smith said the acquisition would improve circulation and safety and they were halfway way to completing the purchase. Jeff Boon reminded him that the Design Review Board needed to look at the property the applicant currently owned. Peter Perry asked the applicant to make sure they brought a tree plan to the next review.

Alan Grainger invited members of the public to comment. Billie Nash asked Peter Corelis if he was aware of the neighborhood impact of Wallace Way being paved from Madison Avenue N to Grow Avenue. Peter Corelis replied he was aware but that it would be a system improvement for the greater good with a local impact. Betty Weiss submitted a letter from neighbors in the area in support of the purchase of the veterinary clinic by the applicant. This letter was sent to the property owner of the clinic, not the city (the letter was submitted for the record.)

Low Impact Development

Janelle Hitch, Development Engineer for the city, introduced herself to the Design Review Board and told them about new code requirements based on recently adopted 2012 stormwater requirements. These requirements were mandated by the city's National Pollutant Discharge Elimination System (NPDES) permit. The new code requirements would take effect January 2017. She presented information from the Washington Stormwater Center's Low Impact Development Training Program: http://www.wastormwatercenter.org/lidswtrainingprogram/, specifically slides from Module 3.4 – Intermediate Low Impact Development (LID) Topics: Site Assessment, Planning, and Layout (Western Washington). She stated the Department of Ecology's definition of LID: LID is a stormwater and land use management strategy that strives to mimic pre-disturbance hydrologic processes by emphasizing conservation, use of on-site natural features, site planning, and distributed stormwater management practices (BMPs) that are integrated into a project design. LID BMPs emphasize pre-disturbance hydrologic process of infiltration, filtration, storage, evaporation and transpiration. Common LID BMPs include: bioretention, rain gardens, permeable pavements, minimal excavation foundations, vegetated roofs, and rainwater harvesting.

Alan Grainger said it was important to the Design Review Board to have applicants talk to them about site plan concepts so they could understand their approach to LID. Janelle Hitch said LID began with site assessment and that the city had updated the Administrative Manual to reflect additional requirements. Site assessments would be required at the preapplication stage and applicants would need to consider LID when they came to the Design Review Board for conceptual review. Topography, soil, hydrography, wetlands, surrounding land use, zoning, and utility placement are examples of applicant considerations. Janelle Hitch stated applicants will have to manage their water, especially quantity, based on stormwater management manual requirements. The keystone of LID is full dispersion or full infiltration. In order to get full dispersion, it's the 65-10-25 rule: 65% native vegetation, 10% hard surface, and 25% lawn/landscape. The problem on this island is the hardpan makes it difficult for full infiltration. Some combination of infiltration and dispersion is how to accomplish LID. Some things that strip away our ability to do these things, is what the city thinks is practical differs from what a developer thinks is practical. Janelle Hitch spoke about "exempt water", which means a developer able to move their clean stormwater to an exempt body of water (such as Puget Sound) doesn't have to manage it.

Councilmember Peltier asked if developers accessed city stormwater pipes, would that be exempt water and developers wouldn't have to worry about LID? Janelle Hitch replied they would still need infiltration where feasible but wouldn't have to meet full dispersion. The city is still working on how to deal with this. Some projects may have unintended consequences like removing trees to allow water to infiltrate on site per rules vs dispersing on site. Councilmember Peltier said the Tree Ad Hoc/LID committee was considering these same things and invited the Design Review Board members to attend the next meeting.

Joe Dunstan noted the Planning Department had to look at projects in total. LID would fail if planners only considered the parcel in front of them. Janelle Hitch said these practices would be developing over time. The adopted DOE guidelines had been in place in other cities for a few years, developers should be aware it was coming to Bainbridge Island. Peter Perry noted that this practice needed to be adopted to protect the community from overdevelopment. Alan Grainger said this was music to the Design Review Board's ears and they would be extremely supportive to influence site plans to meet requirements of LID. He stated the Design Review Board would be cautious not to be the enforcer. Ron Peltier again invited the Design Review Board to the Tree Ad Hoc meetings – Wednesdays at 3 pm.

New/Old Business

Alan Grainger reported that at the request of Bainbridge Island School District (BISD), he represented Design Review Board recommendations to City Council. He said there was a misunderstanding about lot coverage. BISD wanted a more creative site plan through a more flexible arrangement of structures. City Council seemed to think this was adding density. Alan Grainger said one way density is considered is floor area ratio, another way is dwellings per acre. He said the way it had been discussed, it was as if the proposal was increasing what they could build. BISD wanted a bigger footprint but they didn't want additional floor area, which Alan Grainger thought was a more appropriate design for a school.

Alan Grainger noted that the Design Review Board meeting dates in January fell on holidays. He proposed two special meetings, one on January 9th and one on January 23rd. Alan Grainger noted that the City Council wanted a report from the Design Review Board on their 2016 activities and provide a plan for 2017. He would put together a draft of 2016 work and present it to the group for consideration. He would like, as a group, to put together 2017 plans.

Adjourn

Motion: I move to adjourn.
Boon/Dunstan: The motion passes unanimously.

The meeting adjourned at 5:27 pm

Approved by:

Alan Grainger, Chair

Lara Lant, Administrative Specialist

CITY OF
BAINBRIDGE ISLAND

Design Review Board
Regularly Scheduled Meeting Minutes
Monday, March 6, 2017

Call to Order (Attendance, Agenda, Ethics)
Review and Approval of Minutes – February 17, 2017
Work Session
Blakely Elementary School PLN50767 PRE
Wallace Cottages PLN50589 PRE
New/Old Business
Adjourn

Call to Order (Attendance, Agenda, Ethics)

Chair Alan Grainger called the meeting to order at 2:10 PM. Design Review Board (DRB) members in attendance were Jeff Boon, Jim McNett, Joseph Dunstan, Jason Wilkinson. Chris Gutsche and Peter Perry were absent and excused. City Council Liaison Ron Peltier and Planners Heather Wright and Kelly Tayara were present. Administrative Assistant Lara Lant recorded the meeting and prepared minutes. No conflicts were disclosed.

Work Session (this replaced Review of Minutes on the Agenda)

Charles Schmid requested a few minutes to present information to the Design Review Board. He wanted to review a motion which carried unanimously at their November 21, 2016 meeting. *We have reviewed Grow Community Phase 3 and we are recommending approval of revised plans submitted today 11-21-16 with one condition: that the applicant ensures full screen requirements per the Hearing Examiner's condition 42 are met and that Josh Machen confirms whether a 10' wide landscape buffer can be met.* Charles Schmid said the project originally had a 20' partial screen which was reduced to the minimum requirement of 15' and reduced again to 10' based on a ruling by the Hearing Examiner. The developer put a 5' sidewalk in the 10' screen. He didn't see where a bicycle path would be developed but wasn't sure a 5' path could accommodate bicycle traffic. He wanted to bring this information to the attention of the Design Review Board. Alan Grainger said he would request Josh Machen to return to the Design Review Board to address this situation. Joseph Dunstan said he wanted to formally ask the Planning Director to respond and Alan Grainger said that they would make that request through the minutes of this meeting. Jason Wilkinson said the Design Review Board should keep a running list of action items for projects that would be reviewed at each meeting.

Review and Approval of Minutes – February 17, 2017

The minutes were reviewed.

Motion: I move to approve the minutes of February 17, 2017.
Dunstan/Boon: The motion carried 5-0.

Blakely Elementary School PLN50767 PRE

DRAFT

ATTACHMENT E

Wallace Cottages PLN50589B PRE

Before Kelly Tayara introduced the project, Alan Grainger confirmed to Susan Lick that the Design Review Board did receive her emailed comments. Kelly Tayara said Wallace Cottages was a 19 lot, single family Housing Design Demonstration Project (HDDP), nearing final site design. Dave Smith of Central Highlands described aspects of the innovative site design. He emphasized pedestrian connectivity within the core through pathways between neighboring properties through agreements and easements. Wallace Cottages would have an 18', 2 -way street that looped, increasing traffic circulation. They asked city engineers to approve narrower street design to cut down on impervious surface. Their original design included a hammerhead road end but city engineers preferred a cul de sac for fire access, so they revised the plan. The size of the lots was smaller which allowed Central Highlands to create a ½ acre of open space – double the requirement. Wallace Cottages, Duane Cottages and Madison Hamlet would have a commonality of Homeowners Associations, allowing joint participation in the playground and pea patch. Wallace Cottages would have an electric bicycle station as well as a recycle station. Dave Smith noted the stormwater line on Madison Avenue had direct discharge to Eagle Harbor but the diameter of the line was different in various parts of the line. Central Highlands proposed improvements to a portion of the line and neighboring Madison Avenue Retirement Center was interested in participating in this improvement. This would result in a reduction of on-site water detention. After Central Highlands upgrades sewer and storm lines the city has agreed to take over the system.

Alan Grainger asked Kelly Tayara if it was reasonable to focus only on this project in today's review and she replied that there were 5 projects proposed for construction between Madison Avenue and Nakata Avenue. Initially, the city wanted to review projects individually but saw the value of approaching infrastructure requirements more holistically. City public works, development engineers, survey and sewer departments came together to assess stormwater and sewer needs in the area. They don't want to impede development but make sure one project didn't adversely affect another. The continued primary concern was the opening up of Wallace Way. Both Central Highlands and residents in nearby neighborhoods agreed that they didn't want a connection from Wallace Way through to Madison Avenue. It was a slippery slope to allow multiple high density developments flow through low density neighborhoods onto secondary roads such as Grow Avenue. Alan Grainger said traffic circulation issues became more complicated with HDDP developments. He asked that the Design Review Board see the other projects being developed alongside Wallace Cottages so they had a better vision of what was going on. Kelly Tayara said she would bring a composite map of the developments in the area to the next meeting. Ron Peltier said the Design Review Board might make a recommendation to City Council that they look at projects cumulatively. Alan Grainger replied he'd like to discuss this with the Planning Director before addressing City Council.

DRAFT

Alan Grainger said his first choice for traffic access would be if density increased, developments be accessed from streets such as Madison Avenue with higher capacity and less destruction to existing neighborhoods. His second choice would be that the development not have a through connection and access be limited to just one project, not multiple projects. Jim McNett added that they needed to look at the impact of HDDP on surrounding neighborhoods.

Review and Approval of Minutes – February 17, 2017

The minutes were reviewed.

Motion: I move to approve the minutes of February 17, 2017.
Dunstan/Boon: The motion carried 5-0.

Adjourn

The meeting adjourned at 5:38 pm.

Approved by:

_____ _____

Alan Grainger, Chair Lara Lant, Administrative Specialist

DRAFT

Checklist for Pre-applications

General Information

Conference Date	1/3/2017 11:00 AM
Project Name	Wallace Way Cottages HDDP Subdivision
Location / Address	No site address
Tax Parcel Number	272502-1-023-2005; 272502-1-153-2007; 154-2006; 155-2005
Planning Contact	Kelly Tayara
Zoning/Comp Plan Designation	R-4.3 / OSR-4.3
Project Description	19 lot plat (long sub) of four lots totaling 2.49 acres

	Type of Planning Permit / Approval Required	Municipal Code	Base Fee	Per Lot - Additional Fee	Per Lot School Impact fee (1/2 due at final plat)
x	SUB Subdivision - Preliminary	17.04	17,363	1,145	-
x	FSUB Subdivision - Final	17.04	-	-	-
?	SPTA Minor Amendment (Homesite location / OS use)		763	-	-
?	SPTA Major Amendment (Internal lot lines / access)		3,339	572	-
	Note: Concurrent review provides that the lower cost application fee is reduced to 1/3 of the full fee				
x	Health District Fee - (Deposit - separate check)		$ 158		

Please contact Aaron Quitslund at 780-3782 to schedule preliminary plat application and to verify fees prior to submittal

Development Engineer / Utility requirements

x	Preliminary Drainage (proposed infiltration areas)				
x	Preliminary Utilities Site Plan (elec/water lines/drainfields/ reserves)		With preliminary plat application		
>	Proposed method of meeting fire flow requirements		None proposed / two hydrant(s) required		
x	90% Civil /cross section for any driveways / fire turnaround		With preliminary plat application		
x	Traffic Study				
x	Right-of-way dedication / imprevemenets required		Existing	Required	Dedication
>	Wallace Way - Residential Urban	Width	0	40	0
>	Proposed street - Residential Urban	Width	0	40	40
>	If requesting deviation from standard: Provide feasibility study for locating necessary facilities in reduced ROW				
>	Sidewalk along one side meeting ADA requirements				
>	Cul-de-sac meeting emeregency service turnaround standard (unless road loops through Wallace / Fir Acres)				
x	Non-Motorized Transportation Plan				
	Existing Trail	Trail easement and trail improved to NMTP standard			
		Contact Peter Corelis for standard			
x	Water	Public	COBI		
>	Non-binding water availability letter		With preliminary plat application		
>	Binding water availability letter		With final plat application		
x	Septic / sewer				
>	Non-binding sewer availability letter		With preliminary plat application		
>	Binding sewer availability letter		With final plat application		
	In addition to submittal requirements: Admin Manual http://www.ci.bainbridge-isl.wa.us/DocumentCenter/View/100				
x	SEPA Checklist WAC 197-11-800		Plat of plat previously exempted		
x	Survey drawings				
>	Show existing and proposed easements / encroachments (e.g.				
x	Open Space Management Plan	17.12.030			
N/A	**Critical Areas**	16.20	Buffer*	Setback	

x	**Flexible Lot Standards**	Title 17			
x	Open Space Development	17.12.030			
>	Area required	2.16.020.Q.7.c		400	sq ft per lot
>	Open space shall be located along a public or private street or driveway, or public walkway				
x	**Zoning Standards**	Title 18			
x	**Subdivision Standards**	18.12.020-1	Minimum	Maximum	
x	Lot Size (subject to Health District approval)	*			
x	Served by public sewer system		5,000		sq ft
x	Lot Width	*	50		ft
x	Lot Coverage: lot area covered by buildings	*		25	%
x	Setbacks: Building to:				
>	Building	*	10		ft
>	Subdivision Boundary, all other zoning districts		15		ft
>	Right-of-way, planned right-of-way, and streets				
>	"Other" streets	*	15		ft
>	Access Easement		10		ft
>	Open Space		10		ft
>	Trail		10		ft
	The following standards may be modified through HDDP: Lot				
x	**Landscaping, Screening, Tree Retention/Protection/Replacement**	Ord 2016-01 (BIMC 18.15.010)			
x	Tree Retention, Protection & Replacement				
N/A	Retention	Ord 2016-01 / 18.15.010.C.1.b			No perimeter req'd
N/A	Replacement	Ord 2016-01 / 18.15.010.C.2			No trees req'd
N/A	Perimeter buffer	Ord 2016-01 / 18.15.010.D.3.b			OS development
N/A	Park Buffer	Ord 2016-01 / 18.15.010.D.6			None
N/A	Roadside buffer	Ord 2016-01 / 18.15.010.E.2.b.i			Road class.
N/A	Total Site Tree Unit Requirements	6-01 / 18.15.010.G.2			Residential 4.3

x	**Parking**	18.15.020	
>	Two spaces per dwelling	*	
>	Parking may be reduced by 25% - 1/2 - 1 mile from ferry		
x	*The following standards may be modified through HDDP: Lot dimensions and size (subject to approval by Health District; Lot coverage can be increased by 10%; Interior subdivision setback may be 0 feet; Building-to-on-site-access may be reduced to 10 feet; Parking may bemodified to provide one space for homes under 800 sf, 1.5 for homes between 800 and 1,200 sf.		

CITY OF BAINBRIDGE ISLAND

DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

MEMORANDUM

Date: December 19th, 2016

To: Kelly Tayara, Planner

From: Peter Corelis, P.E., Development Engineer P.C.

Subject: PLN50589B PRE – Wallace Cottages

Project Description:
The proposal is to subdivide four (4) original parcels into nineteen (19) resultant parcels utilizing the High Density Demonstration Project (HDDP) density bonus process. The site is located in zoning R-4.3 with an access and utilities easement strip located in the Madison overlay district.

Comments:

1. A traffic study sufficient for the City engineer to perform a concurrency test shall be required per Chapter 15.40 of the Bainbridge Island Municipal Code (BIMC). Review of the proposal indicates trip generation will exceed the threshold of 50 average daily trips (ADT) or 5 or more AM or PM peak-hour trips [BIMC §15.40.060]. Traffic data for the analysis shall be collected during the regular school year. The analysis shall be scoped and commissioned by the City. A request for the City to begin the process should accompany the land use application. The applicant is responsible for the cost of the traffic study.

2. The proposal includes a spur road for a future connection to the north. Any project located to the north has not been proposed with the preapplication materials and cannot be considered for cumulative impacts or mitigations with regards to traffic and pedestrian circulation. Remove any spur connection to the north from the proposal.

3. The plat shall be served by a publicly dedicated street meeting the standards of a residential urban roadway per the City of Bainbridge Island (COBI) standard DWG. 7-050.

4. A 40-foot right-of-way shall be required to serve the road, sidewalk, stormwater system and utilities.

5. Reduction in ROW widths shall be assessed through a deviation request that examines the feasibility of providing for necessary facilities within the reduced ROW. Submit a typical section of the proposed roadway to substantiate the deviation request. Factors to be considered will be safety, usability, maintenance and repair of the proposed facilities.

16. Sanitary sewer main extension shown as 'SS Alternate Route – A' in the pre-application civil plans ties into an older clay pipe system. Routing the sanitary to this system would require an assessment of the its existing condition and remaining life of the system. 'SS Alternate Route – B' should be considered as the most feasible routing.

17. The design of public civil improvements including roads, water, sewer, and storm drainage utilities shall be submitted with an application for a Developer's Extension Agreement (DEA) pursuant to BIMC 13.32 with the applicable fee concurrently with the land use application. Utility design and connectivity shall be addressed with the plans and reports.

Please note that information provided in this letter reflects existing codes and standards, currently available information about the site and environs. Comments provided pursuant to preapplication review shall not be construed to relieve the applicant of conformance with all applicable fees, codes, policies, and standards in effect at the time of complete land use permit application. The comments on this proposal do not represent or guarantee approval of any project or permit. While we have attempted to cover as many of the Planning, Engineering, Building and Fire related aspects of your proposal as possible during this preliminary review, subsequent review of your land use permit application may reveal issues not identified during the is initial review.

Chris Hammer

From: Chris Hammer
Sent: Tuesday, December 13, 2016 1:18 PM
To: Kelly Tayara
Subject: PLN50589BPRE

Kelly,
Two comments from the NMTAC at last night's meeting:

1) Provide bollards rather than a gate at the south road end emergency access to accommodate peds and cyclists.
2) Support the east-west connectivity from Madison to Wallace.

Many thanks,

CITY OF BAINBRIDGE ISLAND
K. Chris Hammer, PE, PMP
Engineering Manager
Public Works Department
206.780.3740 (office)

Bainbridge Island Fire Department

Memo

December 30, 2016

TO: Kelly Tayara, Planning Department

FR: Assistant Chief Luke Carpenter, Fire Marshal

RE: Wallace Cottages PLN50589B PRE-B

The submittal has been reviewed resulting in the following comments:

1. The project shall comply with all applicable provisions of the adopted Fire Code.

2. The proposed cul-de-sac is acceptable.

3. The elimination of the crash gate and access to Fir Acres is acceptable with the proposed cul-de-sac.

4. No on-street parking will be allowed.