AGENDA

2:00 p.m. Call to Order (Attendance, Agenda, Ethics)

2:00 – 2:15 p.m. Approval of Minutes
February 23, 2015 Meeting

2:15 – 2:45 p.m. Update on HPC Process for Reviewing Historical Markers
Morgan Smith – Deputy City Manager

2:45 – 3:00 p.m. Creative Space PLN50177 PRE Preapplication
Discussion with project manager prior to client review.
Project Manager: Heather Beckmann

3:00 – 4:15 p.m. Creative Space PLN50177 PRE Preapplication
Review with client.
Site: Day Road West (TA#042502-4-032-2005)
Construction of ten buildings on this currently undeveloped property. The proposed uses of
the buildings are workshops, storage and display spaces to be leased by artists, artisans and
trade persons. The site is 4.55 acres.

4:15 – 4:30 p.m. Old and New Business

4:30 p.m. Adjournment

For special accommodations, please contact Jane Rasely, Planning & Community Development
206-780-3758 or at jrasely@bainbridgewa.gov
1. Meeting was called to order at 2:04 PM by Chair Mark Levine. Also in attendance were Design Review Board Members Jim McNett, Alan Grainger, Chuck Depew and Peter Perry. Planning Manager Joshua Machen was present and Administrative Specialist Jane Rasely monitored recording of meeting and prepared minutes. Citizens Vanessa Cass, Marci Burkel, Elise Wright and Robert Dashiell were present.

2. There were not any minutes for approval. Jane stated the February 2nd minutes would be included in the March 2, 2015 agenda packet.

3. Planning Manager Joshua Machen briefed the Board on the Wyatt Cottages proposal. Two parcels were involved (one currently owned by BI Parks and Recreation District). Alan asked about a map of the parcel sites which was not provided to the DRB. There is a presumption that the Parks District has made a deal that moves the park from the property to the NE corner of the development. He discussed that the exchange of property not owned by the City is not within the purview of the DRB or the City.

4. All trees on site are proposed to remain on the property other than a couple trees that seem to be failing.

5. Discussion was started on the boundary lines of properties changing when the roundabout slated to occur in 2017 happens. Josh stated he had to assume the Parks District is fully aware of how the boundary lines will change.

6. Chuck asked about whether there has been communication from the Parks District that it is okay to approve an application for land that has not yet changed hands. Josh stated that if the park is re-developed, it will also have to go through site plan review.

7. Chuck moved to table discussion of the application until a park site plan had been produced. Josh replied that was not possible because the two developments are separate and will be permitted separately. He reminded the DRB that this meeting was required for the application and that the status of the park should have no effect on this meeting.

8. The question of density was raised and whether or not the developer has used the entire amount of land in the combined parcels to calculate the deepest density for development. Josh replied the applicant has the right to use all three parcels to calculate the density of their development regardless of whether part of the parcels will be used to create a park in the future.
9. Mr. McNett asked about the setback requirements. Mr. Machen responded that there is a five or zero foot setback for a side yard on Madison Avenue.

10. The developer (Jim Laughlin and Bruce Anderson) and Parks District representatives Dan Hamlin and Perry Barrett were invited in at 2:30 PM. Everyone introduced themselves.

11. An overview was given on the project beginning with a short history of the corner property and proposed property trade with the Parks District. It was mentioned that the Parks District is an applicant as well on this project. Mark asked if the proposed development was going to be condominiums. The answer was yes, though they will be detached.

12. Bruce continued the project overview presenting refined/updated site plans on the video screen. He spoke about moving the existing historical house forward on the lot as well as removing the garage and that most of the proposed roofs would have good solar exposure and would be able to produce enough energy to supply all of their electrical needs. Jim noticed they had reduced the dwelling number from the original site plan on the Wyatt side going from 4 to 3 condominiums.

13. The proposed roundabout was displayed with the site plan (new drawings not included in packet). He spoke about a common space for cars, bicycles and pedestrians as opposed to separating the thoroughfares. Bruce mentioned the thoroughfare did meet fire access codes as well as the City’s parking code. Alan asked about the parking ratio and Bruce stated there would be one parking spot per dwelling.

14. A park diagram was displayed and spoken about by Dan Hamlin from the Parks District, however, the park had not been completely designed yet. They just wanted to present a generic design at this point.

15. Alan asked the Parks District if they would speak about the land deal/transaction. Dan stated the benefit of having the park move to the corner increasing exposure for citizens to know the park is there as well as eliminating a few problems incurred (one being commuters parking their cars there all day).

16. Chuck asked about the size difference in the proposed park area compared to the current tot lot. The Parks District stated the current usable foot print is 90 feet in length and they will receive a like amount of usable/functional space. The current lot is 18,000 square feet and the proposed park would be 9,000 square feet which would be equivalent to the current usable space.

17. Jim asked about the status of the historic house. Bruce stated they really want the frontage on Madison to be that house. Landscaping is planned to reflect the more formal nature of the house as opposed to the natural landscaping proposed around the new development. It was also stated that the outside of the house would not be altered, only repaired.

18. Emergency vehicle access will have a 14 foot width throughout the development though it is a 12 foot wide private access drive.

19. Alan brought up the concern of where all the garbage, recycling and future composting containers would stand on service day. Bruce stated they had not yet met with Bainbridge Disposal to discuss that issue.

20. **Public comment from Elise Wright:** Ms. Wright handed out a map given to her by one of the parcels’ neighbors. She asked the Parks District representatives whether the Parks Board has voted on the issue of the land transfer. Dan Hamlin replied they are behind this and approve the move of the park. Ms. Wright felt it was not in the public’s best interest to move the tot lot. She asked the developer if they could not move some of the buildings to the busier corner and save the tot lot. She asked about parking and the height of the units (25 feet at tallest point) in comparison to Madison Cottages.

21. Alan commented that on a day like today (clear and cold), a park with more solar access may actually prove conducive to using the park more than where it is now (shaded by trees).
22. **Public comment from Robert Dashiell:** Mr. Dashiell commented that visually, when you drive into the project there are no garages and you see the ends of cars instead and that small projects with small houses equal no storage. He encouraged strong covenants to prevent lawn mower/equipment storage in parking spaces and pointed out that the Wyatt sidewalk has issues that need to be ironed out. He mentioned the gardens are actually shade gardens and expressed concern that the willow next to the proposed tot lot may be a Lombardi willow. Mr. Dashiell went on to explain that Lombardi willows drops limbs and it would be dangerous to have one near the park.

23. **Public comment from Vanessa Cass:** Ms. Cass asked why they closed off the gardens resulting in more of a suburban gated community. Bruce stated it was actually more of an urban design with built in changes in texture and wall height to increase interest.

24. **Mixed Use Town Center Guidelines:**
   1. Parking Lot – Yes
   2. Outdoor Open Spaces – Yes
   3. Pedestrian Connections – Yes
   4. Shielded Lighting – Yes
   5. Screened Service Areas – Yes (would expect to see where the service pickup areas will be).
   6. Common Open Spaces – Yes
      i. Concealed Garage Doors – Yes
   7. Overall Form – Yes
   8. Entrances – Yes
   9. Concealed Mechanical Equipment – Yes (final site plan will have clear marking)
   10. Structured Parking – N/A
   11. Encouraging Varied Details – Yes
   12. Signage – N/A
   13. Creativity – N/A
   14. Awnings – N/A

25. **Madison Avenue Overlay Guidelines:**
   1. Landscape Front Setbacks – Yes
   2. Intersections – No (request sculptural element that announces the park)
   3. Residential Roof Form – Yes

26. Mark asked for an overall approval of guidelines today. Alan asked Josh what they needed today and it was stated the developer needed feedback.

27. Mark reminded everyone there is a regularly scheduled meeting next Monday, March 2\textsuperscript{nd}.

28. Josh mentioned two projects on the next agenda: The Rowing Club Structure and the Pleasant Beach Inn (back as a site plan review).

29. Mark also reminded everyone that the Design Review Board is short a member and to please look around for a new board member.

30. Chuck asked if the agenda for the March 2\textsuperscript{nd} meeting had been published yet. It was stated the agenda would go out tonight or tomorrow morning.

31. Mr. Perry asked about the people who purchased the Madison Cottages and who advocates for them losing their green view when they will have to look at the new development (Wyatt Cottages)? Discussion ensued about this problem occurring while developing in an urban environment with high density.

32. Meeting was adjourned at 4:19 PM.
APPLICATION – PAGE 1

DATE STAMP

Bainbridge Island
JAN 28 2015
Dept. of Planning & Community Development

DATE SUBMITTED
01/28/2015
PROJECT NUMBER
PLN50177
PROJECT NAME
CREATIVE SPACE
PROJECT TYPE
Preapplication Conference
PROJECT ADDRESS OR ACCESS STREET
Day Road West

TAX PARCEL NUMBER
042502-4-032-2005
TAX PARCEL NUMBER
TAX PARCEL NUMBER
TAX PARCEL NUMBER
TAX PARCEL NUMBER

REVISION RECEIVED

FEE HISTORY

Preapplication Conference $265.00 $265.00

PROJECT DESCRIPTION

Construction of 10 buildings on currently undeveloped property. The proposed use of the buildings is workshops, storage and display spaces to be leased to artists, artisans and trade persons. The parcel is 4.55 acres.

Preapplication Conference: Tuesday, February 17, 2015 @ 11:00 a.m.
Design Review Board: Monday, February 23, 2015 @ 2:00 p.m.

PEOPLE ASSOCIATED WITH CASE

COBI PROJECT MANAGER
HEATHER BECKMANN – PHONE: 206-780-3754 E-MAIL: hbeckmann@bainbridgewa.gov

OWNERS
TSENG PROPERTIES LLC Attn: Dave Christianson
PO Box 11765, Bainbridge Island 98110
PHONE: 206-780-2516 E-MAIL: drcdesign@mac.com

CONTACT
MICHAEL WANGEN, Architect, 310 Madison Avenue South, Suite A, Bainbridge Island 98110
PHONE: 206-403-8182 E-MAIL ADDRESS: michaelwangen@gmail.com

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CITY OF BAINBRIDGE ISLAND

PREAPPLICATION CONFERENCE REQUEST

FORM MUST BE COMPLETED IN INK, PREFERABLY BLUE. PENCIL WILL NOT BE ACCEPTED.

DATE STAMP
FOR CITY USE ONLY

Bainbridge Island

JAN 28 2015

Dept. of Planning & Community Development

TO BE FILLED OUT BY APPLICANT

PROJECT NAME: CREATIVE SPACE

TAX ASSSESSOR’S NUMBER: 042502-4-032-2005

PROJECT STREET ADDRESS
OR ACCESS STREET: NE DAY RD NW

ENVIRONMENTAL CHECKLIST SUBMITTED: ☐ YES ☒ NO

FOR CITY USE ONLY

FILE NUMBER: PLAN50/77 PRE

PROJECT NUMBER: 50177

DATE RECEIVED: 1.28.2015

APPLICATION FEE: $265.00

TREASURER’S RECEIPT NUMBER: 15-60081

SUBMITTAL REQUIREMENTS

<table>
<thead>
<tr>
<th>APPLICATION</th>
<th>One original (which must contain an original signature) and six copies must be provided. Whenever possible, originals must be signed in blue. Please identify the original document.</th>
</tr>
</thead>
<tbody>
<tr>
<td>SUPPORTING DOCUMENTS</td>
<td>One original (which must contain an original signature), where applicable, and six copies (if an original is not applicable, seven copies must be provided).</td>
</tr>
<tr>
<td>FULL-SIZE DRAWINGS</td>
<td>Seven copies of the required drawings must be provided. Drawings must be folded and 18” x 24” in size. No construction drawings or other sized drawings will be accepted unless specifically requested.</td>
</tr>
<tr>
<td>REDUCED DRAWINGS</td>
<td>Two copies (five if commercial) of the drawings reduced to 11” x 17” must be provided.</td>
</tr>
<tr>
<td>SUBMITTING APPLICATIONS</td>
<td>Applications must be submitted in person by either the owner or the owner’s designated agent. Should an agent submit the application, a notarized Owner/Applicant Agreement must accompany the application (owner/app agreement attached). Please call (206) 780-3762 to set up an appointment to submit the application.</td>
</tr>
<tr>
<td>FEES</td>
<td>Please call the Department of Planning &amp; Community Development for submittal fee information. Review by the Kitsap County Health Department may require additional fees and processing time.</td>
</tr>
</tbody>
</table>

APPLICATIONS WILL NOT BE ACCEPTED unless these basic requirements are met and the submittal packet is deemed counter complete.
A. GENERAL INFORMATION

1. Name of property owner: TSENG PROPERTIES LLC C/O DAVE CHRISTIANSON
   Address: PO BOX 11765 BAINBRIDGE ISLAND WA  98110
   Phone: (206) 780-2516   Fax: 
   E-mail: drcdesign@mac.com

2. Name of property owner: 
   Address: 
   Phone:   Fax: 
   E-mail: 

3. Name of property owner: 
   Address: 
   Phone:   Fax: 
   E-mail: 

   If the owner(s) of record as shown by the county assessor's office is (are) not the agent, the owner's (owners') signed and notarized authorization(s) must accompany this application.

2. Applicant/agent: Michael Wangen, Architect
   Address: 310 Madison Ave S Suite A Bainbridge Island WA  98110
   Phone: (206) 403-8182   Fax: 
   E-mail: michaelwangen@gmail.com

3. Name of land surveyor: Adam & Goldworthy
   Address: 19062 Highway 305 N Poulsbo WA  98370
   Phone: (360) 779-4299   Fax: 
   E-mail: jim@agols.com

4. Planning department personnel familiar with site: Heather Beckman
The proposal is for 10 buildings on currently undeveloped property. The proposed use of the buildings is workshop, storage and display space to be leased to artists, artisans and tradespersons.

North on SR 305, west on NE Day Rd W, north at entrance to Manzanita Park, north to project site on east side of road

*As defined in Bainbridge Island Municipal Code 18.12.050

Legal description (or attach): attached

Lot Number | Comp Plan Designation | Zoning Designation | Shoreline Designation | Current Use
--- | --- | --- | --- | ---
Lot C | B/I | B/I | no | none

Department of Planning and Community Development
280 Madison Avenue North • Bainbridge Island, WA • 98110-1812
Phone: (206) 842-2552 • Fax: (206) 780-0955 • Email: pcd@bainbridgewa.gov

October 2012
10. Current comprehensive plan, zoning and shoreline designations and use of adjacent properties:

<table>
<thead>
<tr>
<th>Property</th>
<th>Comp Plan Designation</th>
<th>Zoning Designation</th>
<th>Shoreline Designation</th>
<th>Current Use</th>
</tr>
</thead>
<tbody>
<tr>
<td>North</td>
<td>B/I</td>
<td>B/I</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>South</td>
<td>B/I</td>
<td>B/I</td>
<td>None</td>
<td>Office and shop</td>
</tr>
<tr>
<td>East</td>
<td>B/I</td>
<td>B/I</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>West</td>
<td>Critical area</td>
<td>Critical area</td>
<td>None</td>
<td>Public park</td>
</tr>
</tbody>
</table>

11. Common name of adjacent water area or wetlands area: NA

12. Does the site contain an environmentally sensitive area as defined in Critical Areas Ordinance (Bainbridge Island Municipal Code Chapter 16.20)? Yes ☑ No ☐ Unknown ☐

If yes, check as appropriate:

- ☑ Wetland*
- ☑ Geologically hazardous area**
- ☑ Wetland buffer*
- ☑ Zone of influence**
- ☑ Stream*
- ☑ Slope buffer**
- ☑ Stream buffer*
- ☑ Fish and wildlife habitat area

*If your site includes a wetland or wetland buffer, a wetland report may be necessary with your application.

**If your site includes a geologically hazardous area or is within the zone of influence as defined in Bainbridge Island Municipal Code 16.20, a geotechnical report may be necessary with your application.

13. Are there underlying/overlying agreements on the property? Yes ☐ No ☑ Unknown ☐

If yes, check as appropriate and provide a copy of the decision document:

- ☑ CUP Conditional Use Permit
- ☑ MPD Master Planned Development
- ☑ PUD Planned Unit Development
- ☑ REZ Contract Rezone
- ☑ RUE Reasonable Use Exception
- ☑ SPR Site Plan Review
- ☑ SPT Short Plat
- ☑ SSDP Shoreline Permit
- ☑ SUB Prior Subdivision
- ☑ VAR Zoning Variance
- ☑ Other: ____________________________

Under which jurisdiction was the approval given?

- ☐ City of Bainbridge Island
- ☐ Kitsap County

Approval date: ____________________________
14. Is there any other information which is pertinent to this project? □ yes □ no
   If yes, please explain:
   □□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□^-
6. Access (street functional road classifications):

<table>
<thead>
<tr>
<th>Street Type</th>
<th>Required ROW Width</th>
<th>Street Name</th>
<th>Existing ROW Width</th>
</tr>
</thead>
<tbody>
<tr>
<td>primary arterial</td>
<td>150 feet</td>
<td>Highway 305</td>
<td>Unknown</td>
</tr>
<tr>
<td>secondary arterial</td>
<td>60 feet</td>
<td>NE Day Rd W</td>
<td>Unknown</td>
</tr>
<tr>
<td>collector</td>
<td>50 feet</td>
<td></td>
<td></td>
</tr>
<tr>
<td>residential urban</td>
<td>40 feet</td>
<td></td>
<td></td>
</tr>
<tr>
<td>residential suburban</td>
<td>30 feet</td>
<td></td>
<td></td>
</tr>
<tr>
<td>private</td>
<td>20 - 30 feet</td>
<td></td>
<td></td>
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</tbody>
</table>

7. Sidewalks are adjacent to the parcel:
   If yes, existing sidewalks are _______ feet wide.
   Sidewalk installation is proposed as part of the development project:
   □ yes □ no
   □ yes □ no

   Proposed sidewalks:
   □ adjacent to the parcel and are to be _______ feet wide.
   □ internal to the proposal and are to be _______ feet wide.

8. Intended use of the land, as well as the sequence and timing of the proposed development:
   Over 50% of the land will remain as open space due to wetlands conditions. The proposed artist studio buildings will be built in one phase of construction beginning mid 2015.

9. Proposed floor area ratio (gross square feet contained in buildings excluding under-building parking/lot area):
   16%

10. Proposed lot coverage (total area of building footprint/lot area x 100%):
    10%

11. Height of proposed buildings or structures:
    22'

12. Square footage of all spaces:
    retail: ____________________________
    office: ____________________________
    storage: ____________________________
    residential: ________________________
    other: 31,206 (shop/artist space)

13. Number of stories proposed: 2
14. Proposed setbacks:
   north: 15'
   east: 15'
   south: 15'
   west: 50'

15. Number of parking stalls proposed: 38

16. Amount of square footage of proposed paved areas: 18,400 SF

17. Percent of site to be covered by impervious surfaces: 19%
   (If the proposal results in more than 1,000 square feet of additional impervious surface, a preliminary drainage plan shall be required.)

18. For light manufacturing proposals, percentage of site to remain as open space: 50%

19. Is the applicant proposing any terms, conditions, covenants and agreements or other documents regarding the intended development? (If yes, attach copies)
   □ yes  □ no  □ unknown

20. Is the proposal part of a phased development plan? (If so, an outline of the future plans must be submitted.)
   No

21. List any other permits for this project from state, federal or local governmental agencies for which you have applied or will apply, including the name of the issuing agency, whether the permit has been applied for, and if so, the date the application was approved or denied, and the application or permit number:
   None
22. Will the completed project result in 800 or more square feet of impervious surface (building footprint + driveways + parking)?
   - Yes [✓]  - No [ ]  - Unknown [ ]

23. Will the project result in clearing more than six significant trees or 2,500 square feet of ground?
   - Yes [✓]  - No [ ]  - Unknown [ ]

24. Do storm water systems exist on the site?
   - Yes [ ]  - No [✓]  - Unknown [ ]
   
   If yes, were they constructed after 1982?
   - Yes [ ]  - No [ ]  - Unknown [ ]
   
   If yes, what type of storm water system exists on the site?
   - Infiltration [ ]  - Open Ditching [ ]  - Closed Conveyance [ ]  - Detention [ ]

25. Will the completed project result in excavating of or filling in:
   - Less than 50 cubic yards. [ ]
   - More than 50 cubic yards but less than 100 cubic yards. [ ]
   - More than 100 cubic yards. [✓]

26. For reasonable use exception applications, proposed square footage of wetland and buffer to be disturbed:
   - None

I hereby certify that I have read this application and know the same to be true and correct.

[Signature]

*Signature of owner or authorized agent

January 26, 2015

Date

Michael Wangen

Please Print

*If signatory is not the owner of record, the attached “Owner/Agent Agreement” must be signed and notarized.
04252E

RESULTANT PARCEL C OF BOUNDARY LINE ADJUSTMENT RECORDED UNDER
AUDITOR'S FILE NO. 201104280205, AND AS DEPICTED ON SURVEY RECORDED UNDER
AUDITOR'S FILE NO. 201104280204, IN VOLUME 75 OF SURVEYS, PAGE 104, RECORDS
OF KITSAP COUNTY, WASHINGTON, DESCRIBED AS FOLLOWS: THAT PORTION OF
THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 4,
TOWNSHIP 25 NORTH, RANGE 2 EAST, W.M., CITY OF BAINBRIDGE ISLAND, KITSAP
COUNTY, WASHINGTON, DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHEAST
CORNER OF SAID SECTION 4; THENCE ALONG THE SOUTH LINE THEREOF, NORTH
88°18'29" WEST 563.04 FEET TO THE WEST LINE OF THE EAST 563.00 FEET OF THE
SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SAID SECTION 4; THENCE
ALONG THE SAID WEST LINE, NORTH 02°21'06" EAST 30.00 FEET TO THE
NORTHERLY RIGHT OF WAY OF NE DAY ROAD WEST; THENCE ALONG SAID RIGHT
OF WAY, NORTH 88°18'29" WEST 88.02 FEET; THENCE CONTINUING ALONG SAID
RIGHT OF WAY, NORTH 85°40'09" WEST 215.00 FEET; THENCE LEAVING SAID RIGHT
OF WAY, NORTH 02°21'06" EAST 329.38 FEET TO THE TRUE POINT OF BEGINNING;
THENCE CONTINUING NORTH 02°21'06" EAST 20.62 FEET; THENCE NORTH 14°54'24"
WEST 535.22 FEET; THENCE RUNNING PARALLEL TO THE NORTH LINE OF THE
SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SAID SECTION 4, NORTH
88°15'36" WEST 283.16 FEET TO THE WEST LINE OF THE SOUTHEAST QUARTER OF
THE SOUTHEAST QUARTER OF SAID SECTION 4; THENCE ALONG SAID WEST LINE,
SOUTH 01°57'49" WEST 606.98 FEET; THENCE LEAVING SAID WEST LINE, NORTH
57°39'31" EAST 131.30 FEET; THENCE SOUTH 88°15'35" EAST 329.89 FEET TO THE TRUE
POINT OF BEGINNING; TOGETHER WITH AND SUBJECT TO EASEMENTS,
RESTRICTIONS AND RESERVATIONS OF RECORD.

http://kcwppub2.co.kitsap.wa.us/pls/ilisw/online_lis_info_pkg.tax_desc?p_in_rp_acct_id=2537363
Creative Space

Day Road West
Bainbridge Island WA

City of Bainbridge Island
Design Review Board
Pre-Application Site Plan Review

March 16, 2015
Project Information
Parcel Address: NE Dry Road W
Parcel: 040200-4-032-000
Jurisdiction: City of Bainbridge Island
Zoning: B1 Business Industrial District
Design Guidelines: Light Manufacturing Design Guidelines (CoBi)
Setbacks:
Front: 50 Minimum along any public ROW
Side: 10' (3'6" from a residential district)
Rear: 10' (5'6" from a residential district)
Max Building Height
Base: 25'
Bonus 1: 10' (if parking under buildings)
Bonus 2: 10' (in conjunction with Major Conditional Use Permit)
Maximum FAD:
Commercial: No maximum
Residential: 8:1 standards
Mid Use: No maximum
Min Lot Dimensions: 20,000 SF
Max Lot Coverage: 35%
Unit Mix:
Building # Unit Use Lower Floor Gross Main Level Gross Mezzanine Gross Subtotal Gross Parking Required
1 1 Light Manufacturing F-1 1200 1200 3250 2
2 2 Warehouse B-1 1600 1600 2850 2
3 3A Light Manufacturing F-1 900 440 1450 2
4 4A Light Manufacturing F-1 900 440 1450 2
5 5A Light Manufacturing F-1 900 440 1450 2
6 5C Light Manufacturing F-1 900 440 1450 2
7 6A Light Manufacturing F-1 900 440 1450 2
8 7A Light Manufacturing F-1 900 440 1450 2
9 8A Light Manufacturing F-1 900 440 1450 2
10 9A Light Manufacturing F-1 900 440 1450 2
11 10A Light Manufacturing F-1 900 440 1450 2
12 12B Light Manufacturing F-1 900 440 1450 2
Total: 18 units 15900 Total SF 23000 38
FIN: 11%
Lot Coverage: 35%

Sheet Index
Cover Sheet
P 1 Project Information
P 2 Context
P 3 Site Plan
P 4 Landscape Plan
P 5 Drainage Plan
P 6 Floor Plans and Elevations
P 7 Floor Plans and Elevations
P 8 Perspective Views

Project Vision Summary
Project Summary
The intended use of the land is light industrial with one unit serving as a caretaker's residence. Water will be provided by PUD, power by PG&E, and sewer by on-site septic system. A 'pocket plant' type wastewater treatment system is being investigated as a solution to serve this project as well as the future development of adjacent parcels but no formal proposal has yet been made.
The goal for construction start is summer of 2015 and the project will be built out entirely as one phase of construction.

Project Vision
Creative Space is intended to be a community of artisans, artists, teachers, programmers, hopheads, and other various, creative minded folks. The site consists of 18 total units on 10,000 square feet buildings organized tightly around a plaza. The urban and industrial character of this small city lab is intended to create a rich, collaborative, compact environment set in contrast to the grand natural beauty of the surrounding site, Bainbridge Park and adjacent, undeveloped parcels.

Context
The site is served by the existing, improved Sustainable Site and Mapleview Park service road. No improvements of this road were proposed due to the low intensity of use anticipated with the intended facility. A very established landscape within already exists about the site along with the existing road.

The Buildings
Buildings 1-8 are proposed to be two story over garage. With footprints measuring 40 x 40'. These buildings are partially set into the adjacent hillside and the ground around their lower level garages, which will be formed by cast in place concrete retaining walls. Brick buildings on top of their foundation level garages will have volume, column, floor, facades spaces able to accommodate partial third floors.

Building 1, with its adjacency to the project entry, will contain a residence for the caretaker and manager of the facility. While a specific floor plan is to be determined, the volume and area of the building potentially accommodates more than one bedroom on the lower parking space, therefore, is dedicated to this unit in this garage level below.

Buildings 3-10 each contain a potential of 2 units. The building footprints measure 40 x 40'. It is anticipated that these building will be divided into two spaces but the option will be available for one owner to occupy the entire building with no interior walls structurally necessary. The high volume spaces allow for option storage units to be built within the units.

The Landscape
By tightly grouping the proposed buildings around a common circulation and activity space as closely as possible to the Sustainable Site access road, the great majority of the site, over 60%, can be left unaltered. Most of its established landscape is existing. Because of that green envelope. Very little clearing is necessary is the proposed area of construction as much of the area is naturally cleared. No new plant material is proposed within the development area due to the flexibility of many space districts for variety. One specific plant material is proposed in the driveway approach, fig. 3, as a living fence.

Requirements for both the full-scare water treatment system and the 10' partial screen landscape treatment along the south property edge are met by existing vegetation. Therefore, no new plant material is proposed in this buffer corridor.

Anticipated Activities
The day to day activity level of the project is anticipated to be low intensity. The individual workspaces will likely be occupied by only one person at any time and not on full time basis. For the purpose of providing a small amount of parking, it is assessed that every person might have up to two employees; two for each 200 square feet of office space. Examples of the uses of the facility are light and automation fabrication, woodworking and cabinet fabrication, and painting or sculpture studios. The workspaces are not intended to be used for offices or studio but occasional events open to the public for the display and sales of products made on the site are anticipated and will comply with rental restrictions per the district standards set by the City.
## Design Review Board Design Guideline Checklist

Light Manufacturing Design Guidelines – BIMC 18.18.030

<table>
<thead>
<tr>
<th>“Pre-App” Meeting Checklist</th>
<th>“Post-App” Meeting Checklist</th>
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<th>Project Name/Case #:</th>
<th>Creative Space</th>
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<tr>
<th>Land Use Application (Pre-app, Site Plan Review etc.):</th>
<th>Design Review Board Pre-Application Site Plan Review</th>
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<tr>
<th>Project Description:</th>
<th>18 units in 10 buildings to be leased as light industrial workspaces. One residential unit is proposed as a caretaker’s residence.</th>
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### Applicable Design Guidelines

<table>
<thead>
<tr>
<th>Design Guideline</th>
<th>Intent</th>
<th>Description</th>
<th>Applicant Response</th>
<th>DRB Action (Y/N)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Site Design/ View from the Road</td>
<td>Preserve vistas and viewpoints of pastoral scenes such as rolling hills, fields and forested ridges.</td>
<td>Where the terrain permits, hide the view of building, parking, and equipment, so that they cannot be seen from the road.</td>
<td>The tight cluster of residential-scale buildings in a natural clearing maximizes the amount of open space and undeveloped land on the site. All parking and equipment is screened from the road and internal to the arrangement of the structures.</td>
<td></td>
</tr>
<tr>
<td>2. Site Design/ Maintain Wooded Character</td>
<td>Use trees and shrubs to maintain or establish a visual screen of light manufacturing buildings and/or activities. Also use existing or newly planted trees and shrubs to soften the impact of new development within the interior of the site.</td>
<td>Preserve mature trees and shrubs and plant trees that can screen the view of buildings from the road or adjacent residential properties. Protect significant mature trees and stands of trees so that mature vegetation dominates within the screen.</td>
<td>Requirements of both the full and partial screen landscape buffers are met by existing vegetation to be preserved. All existing forested canopy outside of the proposed development area will be preserved.</td>
<td></td>
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**Light Manufacturing Design Guidelines – BIMC 18.18.030**

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<td><strong>3. Site Design/ Entrances</strong></td>
<td>Minimize the disruption of the visible landscape.</td>
<td>To the greatest extent possible, road entrances should not draw attention to the light manufacturing facility. This should be accomplished by minimizing the width of the entrance, utilizing curves immediately inside the entrance, and by allowing the natural vegetation to grow to the edge of the drive.</td>
<td>The proposed location of the buildings on the site minimizes the amount of drive necessary and the length of drive at entry is no longer than necessary to penetrate the 50’ full screen landscape buffer. The road entrance will be of minimal width to accommodate the light activity anticipated at the facility, set back fully to the 50’ depth of the landscape buffer and all natural vegetation will be preserved to the edge of drive.</td>
<td></td>
</tr>
<tr>
<td><strong>4. Site Design/ No Chain Link Fences</strong></td>
<td>Maintain the island landscape.</td>
<td>Chain link fences shall not be visible from roads and neighboring properties.</td>
<td>No chain link fences are proposed on the site. 6’ high cedar fence segments are proposed between the buildings at the road edge and at the facility entrance.</td>
<td></td>
</tr>
<tr>
<td><strong>5. Site Design/ Internal Roads</strong></td>
<td>Minimize the visual impact of the roads.</td>
<td>Build roads as narrow as possible. Create, whenever possible, a loop within the site with one-way narrow roads. Let vegetation grow to the edge of the road.</td>
<td>Amount of road for the facility is minimized in length and width by functioning as a cul-de-sac. Vegetation will grow to the edges of all roads.</td>
<td></td>
</tr>
<tr>
<td><strong>6. Site Design/ Loading Docks</strong></td>
<td>Minimize the visual impact of loading docks from the road and adjacent residential properties.</td>
<td>Place loading docks on the site so they are fully screened from the road or adjacent residential properties.</td>
<td>No loading docks are proposed for the facility. All overhead doors allowing movement of large items in and out of buildings are located internal to the site.</td>
<td></td>
</tr>
<tr>
<td><strong>7. Site Design/ Agricultural Uses Within Open Space</strong></td>
<td>Help sustain and encourage agriculture on the island.</td>
<td>Active agricultural uses such as pasture land and fruit and vegetable farms are encouraged within the open space.</td>
<td>While no active agricultural uses are proposed, approximately 67% of the site, mostly forested canopy, will be left undeveloped.</td>
<td></td>
</tr>
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<td><strong>8. Site Design/ Trails Within Open Space</strong></td>
<td>Expand passive recreational use.</td>
<td>Trails are encouraged. Support future trail systems by initiating trails on the site or connecting to existing trails.</td>
<td>Opportunities exist to connect adjacent large parcels including Manzanita Park. While not included in this proposal, the Applicant is interested in pursuing them at a later time.</td>
<td></td>
</tr>
<tr>
<td><strong>9. Site Design/ Shielded Lighting</strong></td>
<td>Ensure that the source of light for parking, services, and loading areas does not spill over to adjacent residential properties or the road.</td>
<td>Freestanding and building mounted light fixtures should not exceed 14 feet in height, including the base. All exterior lighting fixtures should incorporate cutoff shields to prevent spillover. Use of motion sensors with long time delays are encouraged. Use of mercury vapor lamps are strongly discouraged.</td>
<td>Site lighting will be minimal and visually unobtrusive. Light fixtures on buildings will be at human level at building entrances and direct light to the ground surfaces.</td>
<td></td>
</tr>
</tbody>
</table>
| **10. Building Design/ Encouraging Varied Shapes and Details** | Include building details that create a sense of human scale and that visually reduce the bulk of larger buildings. | Buildings should incorporate most of the following elements:  
- A pitched or rounded roof  
- Varied rooflines and roof details such as monitors  
- A visually prominent principal entrance Appropriately scaled windows with visible trim  
- Landscaping at the building edge  
- Surface treatment to break up scale | All roofs are gabled and pitched at 2.5:12. The residential scale of the multiple buildings provides modulation of roof forms. A large quantity of residential scale windows break up the building walls and provide much natural light into the work spaces. Landscaping will come to all building edges at the site’s perimeter. A minimum of 4 surface treatments will include natural vegetation, gravel, impervious paving, and concrete slabs at building entry areas. | |
### Design Review Board Design Guideline Checklist

**Light Manufacturing Design Guidelines – BIMC 18.18.030**

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<td><strong>11. Building Design/Conceal Mechanical Equipment</strong></td>
<td>Ensure that larger pieces of mechanical equipment are visually unobtrusive.</td>
<td>Conceal mechanical equipment within the roof, or behind buildings or other screening so it is not visible from the road or adjacent residential properties.</td>
<td>No large pieces of mechanical equipment are proposed or anticipated external to the buildings.</td>
<td></td>
</tr>
<tr>
<td><strong>12. Building Design/Glare</strong></td>
<td>Avoid glare onto adjacent properties or roads.</td>
<td>Avoid the use of reflective glass and exterior colors or building materials that produce a strong reflection of light.</td>
<td>The materials proposed include clear glass and medium to dark value, matte, painted metal roofing and siding colors to avoid glare.</td>
<td></td>
</tr>
</tbody>
</table>

**Guidelines Requiring Action per DRB:**

**DRB Summary Motion on Actions:**

__________________________________________________________________________