



**SUMNER DESIGN COMMISSION**

**MINUTES**

**REGULAR MEETING**

**Thursday, July 10, 2003**

**6:00 p.m.**

**Sumner Fire Station**

**CALL TO ORDER**

BUCKHOLT called the Meeting to order at 6:11 p.m.

**ROLL CALL**

Members Present: Bisom, Tobias, McMahan, Abbott, Wolch, and Hansen

Members Absent: Bennett

Also Present: Ron Buckholt, Associate Planner

**SPECIAL MOTION**

**In the absence of the Chair, Tobias made a motion to nominate TOBIAS as the Chair for this meeting only. It was seconded by MCMAHAN and unanimously passed.**

**APPROVAL OF MINUTES**

**ABBOTT commented that there is a spelling error on page #4 with the spelling of Mike Dahlem.**

**HANSEN motioned to approve the June 12, 2003 meeting minutes with the above correction. ABBOTT seconded the motion and it passed unanimously.**

**NEW BUSINESS**

**A) PLN2003-29 Stripe Rite – Industrial office building**

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BUCKHOLT introduced project PLN2003-29, a 12,600 square foot single manufacturing shop/office building with associated parking, storm water and landscaping, located at approximately 20<sup>th</sup> Street East and 137<sup>th</sup> Avenue East.

STAFF recommended that project number PLN2003-29 be APPROVED subject to the following CONDITIONS:

1. The Applicant shall locate refuse containers to the rear of the buildings out of sight from any public street. Adequate screening shall be provided to the satisfaction of the Design Commission per SMC 18.18.060(g).
2. The Applicant shall install direct pedestrian links between the sidewalks along 137<sup>th</sup> Avenue East and the future right-of-way of 138<sup>th</sup> Avenue East to the primary entrances of the building. These pathways should cut through the street landscaping and be paved with an alternative surface or striped to distinguish this pedestrian area from the parking lot and vehicular activity. The pathways shall be a minimum of 5 feet in width.
3. The parking for the site shall be conformance the parking standards stated in SMC 18.42. Please designate a handi-cap parking stall on the site plan. The ADA stall shall be located near the front entrance of the building, with a proper pedestrian pathway connecting the stall with the main entrance into the building.
4. The applicant shall provide bicycle parking at ratio of 1 bicycle stall for every 10 vehicular parking stalls. The bicycle parking stalls shall be located near the main entrance of the building. The bicycle parking shall have some means of weather protection.
5. Proponent shall incorporate a 25-foot wide landscaping buffer along the street frontage of 137<sup>th</sup> Avenue East. In addition, a minimum of one tree for every six automobile parking stalls are required within the interior portion of the parking lot.
6. If the orientation of the building were to remain as proposed both the west the east elevations shall require additional architectural enhancements. The west elevation shall incorporate more of a street presence for pedestrians by adding a double door entryway into the building. In addition more window treatment shall be included. The east elevation shall also be enhanced in anticipation of the new street (138<sup>th</sup>) by incorporating a more of inviting entryway for pedestrians with a double door entry, minimizing blank wall by adding more windows and wall modulation with material and / or color change.
7. The applicant is proposing a 10-foot landscape buffer +along the future street frontage of 138<sup>th</sup> Avenue East. Some consideration shall be given to whether or not the width should be widened to provide sufficient screening.
8. The north property line shall incorporate a 5 foot wide landscaped buffer to provide screening from the adjacent property.

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BUCKHOLT turned the meeting over to the Design Commissioners for discussion

ABBOTT asked about the long-term situation with the closing of 137<sup>th</sup> and opening of 138<sup>th</sup>.

BUCKHOLT commented that the surrounding land will be developed in time and the 137<sup>th</sup> Street public right-away will go away and become 138<sup>th</sup> Street. The Public Works Department guesses that this will occur in approximately ten years.

ABBOTT inquired about the future of the easement.

BUCKHOLT responded that the railroad owns the easement and it is difficult to guess its future.

ABBOTT asked about the current width of 137<sup>th</sup> Street.

The APPLICANT responded 30 feet wide.

HANSEN proposed flipping the building, with the 25 feet vacating on one side and 10 feet on the other side than currently on the plans. He also positively complimented the landscaping.

APPLICANT responded that they could use larger trees on the street side rather than on the railroad side.

HANSEN agreed that if there were 10 feet on the 137<sup>th</sup> Street side, larger and faster growing trees on the future 138<sup>th</sup> side makes the most sense.

MCMAHAN agreed.

(BISOM arrived at the meeting and resumed the role of Chair from TOBIAS).

BISOM complimented the applicant for a good presentation. He agrees that condition #6 is a big factor and opened up discussion.

APPLICANT asked what the Design Commission would like to see in terms of the building's orientation.

ABBOTT feels conditions should be made with the project gearing towards 138<sup>th</sup> in the future. He advises not building up both ends of the building when one side will eventually not be in sight of the public. Suggested implementing a sidewalk connection for pedestrians.

APPLICANT would prefer to go towards one side with the façade. Also has a preference for the dumpster location to be placed with the future street vacation in mind.

BUCKHOLT asked if the dumpster wall would be made of masonry.

APPLICANT responded that it would be a masonry wall.

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WOLCH asked about the doors and their function, possibly for compressors.

BISOM asked if they are solid screening.

APPLICANT was concerned that in the future they may not qualify.

BUCKHOLT responded that with so many unknown variables it is hard to tell at this point.

BISOM suggested leaving the materials up to the applicant. He asked what other Commissioners were feeling about this. He feels it looks good from the front, but is keeping in mind the future possibilities as well.

APPLICANT would consider coin corners and a door on the east and west elevations. They prefer to not have windows for their shop for safety reasons. Would like to open up landscaping if used along the building.

BISOM asked if they would add double-doors on the end.

APPLICANT replied that they would add double-doors and more landscaping.

BISOM inquired about a berm reduction.

BUCKHOLT responded that there is no berm required.

BISOM explained to the applicant that they could resubmit their plans after the Design Commission goes through the conditions. He complimented that the design looks good overall. He explained that the Commissioners would make suggestions for the applicant.

BISOM wanted to discuss parking and pedestrian usage.

BUCKHOLT reviewed the three options to improve parking and pedestrian walkways. The first could be a pedestrian link from the future 138<sup>th</sup> Street to the double door. The second could be a connection to the door on the south entrance to the main door. And the third option could be a connection from the corner of the sidewalk to the corner of the front door.

APPLICANT asked if anyone would use the connections?

BISOM explained that it is more for safety, but also makes the area more pedestrian friendly.

BUCKHOLT asked where the doors lead to. He suggested leading a walkway to the double door versus the break room door. He added there needs to be a crosswalk to the main door from the handicap-parking stall.

ABBOTT asked about storm drainage. He wanted to know if it was infiltration or detention pond.

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APPLICANT responded that it has changed numerous times; he is not sure at the moment which system it is.

HANSEN inquired about the need for the number of parking stalls in the plans.

APPLICANT explained that they would be used for employee's vehicles and the company equipment that they will be driving.

APPLICANT wanted to comment on condition #8 on behalf of the applicant. The applicant owns the adjacent property to the north and wants to maintain access to that parcel.

BISOM suggested incorporating two penetrations of 12 feet wide or possible one penetration of 24 feet.

APPLICANT felt that would be acceptable to the applicant.

HANSEN referred to staff on the minimum of one tree per six parking stalls. He wanted to verify how many trees they have on their plans.

BUCKHOLT clarified that they need to add one more tree, and he was not counting the two trees in the entryway.

APPLICANT had no problem adding an addition tree, possibly an island as well.

BISOM asked for further discussion. Seeing none, he proceeded to move the Commission through the following staff recommendations for final approval:

Condition #1

The Applicant shall locate refuse containers to the rear of the buildings out of sight from any public street. Adequate screening shall be provided to the satisfaction of the Design Commission per SMC 18.18.060(g).

**MCMAHAN motioned to accept Condition #1 as written in regards to refuse containers. ABBOTT seconded the motion and it passed unanimously.**

Condition #2

The Applicant shall install direct pedestrian links between the sidewalks along 137<sup>th</sup> Avenue East and the future right-of-way of 138<sup>th</sup> Avenue East to the primary entrances of the building. These pathways should cut through the street landscaping and be paved with an alternative surface or striped to distinguish this pedestrian area from the parking lot and vehicular activity. The pathways shall be a minimum of 5 feet in width.

**BISOM made a motion to accept Condition #2 as written with the addition of an island to connect a solid sidewalk with the alternatives. MCMAHAN seconded the motion and it passed unanimously.**

Condition #3

The parking for the site shall be conformance the parking standards stated in SMC 18.42. Please designate a handi-cap parking stall on the site plan. The ADA stall shall be located near the front entrance of the building, with a proper pedestrian pathway connecting the stall with the main entrance into the building.

**HANSEN made a motion to accept Condition #3 as written with the clarification of a striped stall to the entry. ABBOTT seconded the motion and it passed unanimously.**

Condition #4

The applicant shall provide bicycle parking at ratio of 1 bicycle stall for every 10 vehicular parking stalls. The bicycle parking stalls shall be located near the main entrance of the building. The bicycle parking shall have some means of weather protection.

**ABBOTT made a motion to accept Condition #4 as written with the east side elevation covered. BISOM seconded the motion and it passed unanimously.**

(SWITCHED TO TAPE #2)

Condition #5

Proponent shall incorporate a 25-foot wide landscaping buffer along the street frontage of 137<sup>th</sup> Avenue East. In addition, a minimum of one tree for every six automobile parking stalls are required within the interior portion of the parking lot.

**HANSEN made a motion to accept Condition #5 in regards to the 25-foot landscaping buffer. The buffer will be reduced on 138<sup>th</sup> and one tree added to the Condition. MCMAHAN seconded the motion and it passed unanimously.**

Condition #6

If the orientation of the building were to remain as proposed both the west the east elevations shall require additional architectural enhancements. The west elevation shall incorporate more of a street presence for pedestrians by adding a double door entryway into the building. In addition more window treatment shall be included. The east elevation shall also be enhanced in anticipation of the new street (138<sup>th</sup>) by incorporating a more of inviting entryway for pedestrians with a double door entry, minimizing blank wall by adding more windows and wall modulation with material and / or color change.

**MCMAHAN made a motion to accept Condition #6 with the following changes; keep sentence one the same, sentence two shall implement ‘west’ with ‘east’, sentence number three will be removed, and sentence number four shall recommend the entry to be more inviting with the addition of coining. ABBOTT seconded the motion and it passed unanimously.**

Condition # 7

The applicant is proposing a 10-foot landscape buffer +along the future street frontage of 138<sup>th</sup> Avenue East. Some consideration shall be given to whether or not the width should be widened to provide sufficient screening.

Condition #7 was deleted as the contents were taken care of in Condition # 6.

Condition #8

The north property line shall incorporate a 5 foot wide landscaped buffer to provide screening from the adjacent property.

**BISOM made a motion to accept Condition #8 with the addition of added two access pathways in the buffer in the north/south driveway and to add landscaping that is compatible with the approved landscape plan.**

BISOM announced that Project PLN2003-29 is approved with changes. He instructed the applicant to please resubmit your project with changes from the Design Commission implemented. He complimented the applicant on a nice project and wished them luck.

Applicant left the meeting.

**OLD BUSINESS**

There was none.

**STAFF COMMENTS**

BUCKHOLT had the following Staff comment:

1. Staff is three years overdue for revisions to the Design Guidelines. Now is the time to be reviewing the document to create a punch list for Amendments to be made to the document by the end of the year.

BISOM suggested each Commissioner take a section of the document to review.

BUCKHOLT gave an example that there is no neo-traditional handled through the Design Commission, it is all taken care of by staff only at the time. He asked if this should remain the same or be changed?

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BISOM gave an example of how far the projects have come along in terms of completeness and quality. In the beginning plans were being submitted in poor ways, such as napkins. Staff has used discretion on what was acceptable for submittal.

BUCKHOLT agreed that submittal requirements could be changed now.

BISOM revised his original suggestion that every Commissioner should read the document and set a timeline for when the first three chapters should be read.

ABBOTT agreed with the suggestion and felt that good discussion could occur once everyone reviewed the document thoroughly.

MCMAHAN pointed out that everyone has different visions and talents to offer and everyone should review the entire document chapter by chapter.

BUCKHOLT offered to provide a tour of projects for the Commissioners to become more familiar with the history of the Design Guidelines.

MCMAHAN requested photos of projects to be used as examples.

WOLCH asked about current submittal requests.

BUCKHOLT explained that currently handouts are not tied to an Ordinance.

BUCKHOLT advised the Commission that it might be premature to seek an Ordinance for the submittal requests, as it may be strong enough to include them in the Design Guidelines first. It is a lengthy process that may not be necessary.

BISOM commented that there are five more meetings in the year. He suggested splitting up the chapters in order to read and review the entire document before the end of the year.

WOLCH commented that now that the Simmons building is going up he regrets that there was not enough landscaping from Highway 167; there is too much visibility and not enough trees.

BUCKHOLT explained that they could explore implementing a corridor plan or a green belt into the Design Guidelines.

MCMAHAN added that she would like to see some policies in place that enhance the beauty of areas such as City entrances, these little details help to establish the first impression of the community.

HANSEN suggested that at the Urban Concept Plan, chapter #1, would be discussed. Everyone is asked to read and review this first section for the next meeting and come with ideas for improving the chapter, if necessary.

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BUCKHOLT will include the Design Guidelines Discussions in the future meeting agendas.

### **COMMISSIONER COMMENTS**

1. MCMAHAN would prefer to communicate electronically if at all possible.
2. BISOM would prefer to hold meetings in the Council Chambers for facilitating meetings with applicants.
3. BUCKHOLT would prefer to maintain professionalism in the meetings and feels the meeting rooms change the sense of meetings.
4. BISOM would like a copy of the By-laws for the next meeting.
5. MCMAHAN commented that if the By-laws were accessible, it would have made meetings with Fred Meyer and the public a little easier.

### **ADJOURNMENT**

The meeting adjourned at 7:23 p.m.

Taryn Capps  
Minutes Taker