



**Design Review Board  
Regularly Scheduled Meeting  
Monday, March 7, 2016  
2:00 – 5:00 PM  
Council Conference Room  
280 Madison Ave N  
Bainbridge Island, WA 98110**

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## **AGENDA**

- 2:00 PM            **Call to Order** (Attendance, Agenda, Ethics)
- 2:05 PM            **Approval of Minutes**  
January 4, 2016
- 2:10 PM            **Jones House Site Plan Review (PLN50311SPR)**  
Project Location: 176 Ericksen Ave  
Project Manager: Heather Beckmann
- 3:30 PM            **Assistance Dogs of Hawaii Pre-Application (PLN50432PRE)**  
Project Location: Corner of Ridge Lane and Bucklin Hill Road  
Project Manager: Heather Beckmann
- 4:50 PM            **New/Old Business**
- 5:00 PM            **Adjourn**



**CITY OF BAINBRIDGE ISLAND**  
**DESIGN REVIEW BOARD**

**Regularly Scheduled Meeting Minutes**

**Monday, January 4, 2016 at 2:00 p.m.**

**City Council Conference Room**

**280 Madison Ave N**

**Bainbridge Island, Washington 98110**

Call to Order (Attendance, Agenda, Ethics)

Creative Space (PLN50177SPR)

Wintergreen Walk (PLN50231PRE)

Old and New Business

Adjournment

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**Call to Order (Attendance, Agenda, Ethics)**

Chair Alan Grainger called the meeting to order at 2:01 PM. Design Review Board members also in attendance were Jim McNett, Chuck Depew and, Jeff Boon. Susan Bergen and Chris Gutsche were absent and excused. City Staff in attendance were Planning Manager Josh Machen, Senior Planner Heather Beckmann and Administrative Specialist Jane Rasely who monitored recording and prepared minutes.

Mr. Grainger mentioned that Mr. Michael Wangen was once an employee and Mr. Depew stated he lived across the wetlands from the Wintergreen Walk project site and had opposed the development but did not feel that would be an issue.

**Creative Space (PLN50177SPR)**

Senior Planner Heather Beckmann gave an update to the new members of the DRB providing past minutes and a brief synopsis of the DRB's work thus far. Mr. Wangen also gave an overview of the changes to the project since the DRB had seen it last citing the long delay was due to work with a wetlands specialist. The proposed equestrian/pedestrian trail was highlighted with the justification for the trail being on the eastern side of the road as opposed to on the BIMPD side (higher and drier ground). Mr. McNett asked about building materials. Mr. Dave Christianson (owner/developer) stated they would be metal siding in muted colors exactly the same as his previous development. He also stated he would be using vinyl windows. Mr. Depew asked why the final materials were not selected since this was the developer's final review with the DRB. Mr. McNett asked about trees, both saving (the property was primarily clear of trees) and adding new trees. Mr. Wangen stated 2/3 of the property was not being developed. Discussion of landscaping requirements for the parking lot occurred. Ms. Beckmann confirmed landscaping was required. Mr. Christianson stated that since they were leaving 67% of the parcel undeveloped, they would rather not have to do that. Mr. Grainger replied they had an obligation to state they were not meeting the standards and their rationale for why they should not have to meet the standard. Mr. McNett then asked whether the trash/recycling area was large enough for the development. The applicant stated it was conservatively sized for 12 or more small trash containers.

Mr. Wangen verbalized the issue as the prescribed end caps for the parking spaces and that they did not work with the creative open space design desired. Mr. McNett suggested a street elevation to show how the project would look. He also suggested they show a landscaping plan with landscape that would work for the open space design they wanted. Seeing how the developer could achieve their open space design with their own landscaping would be helpful. Landscape buffers and surety were discussed. Ms. Jackie Chipman spoke as a

representative of the Saddle Club and asked that ideally the equestrian trail would be better/safer on the Westside of the road. She also stated she understood why it would be proposed on the drier east side. She was also concerned about vehicular traffic and dust. Mr. Christianson stated he would be willing to pave the roadway up to the driveway which would help with potholes and dust when traffic levels were higher during special events (horse shows, etc.). The easement and whether it was a public or private easement was discussed.

Ms. Beckmann recommended for approval with the following conditions:

1. Engineer check infiltration with landscape architect to ensure buffer requirements can be met.
2. Landscaping in parking area should meet the code.
3. If there was any change to buffer, the applicant would return to the DRB.

Mr. Grainger confirmed that Ms. Beckmann would work out with the developer the four issues mentioned above.

**Motion: I move approval of application subject to clarification of above points.  
Depew/Perry: Unanimously approved 5-0**

### **Wintergreen Walk (PLN50231PRE)**

Planning Manager Josh Machen gave an overview of the project answering Mr. Depew's concerns over reviewing a project that has not had an architect engaged for the design. Discussion regarding the difference between a "clinic" and "building" as related to City Code occurred. Changes from the original Visconsi site plan to this new plan were reviewed. The developers were invited in at 3:32 PM. Architect Charles Wenzlau provided overview of the preliminary design concept of the project stating the design was based on future tenant Virginia Mason's ongoing design development. Highlights included how the site design had changed from the original site plan review with the original Visconsi development. Pedestrian connective walkways with adjacent rain garden were presented. It was stated the previously proposed stormwater pond would become an underground stormwater vault beneath one of the adjacent parking lots.

Mr. Grainger brought up the cement block walls that faced the lane and hoped they could create a front corner that would draw people in and be more attractive, such as that previously proposed by Virginia Mason in the Ericksen Avenue location. Mr. Wenzlau reiterated this was a preliminary concept and the design would only get better stating there were different ways to deal with the issues the DRB had brought up. Mr. Goldberg also agreed that the roof mechanicals would always be well screened. It was confirmed that Mr. Wenzlau would be designing the outside of the building. Concerns about employee parking as well as whether there was an appropriate number of customer parking spots included in the design were expressed. Mr. Charles Schmid (citizen) asked where the ambulance would be entering the clinic and both Mr. Wenzlau and Mr. Goldberg stated they needed to speak with Virginia Mason about that.

### **Old and New Business**

Discussion of whether or not to move the January 18, 2016 meeting due to the holiday occurred. The DRB opted to simply cancel that meeting unless there were a sufficient number of projects to fill the agenda.

### **Adjournment**

Meeting was adjourned at 4:29 PM.

Approved by:

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Alan Grainger, Chair

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Jane Rasely, Administrative Specialist



**CITY OF BAINBRIDGE ISLAND**

Department of Planning & Community Development

280 Madison Avenue North, Bainbridge Island, WA 98110

Phone: 206-842-2552 Email: [pcd@bainbridgewa.gov](mailto:pcd@bainbridgewa.gov)

Website: [www.bainbridgewa.gov](http://www.bainbridgewa.gov)

Portal: <https://ci-bainbridgeisland-wa.smartgovcommunity.com/portal>

**APPLICATION - PAGE 1**

DATE STAMP

City of Bainbridge Island  
AUG 12 2015  
Planning and  
Community Development

|   |                                |          |
|---|--------------------------------|----------|
| DATE SUBMITTED<br>08/12/2015                            | PROJECT NUMBER<br>PLN50311 PRE |          |
| PROJECT NAME <b>Jones House/Manzanita Partners</b>      |                                |          |
| PROJECT TYPE <b>Preapplication Conference</b>           |                                |          |
| PROJECT ADDRESS OR ACCESS STREET<br>176 Ericksen Avenue |                                |          |
| TAX PARCEL NUMBER(S)<br>26250230342009                  |                                |          |
| REVISIONS RECEIVED:                                     |                                |          |
|   |                                |          |
| FEE HISTORY   | AMOUNT                         | PAID     |
| Pre-Application Conference Fee                          | \$265.00                       | \$265.00 |

PROJECT DESCRIPTION

Remodel and expand the existing historic building, maintaining the historic look using similar building details. Change the use from commercial to residential with 3 or 4 units in the structure.

**Preapplication Conference: Tuesday, September 1, 2015 @ 11:00 a.m.**

PEOPLE ASSOCIATED WITH CASE

|  |
|--|
| COBI PROJECT MANAGER<br><b>HEATHER BECKMANN</b> -- PHONE: 206-780-3754 E-MAIL: <a href="mailto:hbeckmann@bainbridgewa.gov">hbeckmann@bainbridgewa.gov</a>  |
| OWNER<br><b>PARTNERS LLC MANZANITA</b> , Jon Thornburgh, Post Office Box 4729, Rolling Bay, WA 98061<br>Phone: 206-369-2739 E-MAIL:  |
| CONTACT<br><b>JON THORNBURGH</b> , Manzanita Partners Llc, Post Office Box 4729, Rolling Bay, WA 98061<br>Phone: 206-369-2739 E-MAIL: <a href="mailto:jonthornburgh@comcast.net">jonthornburgh@comcast.net</a> |

ORIGINAL

CITY OF BAINBRIDGE ISLAND

PREAPPLICATION CONFERENCE REQUEST

FORM MUST BE COMPLETED IN INK, PREFERABLY BLUE.

PENCIL WILL NOT BE ACCEPTED.



|  |  |
|--|--|
| <p><u>DATE STAMP<br/>FOR CITY USE ONLY</u></p> <p>City of Bainbridge Island</p> <p>AUG 12 2015</p> <p>Planning and<br/>Community Development</p> | <p><u>TO BE FILLED OUT BY APPLICANT</u></p>  |
|  | <p>PROJECT NAME: <u>JONES HOUSE REMODEL</u></p> <p>TAX ASSESSOR'S NUMBER: <u>262.502-3-034-2009</u></p> <hr/> <p>PROJECT STREET ADDRESS<br/>OR ACCESS STREET: <u>176 ERICSEEN AVENUE</u></p> <p>ENVIRONMENTAL CHECKLIST SUBMITTED: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> |
|  | <p><u>FOR CITY USE ONLY</u></p>  |
|  | <p>FILE NUMBER: <u>PLN50311 PRE</u></p> <p>PROJECT NUMBER: <u>50311</u></p> <p>DATE RECEIVED: <u>8.12.2015</u></p> <p>APPLICATION FEE: <u>\$265.00</u></p> <p>TREASURER'S RECEIPT NUMBER:</p>  |

**SUBMITTAL REQUIREMENTS**

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

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

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

CITY OF BAINBRIDGE ISLAND

PREAPPLICATION CONFERENCE REQUEST

FORM MUST BE COMPLETED IN INK, PREFERABLY BLUE.  
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A. GENERAL INFORMATION

1. Name of property owner: MANZANITA PARTNERS LLC  
Address: P.O. Box 4729, ROLLING BAY, WA 98061  
Phone: (206) 369-2739 Fax: \_\_\_\_\_  
E-mail: JONTHORNBURGH@COMCAST.NET  
JON THORNBURGH - MEMBER AND MANAGER - MANZANITA PARTNERS LLC

Name of property owner: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
E-mail: \_\_\_\_\_

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: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
E-mail: \_\_\_\_\_

3. Name of land surveyor: NONE - THIS IS A REMODEL OF AN EXISTING STRUCTURE.  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
E-mail: \_\_\_\_\_

4. Planning department personnel familiar with site: HEATHER BECKMANN

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5. Description of proposal:

PLEASE SEE ATTACHED.

6. Driving directions to site:

FROM WINSLOW WAY TURN NORTH ON TO ERICKSEN AVENUE. PROPERTY IS LOCATED APPROX. 200' ON THE EAST SIDE OF THE STREET

7. Please give the following existing parcel information:

| Assessor's Parcel Number          | Parcel Owner                  | *Lot Area         |
|-----------------------------------|-------------------------------|-------------------|
| <u>2622502-3-034-2009</u>         | <u>MANZANITA PARTNERS LLC</u> | <u>9,756 SQFT</u> |
|                                   |                               |                   |
|                                   |                               |                   |
| Use additional sheet if necessary | Total of all parcels:         |                   |

\* As defined in Bainbridge Island Municipal Code 18.12.050

8. Legal description (or attach):

PLEASE SEE ATTACHED.

9. Current comprehensive plan, zoning and shoreline designations and use of subject parcel(s):

| Lot Number | Comp Plan Designation | Zoning Designation           | Shoreline Designation | Current Use       |
|------------|-----------------------|------------------------------|-----------------------|-------------------|
| Lot        | <u>MUTC DISTRICTS</u> | <u>ERICKSEN AVE DISTRICT</u> | <u>N/A</u>            | <u>COMMERCIAL</u> |
| Lot        |                       |                              |                       |                   |
| Lot        |                       |                              |                       |                   |
| Lot        |                       |                              |                       |                   |

CITY OF BAINBRIDGE ISLAND

**PREAPPLICATION CONFERENCE REQUEST**

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

| Property | Comp Plan Designation | Zoning Designation   | Shoreline Designation | Current Use                  |
|----------|-----------------------|----------------------|-----------------------|------------------------------|
| North    | ERIKSSON AV DISTRICT  | ERIKSSON AV DISTRICT | N/A                   | COMMERCIAL                   |
| South    | CORE                  | CORE                 | N/A                   | MIXED USE                    |
| East     | CORE                  | CORE                 | N/A                   | COMMERCIAL                   |
| West     | GATEWAY DISTRICT      | GATEWAY DISTRICT     | N/A                   | GREEN SPACE - WINSLOW RAVINE |

11. Common name of adjacent water area or wetlands area: WINSLOW RAVINE

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:

|  |   |
|--|---|
| <input type="checkbox"/> wetland*        | <input type="checkbox"/> geologically hazardous area**  |
| <input type="checkbox"/> wetland buffer* | <input type="checkbox"/> zone of influence**            |
| <input type="checkbox"/> stream*         | <input type="checkbox"/> slope buffer**                 |
| <input type="checkbox"/> stream buffer*  | <input type="checkbox"/> 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:

|   |  |
|---|--|
| <input type="checkbox"/> CUP Conditional Use Permit     | <input type="checkbox"/> SPR Site Plan Review  |
| <input type="checkbox"/> MPD Master Planned Development | <input type="checkbox"/> SPT Short Plat        |
| <input type="checkbox"/> PUD Planned Unit Development   | <input type="checkbox"/> SSDP Shoreline Permit |
| <input type="checkbox"/> REZ Contract Rezone            | <input type="checkbox"/> SUB Prior Subdivision |
| <input type="checkbox"/> RUE Reasonable Use Exception   | <input type="checkbox"/> VAR Zoning Variance   |
|   | <input type="checkbox"/> Other:                |

Under which jurisdiction was the approval given?

City of Bainbridge Island  Kitsap County

Approval date: \_\_\_\_\_

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CITY OF BAINBRIDGE ISLAND

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14. Is there any other information which is pertinent to this project?  yes  no

If yes, please explain: PLEASE SEE ATTACHED.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**B. TECHNICAL INFORMATION**

1. Name of water purveyor: CITY OF BAINBRIDGE ISLAND  
If a private well, what class? \_\_\_\_\_

2. Type of sewage disposal:  on-site septic  off-site septic  sewer  
Sewer district:  City of Bainbridge Island  Sewer District 7

3. General description of the existing terrain: SLOPES VERY GENTLY FROM  
ERIKSSON AVENUE TO THE EAST.  
\_\_\_\_\_

4. Soil survey classification: AREA # DESIGNATION: 22. SOIL TYPE KAPOWSI.

5. Flood plain designation:  X  AE

**PREAPPLICATION CONFERENCE REQUEST**

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6. Access (street functional road classifications):

| Street Type          | Required ROW Width | Street Name    | Existing ROW Width |
|----------------------|--------------------|----------------|--------------------|
| primary arterial     | 150 feet           | Highway 305    |                    |
| secondary arterial   | 60 feet            |                |                    |
| collector            | 50 feet            | ERIKSEN AVENUE | 50'                |
| residential urban    | 40 feet            |                |                    |
| residential suburban | 30 feet            |                |                    |
| private              | 20 - 30 feet       |                |                    |

7. Sidewalks are adjacent to the parcel:  yes  no  
 If yes, existing sidewalks are \_\_\_\_\_ feet wide.  
 Sidewalk installation is proposed as part of the development project:  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:  
REMODEL EXISTING BUILDING. DURATION OF CONSTRUCTION - SIX  
TO NINE MONTHS.

9. Proposed floor area ratio (gross square feet contained in buildings excluding under-building parking/lot area): .48

10. Proposed lot coverage (total area of building footprint/lot area x 100%): 27 %

11. Height of proposed buildings or structures: 25'

12. Square footage of all spaces:  
 retail: \_\_\_\_\_ storage: \_\_\_\_\_  
 office: 1775 residential: 2,880  
(EXISTING BUILDING ON BACK OF LOT) other: \_\_\_\_\_

13. Number of stories proposed: 2

CITY OF BAINBRIDGE ISLAND

PREAPPLICATION CONFERENCE REQUEST

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14. Proposed setbacks:

north: EXISTING WALL LINE south: 8'
east: EXISTING WALL LINE west: ~ 125'

15. Number of parking stalls proposed: SIX

16. Amount of square footage of proposed paved areas: 100 SQFT

17. Percent of site to be covered by impervious surfaces: 28 %
(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: %

19. Is the applicant proposing any terms, conditions, covenants and agreements or other documents regarding the intended development: (If yes, attach copies)
[ ] yes [x] 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

CITY OF BAINBRIDGE ISLAND

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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: \_\_\_\_\_

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

7.31.2015  
Date

JONATHAN R. THORNBURGH  
Please Print

\*If signatory is not the owner of record, the attached "Owner/Agent Agreement" must be signed and notarized.

## **5. Description of Proposal:**

The project will remodel and expand the current building located at 176 Ericksen. The intent is to maintain the historic look of the existing structure through similar building details (i.e. size and shape of windows, an open front porch, and similar looking siding. The project is intended to address the poor condition of the building. There is no foundation and many components of the building are failing. The existing structure is currently a commercial use and we propose changing it to residential use with 3 or 4 units.

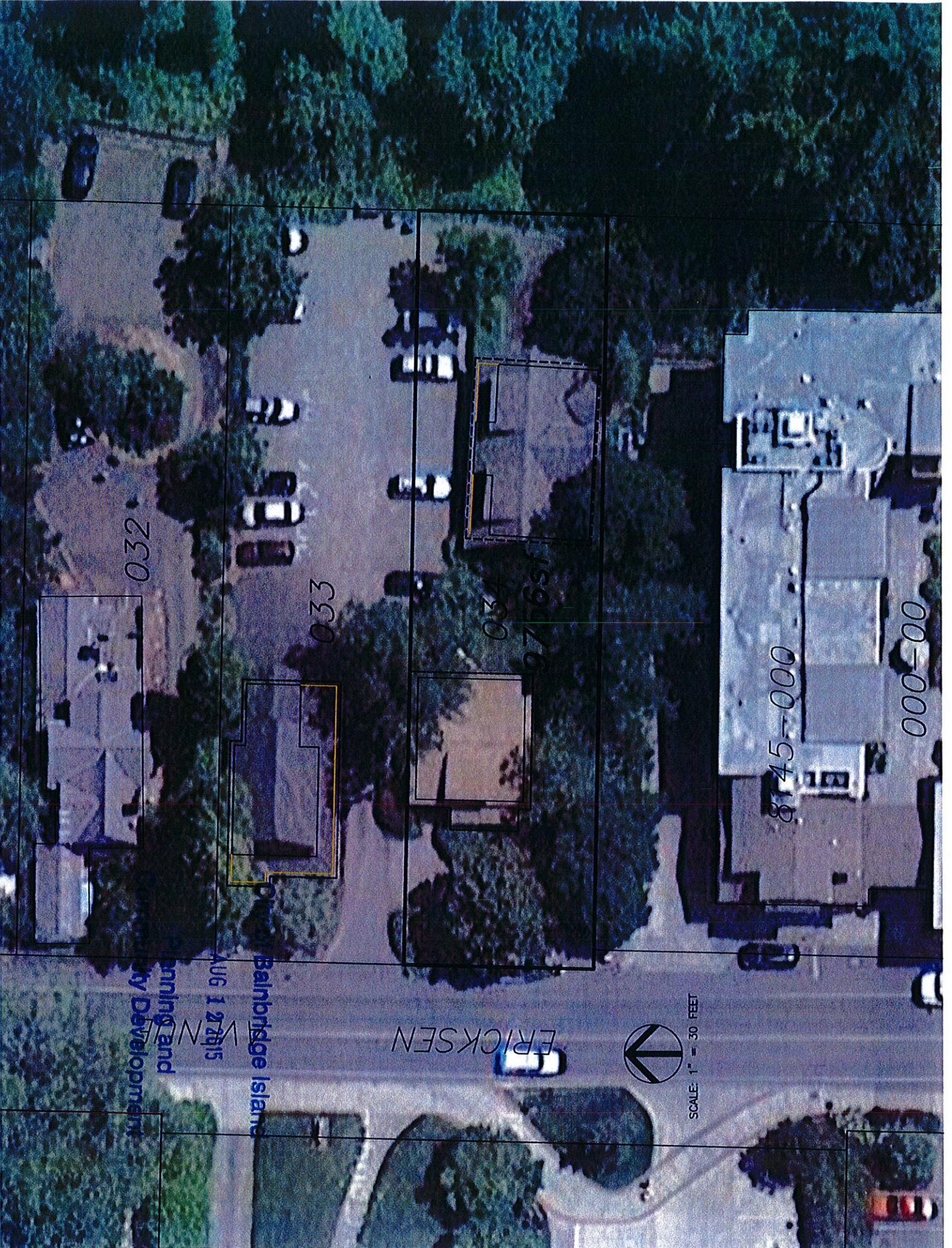
## **14. Other Pertinent Information**

1. We own both 176 Ericksen and the adjacent property to the north 188 Ericksen. 176 Ericksen has an easement via the driveway on 188 Ericksen for access to parking.
2. We want to preserve the historic look and feel of the buildings while addressing the structural deficiencies and increasing the usable area. This project will maintain the historic pattern of building placement and building scale.
3. This project proposes an addition that adds 10 feet of structure to the south portion of the existing building. There is a building located to the rear of 176 Ericksen, the address for this building is 180-182 Ericksen. Due to the placement of the rear building the proposed remodel of the 176 building will not increase the non-conformity and should not be subject to the Ericksen Avenue Guidelines SD3.
4. We wish to retain as much of the existing and mature landscaping as possible. Especially important is retaining the buffer of trees on the South Property line. This is important for the neighbors as well as maintaining the sense of privacy for these small structures. Equally important is retaining the large deciduous tree on the street side.
5. The current tenant of 176 Ericksen uses 15 parking spaces in our surface parking lot. We anticipate the new project to use 6 parking spaces and these can be located below the building.

**City of Bainbridge Island**

**AUG 12 2015**

**Planning and  
Community Development**



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Bainbridge Island  
Planning and  
City Development

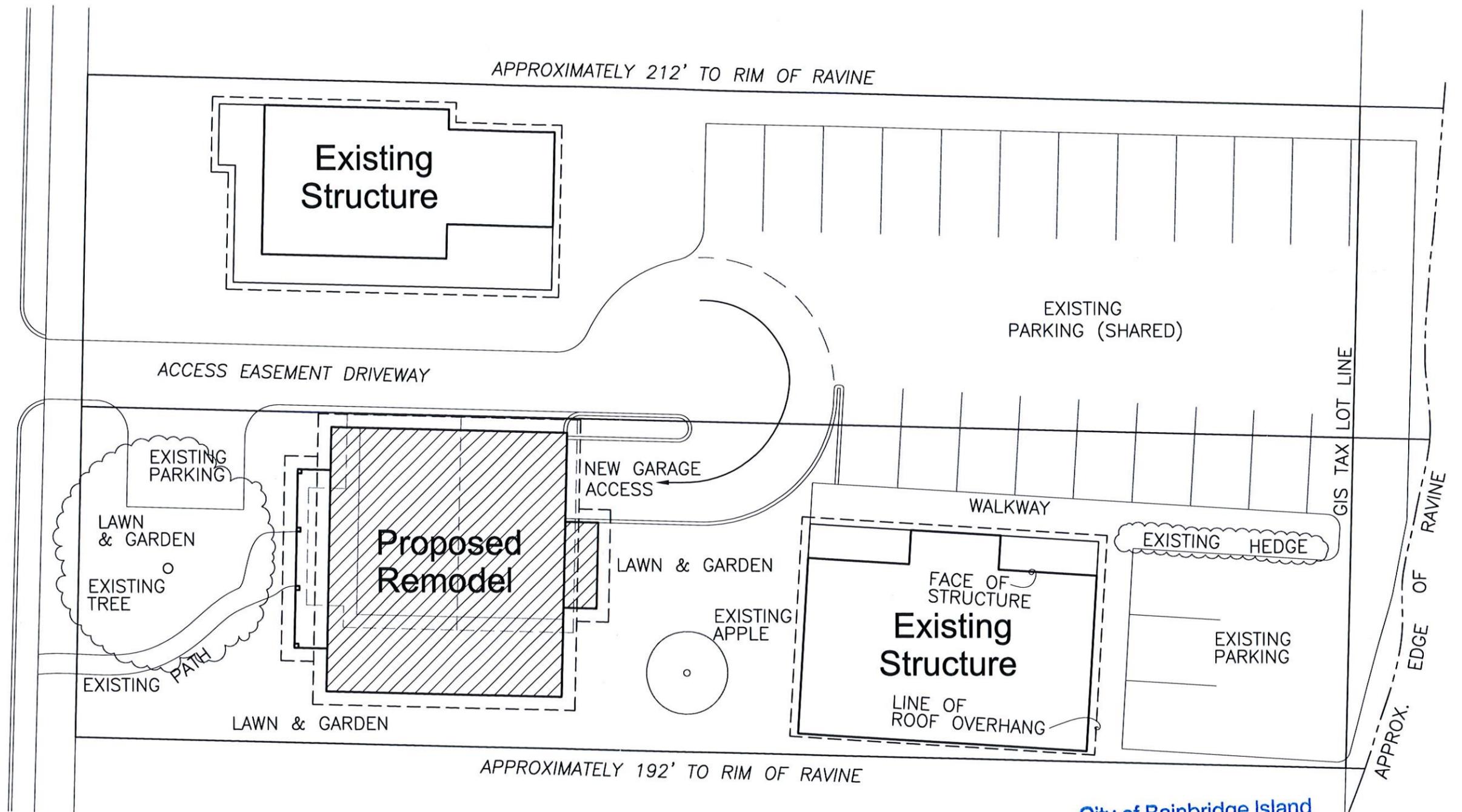
AUG 1 2 2015

ERICKSEN



SCALE: 1" = 30 FEET

ERICKSEN AVENUE



City of Bainbridge Island

AUG 12 2015

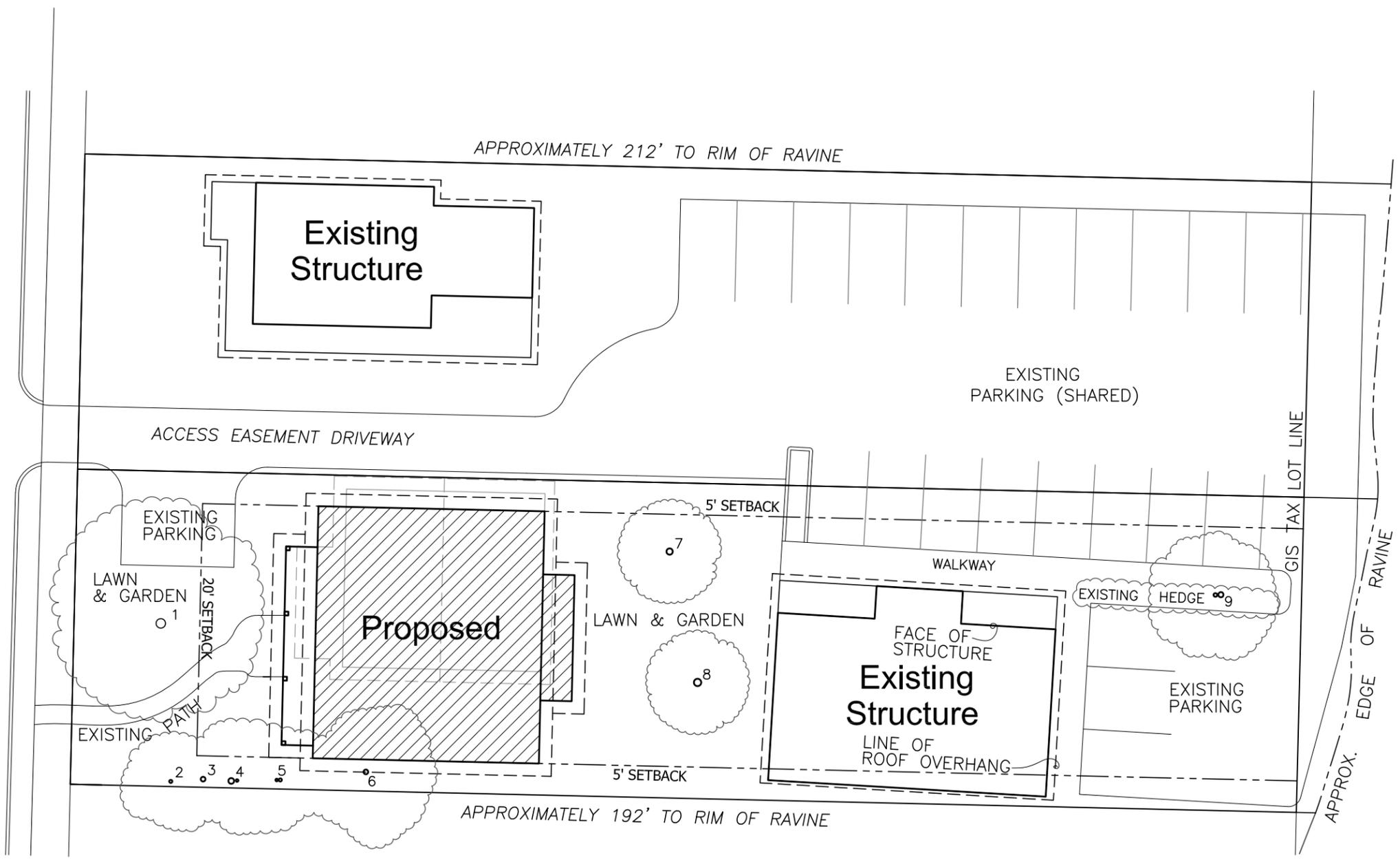
Planning and  
Community Development



# Site Plan

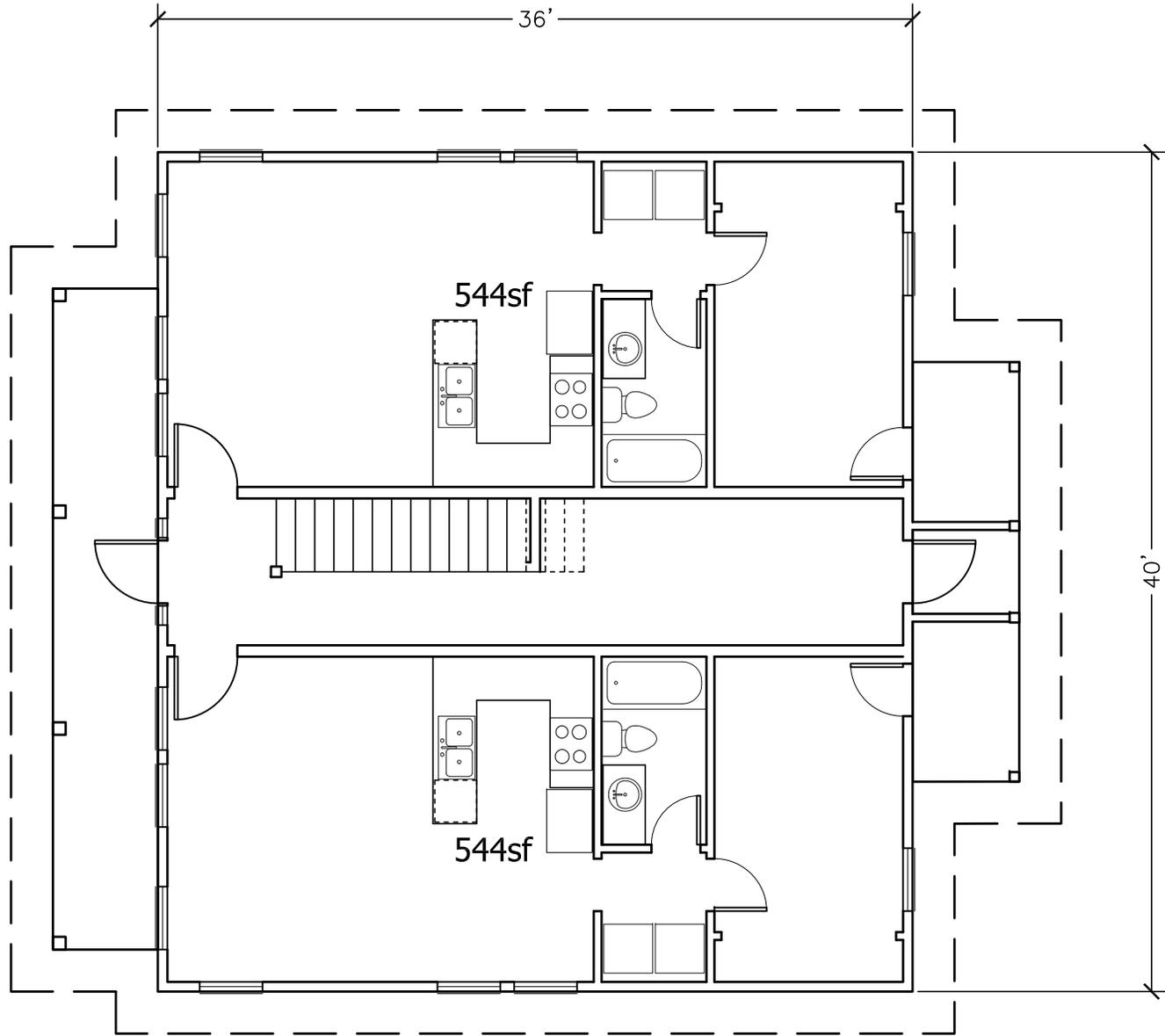
SCALE: 1" = 20 FEET

ERICKSEN AVENUE



# Site Plan

SCALE: 1" = 20 FEET



# Main Floor Plan

SCALE: 1/8" = 1'-0"

35' MAX BUILDING HEIGHT  
W/ PARKING BELOW

25' MAX BUILDING  
HEIGHT

SECOND FLOOR

FIRST FLOOR

STORAGE



## Street Elevation

SCALE: 1/8" = 1'-0"

3-2-16

35' MAX BUILDING HEIGHT  
W/ PARKING BELOW

City of Bainbridge Island

AUG 12 2015

Planning and  
Community Development

25' MAX BUILDING  
HEIGHT

SECOND FLOOR

FIRST FLOOR

PARKING



1/8" = 1'-0"

**DESIGN REVIEW BOARD DESIGN GUIDELINE CHECKLIST**  
**MIXED USE TOWN CENTER/ERICKSEN DISTRICT DESIGN GUIDELINES BIMC 18.18.030(E)**

Preapplication Conference Checklist

Formal Submittal Checklist

|  |                                    |  |  |
|--|------------------------------------|--|--|
| <b>PROJECT NAME</b><br>JONES HOUSE REMODEL   | <b>CASE NUMBER</b><br>PLN50311 PRE | <b>SITE ADDRESS</b><br>176 ERICKSEN AVENUE, BAINBRIDGE<br>IS | <b>TAX PARCEL NUMBER(S)</b><br>262502-3-034-2009 |
| <b>PROJECT DESCRIPTION</b>   |                                    |  |  |
| <p>The project will remodel and expand the current building located at 176 Ericksen. The intent is to maintain the historic look of the existing structure through similar building details (i.e. size and shape of windows, an open front porch, and similar looking siding. The project is intended to address the poor condition of the building. There is no foundation and many components of the building are failing. The existing structure is currently a commercial use and we propose changing it to residential use with 3 or 4 units.</p> |                                    |  |  |

| <b>SITE DESIGN</b>  |   |  |                        |
|---|---|--|------------------------|
| DESIGN GUIDELINE  | INTENT  | GUIDELINE  |                        |
| <b>SITE DESIGN 1</b>  | Ensure that the pre-1920s residential character predominates. | <b>PRESERVATION OF HISTORIC BUILDINGS</b><br>Owners are strongly encouraged to preserve historic (pre-1920) buildings. Any additions to existing historic structures shall be located to the rear and shall be consistent with the character of the older structure. | DRB<br>ACTION<br>(Y/N) |
| Applicant Response: Project is designed specifically to capture the look and feel of the existing 1908 home. The additional space is added to the south side and front of the building. This allows for preservation of mature trees and the courtyard between this structure and the building located to the rear. |   |  |                        |
| <b>SITE DESIGN 2</b>  | Ensure that the pre-1920s residential character predominates. | <b>SCALE OF CONSTRUCTION</b><br>Scale of buildings in this corridor shall remain modest (refer to guideline BD1). Any new development shall be constructed so that building forms, roof shapes and   | DRB<br>ACTION<br>(Y/N) |

|   |  |   |                            |
|---|--|---|----------------------------|
|   |  | relationship of building to street are compatible with the historic structures on Ericksen Avenue.  |                            |
| Applicant Response: The building scale is similar in size to the other two existing building on our parcels and substantially less than allowed by code. Building form and rooflines to be similar to the existing building in order to retain the historic look and feel of the street.  |  |   |                            |
|   |  |   |                            |
| <b>SITE DESIGN 3</b>  | Reinforce the historic pattern of development by retaining open-air view corridors from Ericksen Avenue through to the Winslow Ravine. | <b>RAVINE VIEW CORRIDORS</b><br>On the west side of Ericksen Avenue from Winslow Way to 200 feet north of Wyatt Way (where the Winslow Ravine leaves Ericksen to cross under Highway 305), the total of both side yard setbacks shall be at least 30% of the width of the frontage on Ericksen. Driveways may be in the setbacks, but the open-air view from the street through to the Winslow Ravine shall remain unobstructed by buildings or fences. | <b>DRB ACTION</b><br>(Y/N) |
| Applicant Response: There are two existing buildings on this parcel. Due to the site placement where the two buildings are offset the property does not meet the open-air view corridor requirement. The proposed additional space does not increase the non-conformity and retains both the historic pattern of development and existing mature trees. |  |   |                            |
| <b>SITE DESIGN 4</b>  | Reinforce the historic pattern of development.   | <b>SETBACKS</b><br>Buildings shall be set back from the front property line in accordance with the zoning ordinance, which allows porches and bay windows to intrude into the setback.  | <b>DRB ACTION</b><br>(Y/N) |
| Applicant Response: This project does not meet the front set back requirement. To meet the requirement would require removal of a heritage tree. Moving the building forward would also not reinforce the historic pattern of   |  |   |                            |

|   |  |  |                     |
|---|--|--|---------------------|
| development – the original building have staggered set backs are not located as close to the street as currently required.  |  |  |                     |
| <b>SITE DESIGN 5</b>  | Reinforce the historic pattern of development.         | LANDSCAPE FRONT YARDS<br>Landscaped front yards shall be provided. At least 50% of the area between the ROW and the building setback shall be landscaped with trees, shrubs and ground cover.                | DRB ACTION<br>(Y/N) |
| Applicant Response: A main goal of the project is to retain as much of the existing mature trees and landscaping as possible. Substantially more than 50% of the front yard will be landscaped. |  |  |                     |
|   |  |  |                     |
| <b>SITE DESIGN 6</b>  | To have signs along this corridor be very unobtrusive. | SIGNS<br>The design of signs should be integrated with the architecture of the building, with features and materials common to pre-1920 structures on Ericksen. No neon or internally lit signs are allowed. | DRB ACTION<br>(Y/N) |
| Applicant Response: All signage will be designed to match the style of the building and will not be either neon or internally lit.  |  |  |                     |

*Building Design Guidelines continued on following page...*

| <b>BUILDING DESIGN</b>  |  |  |                     |
|---|--|--|---------------------|
| DESIGN GUIDELINE  | INTENT   | GUIDELINE  | DRB ACTION<br>(Y/N) |
| <b>BUILDING DESIGN 1</b>  | Ensure that the scale of new development is compatible with historic structures. | <b>MAXIMUM BUILDING FOOTPRINT</b><br>South of Wyatt, the total footprint of any building shall not exceed 2500 sf. North of Wyatt, buildings shall be designed in sections with footprints not exceeding 2500 sf. There shall be no minimal connections between these sections so that the overall project appears more compatible with smaller, individual buildings to the south of Wyatt. |                     |
| Applicant Response: Proposed footprint to be approximately 1,500 square feet. |  |  |                     |

|  |  |   |                  |
|--|--|---|------------------|
|  |  |   |                  |
| <b>BUILDING DESIGN 2</b>   | Continue the historic pattern of building forms. | <b>PITCHED ROOFS</b><br>Buildings should have pitched roofs with one or more visible ridge lines. Roof pitch on main roofs shall have at least 8: 12 and no more than 12: 12. Roof overhang should be at least 12". Roof pitch on shed dormers and attached porches shall be at least 4: 12. No continuous roof ridge shall be over 50' long. | DRB ACTION (Y/N) |
| Applicant Response: Roof pitches to meet criteria.   |  |   |                  |
|  |  |   |                  |
| <b>BUILDING DESIGN 3</b>   | Continue the historic pattern of building forms. | <b>BUILDING AND SITE ACCESS</b><br>In new construction, features such as handicap access and pedestrian access to underground parking shall be integrated within buildings, not placed as visible add-ons.<br><br>In remodel projects, this guideline will be met to the extent feasible.   | DRB ACTION (Y/N) |
| Applicant Response: Integration of ADA and pedestrian access to be integrated in overall design. |  |   |                  |
| <b>BUILDING DESIGN 4</b>   | Continue the historic pattern of building forms. | <b>BUILDING MATERIALS</b><br>Such features and materials common to the pre-1920 structures on Ericksen as horizontal wood siding, frieze boards, double-hung windows, trim at   | DRB ACTION (Y/N) |

|  |  |  |  |
|--|--|--|--|
|  |  | <p>windows, corner braces, porches, bay windows, prominent roof overhangs and red brick chimneys, are encouraged. <i>It is the responsibility of the applicant to demonstrate that proposed building materials meet the intent of the guideline.</i></p> |  |
| <p>Applicant Response: Project's intent is to retain the pre-1920's look of the design features the existing building and incorporate in the new construction. We have attempted to replicate the existing structure as closely as possible using the design details and types of materials that make the existing building distinctive.</p> |  |  |  |

|  |
|--|
|  |
|--|

*Additional comments/recommendations from the Design Review Board on the following page...*

|  |
|--|
| <p>GUIDELINES REQUIRING ACTION PER DESIGN REVIEW BOARD</p> |
| <p>DESIGN REVIEW BOARD SUMMARY MOTION ON ACTIONS</p>       |



|  |   |
|--|---|
| <p><b><u>DATE STAMP<br/>FOR CITY USE ONLY</u></b></p>  | <p style="text-align: center;"><b><u>TO BE FILLED OUT BY APPLICANT</u></b></p> <p><b>PROJECT NAME:</b> ASSISTED DOGS TRAINING CENTER</p> <hr/> <p><b>TAX ASSESSOR'S NUMBER:</b> <u>AP# 4178-000-013-0102</u></p> <hr/> <hr/> <p><b>PROJECT STREET ADDRESS<br/>OR ACCESS STREET:</b> NE CORNER OF RIDGE LANE &amp; BUCKLIN HILL ROAD</p> <hr/> <p><b>ENVIRONMENTAL CHECKLIST SUBMITTED :</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <hr/> <p style="text-align: center;"><b><u>FOR CITY USE ONLY</u></b></p> <p><b>FILE NUMBER:</b></p> <hr/> <p><b>PROJECT NUMBER:</b></p> <hr/> <p><b>DATE RECEIVED:</b></p> <hr/> <p><b>APPLICATION FEE:</b></p> <hr/> <p><b>TREASURER'S RECEIPT NUMBER:</b></p> <hr/> |
| <p><b><u>SUBMITTAL REQUIREMENTS</u></b></p>  |   |
| <b>APPLICATION</b>   | <i>One original (which must contain an original signature) and six copies</i> must be provided. Whenever possible, originals must be <i>signed in blue</i> . Please identify the original document.   |
| <b>SUPPORTING DOCUMENTS</b>  | <i>One original (which must contain an original signature)</i> , where applicable, and <i>six copies</i> (if an original is not applicable, <i>seven copies</i> must be provided).  |
| <b>FULL-SIZE DRAWINGS</b>  | <i>Seven copies</i> of the required drawings must be provided. Drawings <i>must be folded and 18" x 24"</i> in size. <i>No construction drawings or other sized drawings</i> will be accepted unless specifically requested.  |
| <b>REDUCED DRAWINGS</b>  | <i>Two copies (five if commercial)</i> of the drawings reduced to 11" x 17" must be provided.   |
| <b>SUBMITTING APPLICATIONS</b>   | Applications <i>must be submitted in person</i> by either the owner or the owner's designated agent. Should an agent submit the application, a <i>notarized Owner/Applicant Agreement</i> must accompany the application (owner/app agreement attached). Please call (206) 780-3762 to set up an appointment to submit the application.   |
| <b>FEES</b>  | Please call the Department of Planning & Community Development for submittal fee information. Review by the Kitsap County Health Department may require additional fees and processing time.  |
| <p><b>APPLICATIONS WILL NOT BE ACCEPTED<br/>unless these basic requirements are met and the submittal packet is deemed counter complete.</b></p> |   |

**A. GENERAL INFORMATION**

1. Name of property owner: HAWAII CANINES FOR INDEPENDENCE  
Address: PO BOX 1803, MAKAWAO, HI 96768  
Phone: 808-298-0167 Fax: \_\_\_\_\_  
E-mail: assistancedogsofhawaii@gmail.com

Name of property owner: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
E-mail: \_\_\_\_\_

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: Charles Wenzlau Wenzlau Architects  
Address: 490 Madison Avenue North 105, Bainbridge Island WA 98110  
Phone: 206-780-6882 Fax: \_\_\_\_\_  
E-mail: charlie@wenzlauarchitects.com

3. Name of land surveyor: Not selected  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
E-mail: \_\_\_\_\_

4. Planning department personnel familiar with site: Josh Machen

5. Description of proposal: This project will create a new training facility for Assistance Dogs of Hawaii on Bainbridge Island. The facility will consist of two main buildings: A 1,780SF caretaker building and a 1,880SF teaching barn. These buildings will share a common parking lot and outdoor space.

6. Driving directions to site: NE Corner of Bucklin Hill Road and Ridge Lane

7. Please give the following existing parcel information:

| Assessor's Parcel Number | Parcel Owner | *Lot Area |
|--------------------------|--------------|-----------|
|--------------------------|--------------|-----------|

|                                   |                       |        |
|-----------------------------------|-----------------------|--------|
| 4178-000-013-0102                 |                       | 4.31AC |
|                                   |                       |        |
|                                   |                       |        |
| Use additional sheet if necessary | Total of all parcels: | 4.31AC |

\* As defined in Bainbridge Island Municipal Code 18.06.630

8. Legal description (or attach): See attached

9. Current comprehensive plan, zoning and shoreline designations and use of subject parcel(s):

| Lot Number | Comp Plan Designation | Zoning Designation | Shoreline Designation | Current Use |
|------------|-----------------------|--------------------|-----------------------|-------------|
| Lot 02     | R-1                   | R-1                | N/A                   | Vacant      |
| Lot        |                       |                    |                       |             |
| Lot        |                       |                    |                       |             |
| Lot        |                       |                    |                       |             |

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

| Property | Comp Plan Designation | Zoning Designation | Shoreline Designation | Current Use             |
|----------|-----------------------|--------------------|-----------------------|-------------------------|
| North    | R-1                   | R-1                | N/A                   | Residential             |
| South    | R-0.4                 | R-0.4              | N/A                   | Education, Hyla School  |
| East     | R-1                   | R-1                | N/A                   | Cultural, veterans Hall |
| West     | R-1                   | R-1                | N/A                   | Residential             |

11. Common name of adjacent water area or wetlands area: None known

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:

|  |   |
|--|---|
| <input type="checkbox"/> wetland*        | <input type="checkbox"/> geologically hazardous area**  |
| <input type="checkbox"/> wetland buffer* | <input type="checkbox"/> zone of influence**            |
| <input type="checkbox"/> stream*         | <input type="checkbox"/> slope buffer**                 |
| <input type="checkbox"/> stream buffer*  | <input type="checkbox"/> 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:

|   |  |
|---|--|
| <input type="checkbox"/> CUP Conditional Use Permit     | <input type="checkbox"/> SPR Site Plan Review  |
| <input type="checkbox"/> MPD Master Planned Development | <input type="checkbox"/> SPT Short Plat        |
| <input type="checkbox"/> PUD Planned Unit Development   | <input type="checkbox"/> SSDP Shoreline Permit |
| <input type="checkbox"/> REZ Contract Rezone            | <input type="checkbox"/> SUB Prior Subdivision |
| <input type="checkbox"/> RUE Reasonable Use Exception   | <input type="checkbox"/> VAR Zoning Variance   |

|  |                          |        |
|--|--------------------------|--------|
|  | <input type="checkbox"/> | 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: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**B. TECHNICAL INFORMATION**

1. Name of water purveyor: Washington Water Service  
If a private well, what class? \_\_\_\_\_

2. Type of sewage disposal:     on-site septic     off-site septic     sewer  
Sewer district:     City of Bainbridge Island     Sewer District 7

3. General description of the existing terrain:    Sloping  
\_\_\_\_\_  
\_\_\_\_\_

4. Soil survey classification:    Site was previously borrow and fill site  
\_\_\_\_\_

5. Flood plain designation:     A     AE

6. Access (street functional road classifications):

| Street Type          | Required ROW Width | Street Name  | Existing ROW Width |
|----------------------|--------------------|--------------|--------------------|
| primary arterial     | 150 feet           |              |                    |
| secondary arterial   | 60 feet            | Bucklin Hill | Not known          |
| collector            | 50 feet            |              |                    |
| residential urban    | 40 feet            |              |                    |
| residential suburban | 30 feet            | Ridge Lane   | Not known          |
| private              | 20 - 30 feet       |              |                    |

7. Sidewalks are adjacent to the parcel:     yes     no

If yes, existing sidewalks are \_\_\_\_\_ feet wide.

Sidewalk installation is proposed as part of the development project:     yes     no

Proposed sidewalks:     adjacent to the parcel and are to be \_\_\_\_\_ feet wide.  
                                   internal to the proposal and are to be 5 feet wide.

8. Intended use of the land, as well as the sequence and timing of the proposed development:  
See project description above.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

9. Proposed floor area ratio (gross square feet contained in buildings excluding under-building parking/lot area): N/A  
\_\_\_\_\_

10. Proposed lot coverage (total area of building footprint/lot area x 100%): Allowable: 15%, Proposed 3%  
\_\_\_\_\_

11. Height of proposed buildings or structures: 20'  
\_\_\_\_\_

12. Square footage of all spaces:  
retail: \_\_\_\_\_ storage: \_\_\_\_\_  
office: \_\_\_\_\_ residential: \_\_\_\_\_  
other: Educational: 3,360SF

13. Number of stories proposed: One Story  
\_\_\_\_\_

14. Proposed setbacks:  
north: 40' south: 410'  
east: 160' west: 30'

15. Number of parking stalls proposed: 10 stalls  
\_\_\_\_\_

16. Amount of square footage of proposed paved areas: 10,500SF  
\_\_\_\_\_

17. Percent of site to be covered by impervious surfaces: 11.500SF  
**(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: 94.5%  
\_\_\_\_\_

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.)  
Project is not phased.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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:  
CUP/SPR approval, Building Permit  
\_\_\_\_\_  
\_\_\_\_\_

- 
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: \_\_\_\_\_

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

\_\_\_\_\_  
\*Signature of owner or authorized agent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Please Print

***\*If signatory is not the owner of record, the attached "Owner/Agent Agreement" must be signed and notarized.***



December 17, 2015

City of Bainbridge Island  
Dept. Of Planning and Community Development  
280 Madison Avenue North  
Bainbridge Island, WA 98110-2824

City of Bainbridge Island

JAN 14 2016

Planning and  
Community Development

RE: ASSISTANCE DOGS TRAINING CENTER  
PRE-APPLICATION CONFERENCE  
PROJECT DESCRIPTION

The following project description is being submitted as a part of the Pre-application submittal for the proposed educational facility located on Ridge Lane, Bainbridge Island, Washington.

#### **EXISTING CONDITIONS**

The site is located at the NE corner of Bucklin Hill Road and Ridge Lane. The proposed use is a conditional use (educational) in the R-1 zone. The 4.3 acre site, currently vacant, was formerly a borrow and fill site. The parcel is gently sloping to the SE and has a continuous buffer of evergreen trees. The surrounding uses include residential to the north, Veteran's Hall and fire station to the east, residential to the west, and educational (Hyla School) to the south.

#### **ASSISTANCE DOGS OF HAWAII**

Assistance Dogs of Hawaii is a nationally accredited, 501(c)(3) charitable organization that provides children and adults, with disabilities, specially trained dogs that increase their independence and enhance the quality of their lives. All of the Assistance Dogs and lifetime follow-up support are provided free of charge. They have two main programs: the Assistance Dog Program and the Community Outreach Program.

Assistance Dogs of Hawaii has had an increasing number of requests from people in the Pacific Northwest for Assistance Dogs over the past several years. They currently have several graduate teams in Washington and Oregon and many volunteers and supporters in the greater Seattle area.

## **ASSISTANCE DOGS PROGRAMS**

### **Training Programs**

Each dog in the Assistance Dog Program must complete five levels of training, which takes about a year and a half, before graduating. The students are carefully matched with an Assistance Dog and must complete a two week Team Training Camp before graduating. The students receive 80 hours of initial instruction and must pass daily written and practical exams with a score of at least 90%.

The current Training Programs include the following:

- **Service Dogs** assist people with physical disabilities by performing tasks such as retrieving objects that are out of reach, pulling wheelchairs, turning on lights, opening doors and finding help when needed.
- **Courthouse Dogs** provide comfort and courage to children who are victims or witnesses of crime. These specially trained dogs work full time at the Prosecutor's Office or Children's Justice Center helping children to find their voice throughout the difficult legal process.
- **Social Therapy Dogs** provide unconditional love for children with special needs. These full time home companions provide physical, emotional and psychological benefits that enhance the quality of a child's life.
- **Hospital Facility Dogs** provide love, companionship and therapeutic benefit to patients at hospitals and nursing homes. They work full time and live with a staff member who receives intensive training and is certified in Animal Assisted Therapy.

### **Community Outreach Programs**

While the Assistance Dog Program benefits people throughout the Pacific Northwest, the Community Outreach Program will primarily benefit people on Bainbridge Island. The current Community Outreach Programs include the following:

- **Therapy Team Program:** Therapy Dog Teams visit residents and patients at local area nursing homes, hospitals and rehab facilities on a weekly basis.
- **Ohana Program:** Benefits groups, like the Easter Seals and special education classes, that make regular visits. These programs are designed specifically to educate and benefit each group.
- **Workplace Readiness:** Local high school students with special needs work part-time at our campus where they receive valuable training and experience that will help them obtain gainful employment upon graduating from high school.
- **Veterans Program:** Services are also provided to a wide range of veterans, including those with physical disabilities and PTSD. Service and Therapy Dogs assist veterans needing help readjusting to life after deployment.

- **Educational Program:** Educational presentations are provided for the community with visits to local schools as well as businesses and civic organizations.
- **Continuing Education:** Continuing educational classes are provided for all of the graduates.

## **PROPOSED USE**

The property on Ridge Lane is an ideal location for our northwest campus and is a perfect fit for the program and its mission. The size of the lot as well as the close proximity to the ferry and locations such as Hyla Middle School, the Fire Department, and the Veterans Hall, are ideal.

The vision for the campus on Bainbridge Island is to replicate the successful model established in Hawaii. The campus will include two structures, approximately 1,800 square feet each. One building will house an instructor/caretaker and two students. The instructor will reside on campus full-time and the students will be in residence during the two-week training course, which usually happens twice a year. The other building will have a large training/conference room, an office and a classroom. Parking is based upon 2-3 staff on site each day plus visitors.

The dogs will not be maintained in kennels. Instead, approximately 4-5 dogs will reside with the caretaker. Additional puppies (4-5) will live offsite in the homes of volunteer puppy raisers. These volunteers will attend weekly puppy classes on campus. The entire campus will be wheelchair accessible, including nature trails and a future wheelchair accessible treehouse.

Our hours of operation will be Monday – Friday, 9:00am-5:00pm. A typical week includes visitors at the following frequency: Easter Seals (once a week), workplace readiness students (1-2 students twice a week), puppy training class (once a week), and student volunteers (1-2 students five days/week). Yearly activities include Team Training Class (twice a year for 2-3 students) and Continuing Education (8 hour classes twice a year). No retail activities will take place at the facility.

## **ARCHITECTURAL DESIGN**

The proposed buildings will be located at the NW corner of the site. The campus is visually split into two matching buildings with a large central grass area. Parking is contained in a parking court with one point of access from Ridge Lane. Access from Bucklin Hill is not practical due to site slopes. The entire facility will be designed to be fully accessible with universal design principles.

The building design and site plan evokes a rural farmstead. The building form and material will be similar to historic Hyla School and out buildings, near the site. The exterior materials include; board and batten siding, cement board infill panels, metal pitched roofs, exposed wood breezeway, to maintain a rural utilitarian spirit.

# ASSISTANCE DOGS TRAINING CENTER



WENZLAU ARCHITECTS  
490 MADISON AVE N., SUITE 105  
BAINBRIDGE ISLAND, WA 98110  
WWW.WENZLAUARCHITECTS.COM  
206.780.6882

## PROJECT DIRECTORY

OWNER: HAWAII CANINES FOR INDEPENDENCE  
PO BOX 1803  
MAKAWAO, HI 96768  
TEL: (808) 298.0167  
ASSISTANCEDOGSOFHAWAII@GMAIL.COM

ARCHITECT: WENZLAU ARCHITECTS  
CHARLIE WENZLAU  
490 MADISON AVENUE NORTH #105  
BAINBRIDGE ISLAND, WA 98110  
TEL: (206) 780.6882 FAX: (206) 780.9288  
CHARLIE@WENZLAUARCHITECTS.COM

## PROJECT INFORMATION

TAX PARCEL: 4178-00-013-0102

ADDRESS: NO ADDRESS

ZONING: R-1

SURROUNDING USES: East: R-1  
West: R-1  
North: R-1  
South: R-0.4

LOT COVERAGE: Allowable: 15%  
Proposed: 3%

USE: EDUCATION CENTER (CUP)

PROGRAM: Living Quarters 1,880SF  
Teaching Barn 1,780SF

PARKING: Required: 2-3 SPACES  
Proposed: 10 SPACES

HEIGHT LIMIT: 25'

REQ. SETBACKS: Front: 25'  
Side: 15'  
Rear: 25'

LANDSCAPE: Tree Retention: (40 tree units/ac) =s 172 units  
25' Roadside Buffer (full screen)  
25' Landscape Buffer (15' min. full screen)

## DRAWING INDEX

|                                  |     |
|----------------------------------|-----|
| COVER                            | A 0 |
| MASTER SITE PLAN                 | A 1 |
| CONTEXT ANALYSIS                 | A 2 |
| CONCEPT SITE PLAN                | A 3 |
| FLOOR PLAN @ CARETAKER RESIDENCE | A 4 |
| FLOOR PLAN @ TEACHING BARN       | A 5 |
| ELEVATIONS @ CARETAKER RESIDENCE | A 6 |
| ELEVATIONS @ TEACHING BARN       | A 7 |

## VICINITY MAP



## LEGAL DESCRIPTION

STETSON'S, H A, 5 ACRE TRACTS  
TRACT 13, STETSON'S H A, 5 ACRE TRACTS, ACCORDING TO PLAT  
RECORDED IN VOLUME 3 OF PLATS, PAGE 26, RECORDS OF KITSAP  
COUNTY, WASHINGTON. EXCEPT THE SOUTH 10 FEET PER RIGHT OF  
WAY DEED RECORDED UNDER AUDITOR'S FILE NO. 148372.>>>ALSO  
EXCEPT THAT PORTION CONVEYED UNDER AUDITOR'S FILE NO.  
201408290245, RECORDS OF KITSAP COUNTY, WASHINGTON

ASSISTANCE DOGS  
TRAINING CENTER  
BAINBRIDGE ISLAND, WA

OWNER: HAWAII CANINES FOR INDEPENDENCE

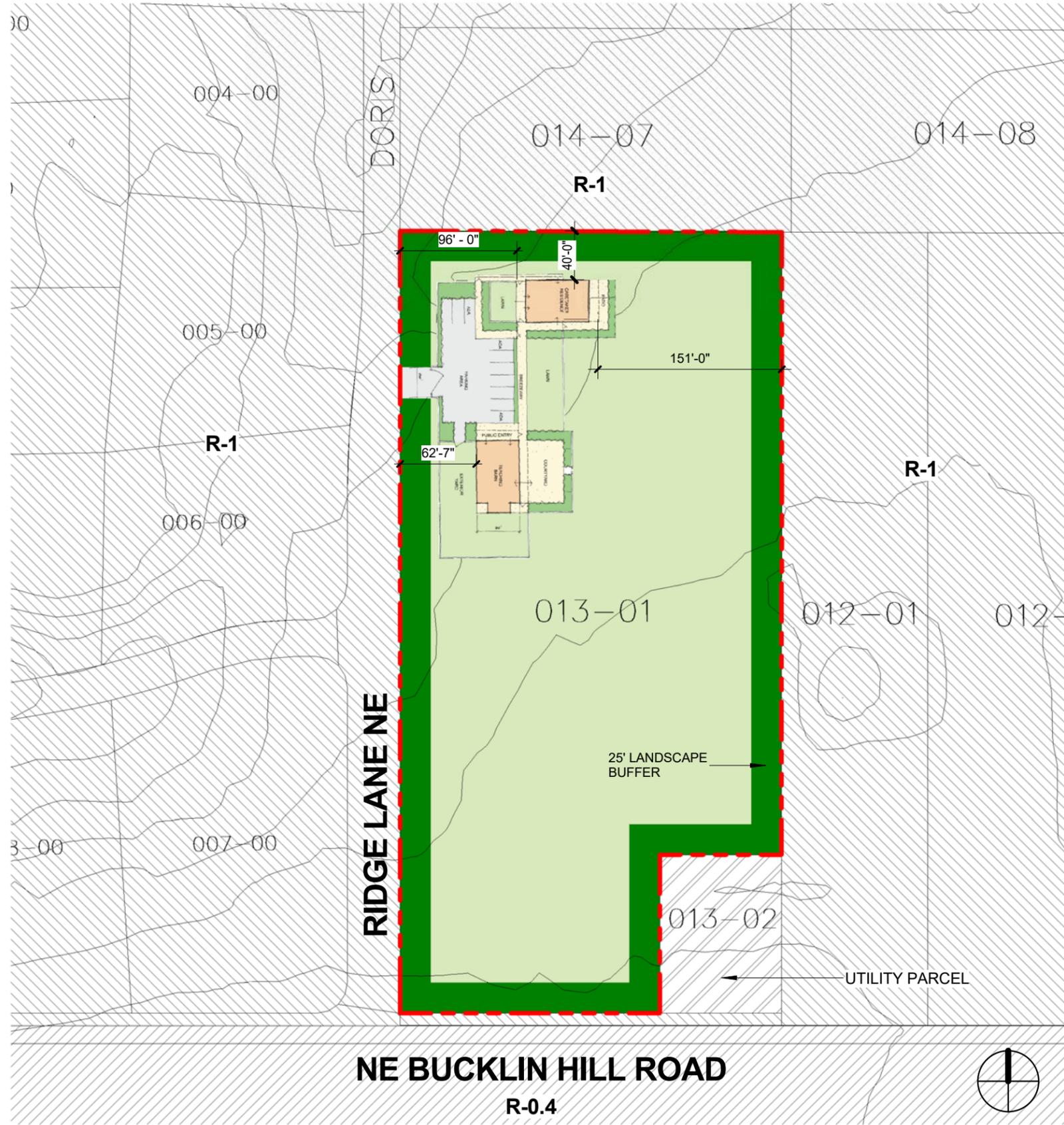
## PRE-APP SUBMITTAL

|         |             |      |
|---------|-------------|------|
| PROJECT | 1519        |      |
| DATE    | 12/11/2015  |      |
| NO.     | DESCRIPTION | DATE |

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COVER

A 0



**1** MASTER SITE PLAN  
1" = 100'-0"



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**ASSISTANCE DOGS  
TRAINING CENTER**  
BAINBRIDGE ISLAND, WA

OWNER: HAWAII CANINES FOR INDEPENDENCE

PRE-APP SUBMITTAL

|         |             |      |
|---------|-------------|------|
| PROJECT | 1519        |      |
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MASTER SITE PLAN

**A 1**

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**AERIAL SITE VIEW**



**RESIDENTIAL**

**PROJECT SITE**

**RESIDENTIAL**

**VETERAN'S HALL**

**HYLA SCHOOL**



**STREET VIEW AT RIDGE LANE NE  
LOOKING SOUTH  
PROPERTY IS TO THE LEFT**



**STREET VIEW AT BUCKLIN HILL RD  
LOOKING EAST  
PROPERTY IS TO THE LEFT**



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|         | DATE        |

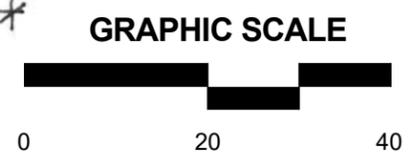
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CONTEXT ANALYSIS

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**1** SITE PLAN SKETCH  
1" = 20'-0"



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CONCEPT SITE PLAN

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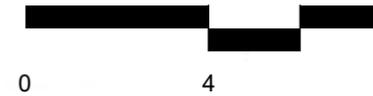


1

FLOOR PLAN @ CARETAKER RESIDENCE

3/16" = 1'-0"

GRAPHIC SCALE



**ASSISTANCE DOGS  
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BAINBRIDGE ISLAND, WA

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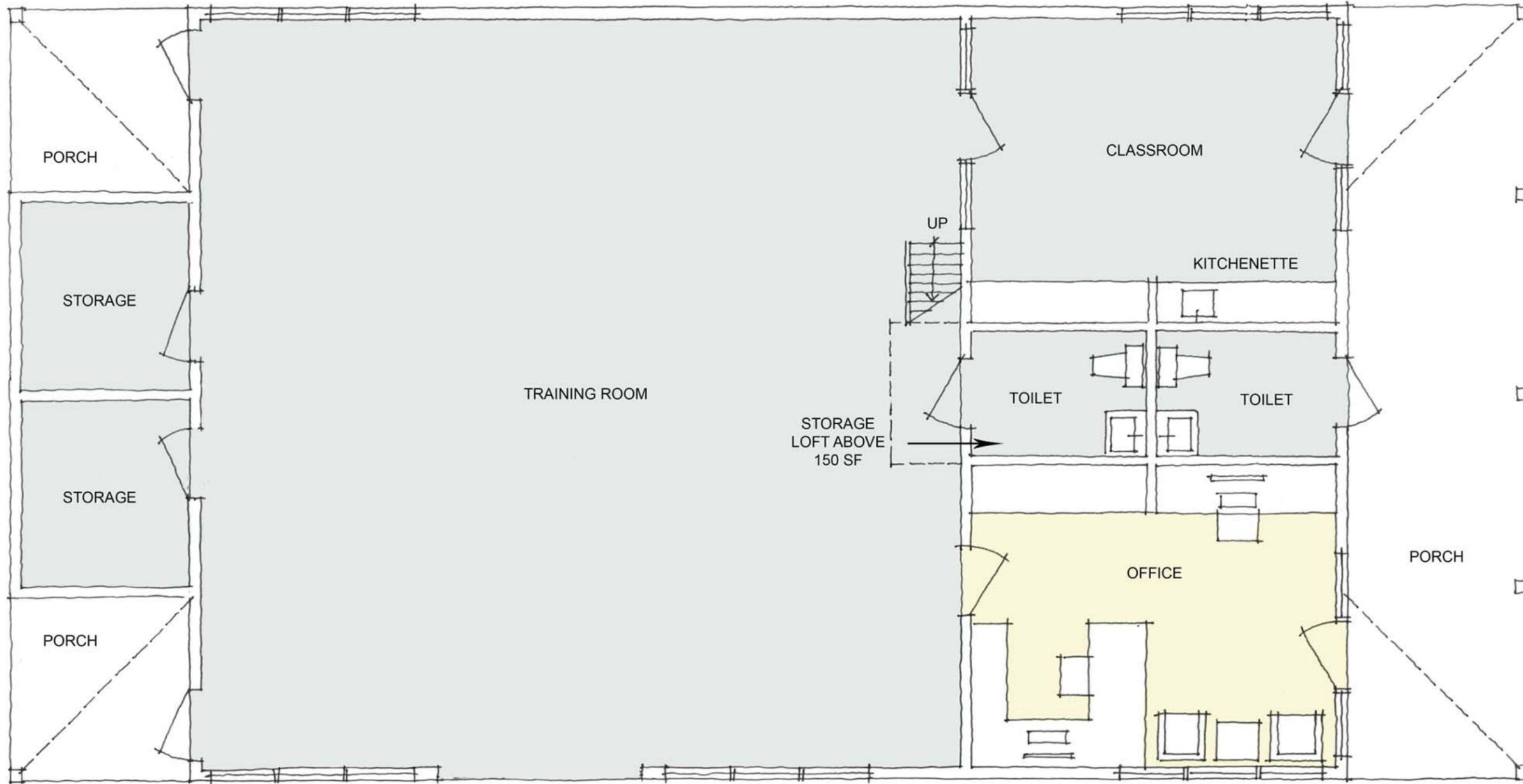
FLOOR PLAN @ CARETAKER RESIDENCE

A 4

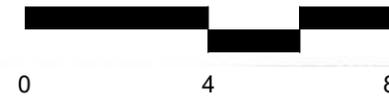


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**GRAPHIC SCALE**



**ASSISTANCE DOGS  
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FLOOR PLAN @ TEACHING BARN

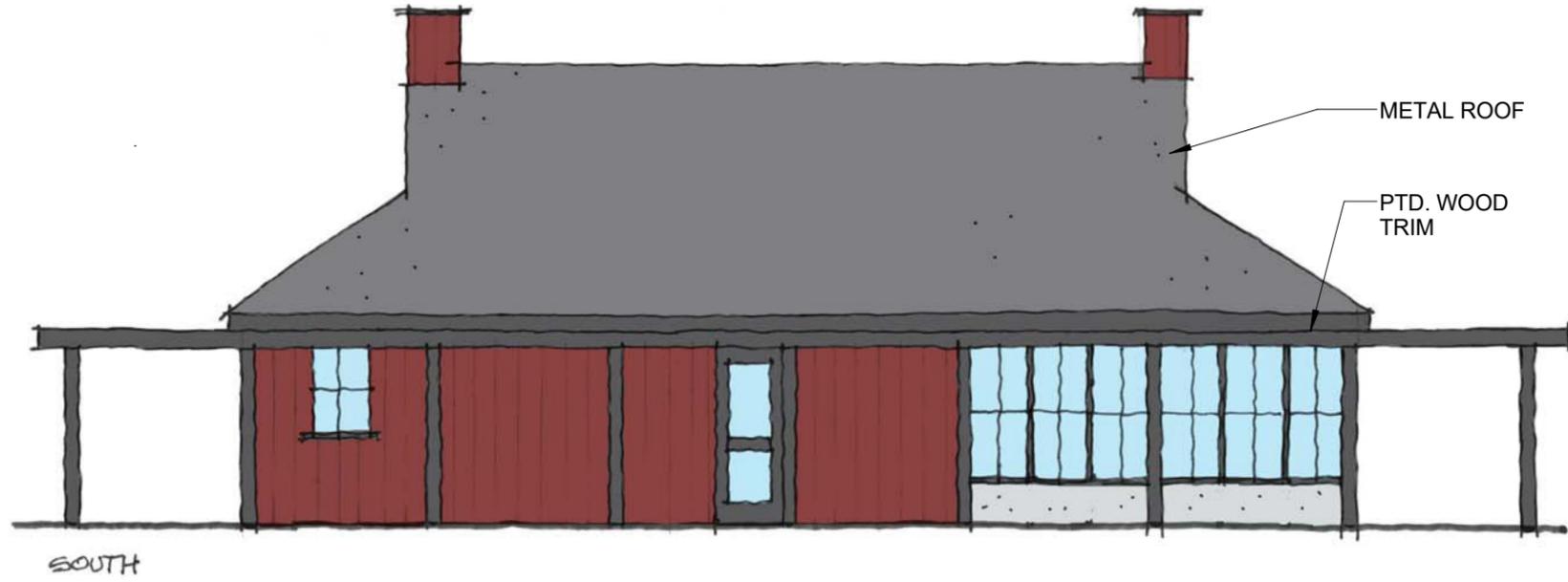
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**1**

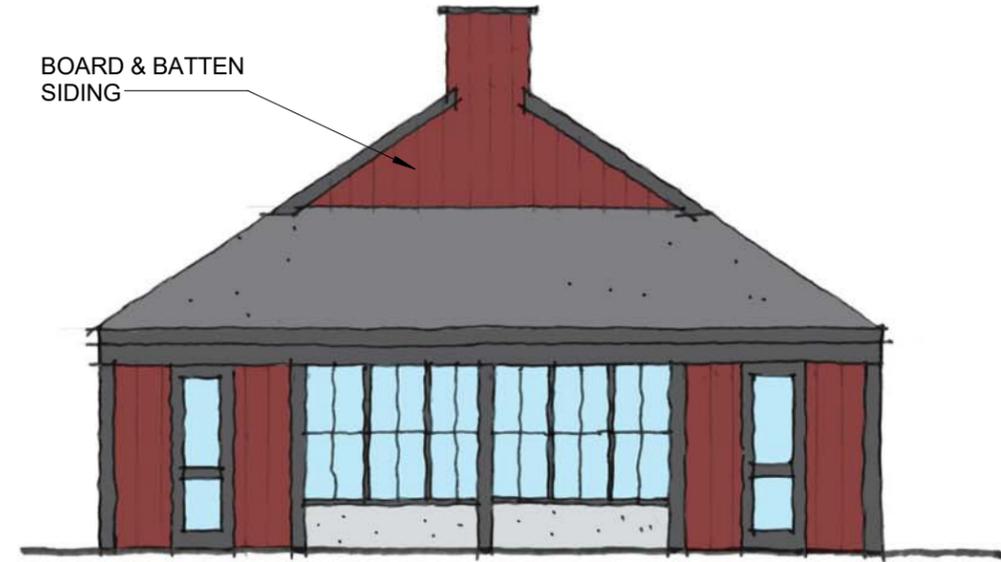
**FLOOR PLAN @ TEACHING BARN**

3/16" = 1'-0"

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SOUTH



WEST

GRAPHIC SCALE



**1** ELEVATIONS @ CARETAKER RESIDENCE  
1/8" = 1'-0"

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ELEVATIONS @ CARETAKER RESIDENCE

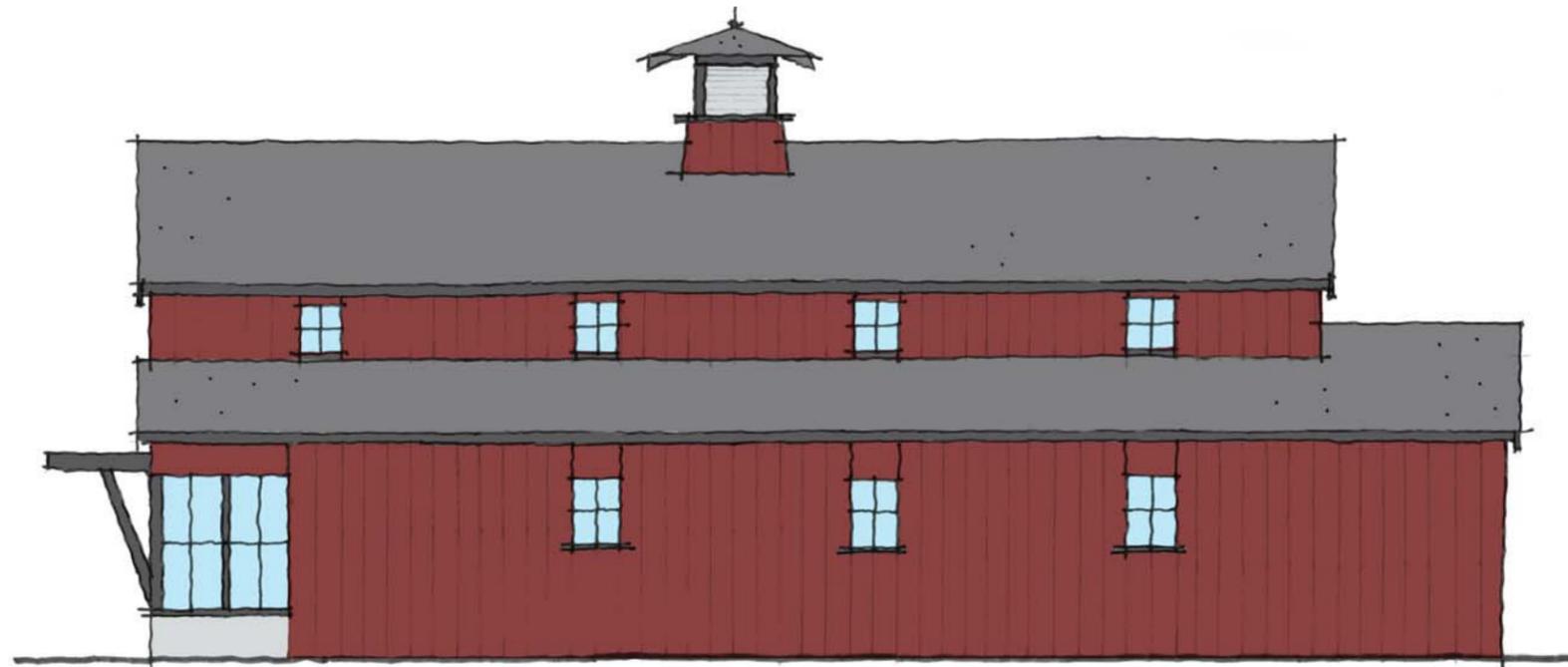
A 6

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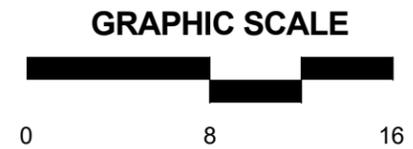
**1** ELEVATIONS @ TEACHING BARN  
1/8" = 1'-0"



NORTH



WEST



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ASSISTANCE DOGS  
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PRE-APP SUBMITTAL

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ELEVATIONS @ TEACHING BARN

A 7

## ASSISTANCE DOGS OF HAWAII ZONING SUMMARY

October 28, 2015

|                    |   |
|--------------------|---|
| Site Address:      | No address<br>Bainbridge Island, WA<br>AP# 4178-000-013-0102  |
| Lot Area:          | 4.31AC  |
| Zoning:            | R-1   |
| Surrounding Uses:  | East: R-1 (cultural, Veterans Hall)<br>West: R-1 (residential)<br>North: R-1 (residential)<br>South: R-0.4 (educational, Hyla School)   |
| Lot Coverage:      | Allowable: 15%<br>Proposed: 3%  |
| Use:               | Educational Center (CUP)  |
| Program            | Caretaker Residence 1,730sf<br>Teaching Barn 1,880sf  |
| Parking:           | Required: 2-3 Provided: 10 spaces<br><i>A number of spaces adequate to accommodate the peak shift as determined by the director based on information submitted by the applicant as required for other uses and special cases below.</i> |
| Height limit:      | 25'   |
| Required Setbacks: | Front: 25'<br>Side: 15'<br>Rear: 25'  |
| Landscape:         | Tree Retention:(40 tree units/ac) =s 172 units<br>25' Roadside Buffer (full screen)<br>25' Landscape Buffer (15' min. full screen)  |
| Review Process:    | CUP/SPR   |
| Design Review:     | Design Guidelines for Commercial and Mixed Use Buildings  |

## Design Review Board Design Guideline Checklist

### Commercial and Mixed-Use Design Guidelines for All Zoning Districts– BIMC 18.18.030

X      **“Pre-App” Meeting Checklist**

     **“Post-App” Meeting Checklist**

**Project Name/Case #:**    Assistance Dogs Training Center

**Land Use Application  
(Pre-app, Site Plan  
Review etc.):**

Pre-application Conference for SPR/CUP

**Project Description:**

Project is to construct an educational center for training of medical dogs and their clients.

| Applicable Design Guidelines |  |   |   |                  |
|------------------------------|--|---|---|------------------|
| Design Guideline             | Intent   | Description   | Applicant Response  | DRB Action (Y/N) |
| 1.                           | To develop variation in façade treatment to provide visual interest. | Vary building materials or patterns to produce variations in texture.   | Building facades will be treated in vernacular rural style typical of older farm structures found on the Island. Character will be similar to Hyla School, across the street from the site. |                  |
| 2.                           | To modulate the scale of building masses.                            | Building elevations shall be vertically modulated in no more than 20’ increments or horizontally in no more than 30’ increments. Modulation is defined as a change in plane or articulation (such as bands, cornices, setbacks or changes in material). | Fenestration for one these one story structures will include covered porches, attached breezeway.   |                  |

## Design Review Board Design Guideline Checklist

### Commercial and Mixed-Use Design Guidelines for All Zoning Districts– BIMC 18.18.030

| <b>Applicable Design Guidelines</b> |   |  |  |                         |
|-------------------------------------|---|--|--|-------------------------|
| <b>Design Guideline</b>             | <b>Intent</b>   | <b>Description</b>   | <b>Applicant Response</b>  | <b>DRB Action (Y/N)</b> |
| <b>3.</b>                           | To limit the visual impact of blank walls and facades and better assure aesthetic appeal. | Blank walls shall not be visible to public spaces. Blank facades should otherwise be limited to the back of buildings or where required by the building code. Treatments to alleviate blank walls shall be similar in materials to facades normally in view of the public.   | No blank walls are proposed.   |                         |
| <b>4.</b>                           | To establish visually prominent ground floor facades.                                     | The first floor of multi-storied buildings should be taller than upper floors. Minimum ceiling height should be at least 10' to allow transom or larger display windows. Other elements such as transom windows, canopies, cornices, and prominent entries are encouraged. First floor uses shall be pedestrian oriented and include substantial shop windows. Display windows on the first floor of retail and commercial buildings should be the predominant surface of the first floor. | Buildings are single story. No retail activities are proposed.   |                         |
| <b>5.</b>                           | To maintain pedestrian scale along facades facing public ways.                            | Facades facing public ways shall incorporate setbacks or articulation that establishes a pattern of bays or window openings. Facades shall include features such as display windows, columns or bays, recessed entries or canopies or other recesses. The use of a variety of materials at the sidewalk level is encouraged. Multiple building entrances are encouraged.   | Buildings do not face public way and are obscured by landscape buffers. Building entries are covered either with porches or breezeways. No sidewalks are proposed. |                         |

## Design Review Board Design Guideline Checklist

### Commercial and Mixed-Use Design Guidelines for All Zoning Districts– BIMC 18.18.030

| Applicable Design Guidelines |   |  |   |                  |
|------------------------------|---|--|---|------------------|
| Design Guideline             | Intent  | Description  | Applicant Response  | DRB Action (Y/N) |
| 6.                           | To maintain the pedestrian activities by encouraging continuous frontages along sidewalks.      | Where parking fronts onto a public street, the maximum separation between buildings shall be 80 feet. Greater separations are permitted if landscape setbacks are increased or other design features such as low walls, trellises and public spaces are created along the street frontage. | Building separation exceeds 80'. Landscape setbacks have been increased from 25' to 30'. Parking has limited visibility due to landscape buffer (full screen) and perimeter fencing.        |                  |
| 7.                           | To reduce overall scale of the building into multiple building masses.                          | Facades over 128' in length shall be separated by pedestrian passage or open space. Passages should be at least 12' wide and two stories in height if covered. Façade setback should be expressed at the roof line by changes in plane. Passage should connect to public open space.       | Facades are less than 128'.   |                  |
| 8.                           | To encourage the creation of public outdoor spaces.   | Building setbacks may be increased for the creation of public outdoor seating areas. Entry alcoves and small outdoor spaces may be located between the building and the sidewalk.  | No increase in setback is being requested.  |                  |
| 9.                           | To soften the impact of the built environment.  | Encourage public pedestrian passageways and vegetation between buildings.  | Pedestrian passageway (breezeway) is proposed between buildings.  |                  |
| 10.                          | To encourage compatibility of development with both community and neighborhood characteristics. | Building designs should respond to nearby buildings that meet the upgraded design standards by using shared elements, materials or massing.  | Building facades will be treated in vernacular rural style typical of older farm structures found on the Island. Character will be similar to Hyla School, across the street from the site. |                  |

## Design Review Board Design Guideline Checklist

### Commercial and Mixed-Use Design Guidelines for All Zoning Districts– BIMC 18.18.030

| Applicable Design Guidelines |  |   |  |                  |
|------------------------------|--|---|--|------------------|
| Design Guideline             | Design Guideline   | Design Guideline  | Design Guideline                                     | Design Guideline |
| <b>11.</b>                   | To minimize the intrusiveness of commercial signage.                           | Signage, corporate colors and other icons of the business may not dominate the exterior of the building. including canopies and separate outdoor structures covering activities associated with the business. Color should be used to express changes in detail or material but exterior building or structure colors may not be used as signs, or the extension of signs. When businesses are sold or tenants are changed, any sign modification shall trigger this requirement. | Signage has not been selected.                       |                  |
| <b>12.</b>                   | To improve the pedestrian environment around buildings and minimize curb cuts. | Where a drive through facility is allowed, drive throughs must be in conjunction with a parking lot that serves the same business, must be to the side or rear of the building and should not be visible from public streets. Drive throughs should consist of no more than a single vehicle lane.  | No drive through facility is proposed.               |                  |
| <b>13.</b>                   | To provide pedestrian access to buildings.                                     | Provide multiple entrances along streets. Pedestrian passageways are encouraged.  | Building entry is not located along street frontage. |                  |
| <b>14.</b>                   | To provide weather protection for pedestrians.                                 | Recessed entries and/or overhead weather protection above the sidewalk entrances shall be used.   | Building entries are covered.                        |                  |
| <b>15.</b>                   | To maintain smaller scale commercial buildings.                                | Buildings in excess of a 10,000 square foot footprint should be visually split into two or more distinct elements.  | Buildings are less than 10,000sf.                    |                  |

## Design Review Board Design Guideline Checklist

Commercial and Mixed-Use Design Guidelines for All Zoning Districts– BIMC 18.18.030

| Applicable Design Guidelines |   |   |                                    |                  |
|------------------------------|---|---|------------------------------------|------------------|
| Design Guideline             | Design Guideline                              | Design Guideline  | Design Guideline                   | Design Guideline |
| <b>16.</b>                   | To reduce the visual impact of parking areas. | Create small parking clusters connected by vegetated landscaping and pedestrian walkways. Internal streets that connect or serve parking areas shall be designed as streets with sidewalks, planters and pedestrian scale lighting. | A single parking area is proposed. |                  |

**Guidelines Requiring  
Action per DRB:**

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**DRB Summary Motion  
on Actions:**

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