City of Langley
DESIGN REVIEW BOARD
AGENDA
April 16, 2019
LANGLEY CITY HALL
112 2nd Street, Langley WA

1. Call to Order
2. Approve agenda
3. Approve minutes of February 20, 2019
4. Discussion Items:
   a. DRB-19-004: Sign for The Beach House, 221 2nd ST #1
   b. DRB-19-005: Sign for Whidbey Art Escape, 111 Anthes Ave
   c. DRB-19-006: Firehouse Doors– Callahan’s Firehouse, 179 2nd Street
5. New Business
6. Citizen comments
7. Announcements
8. Adjourn

Next Regular Meeting: May 21, 2019
Guiding Principles for Citizen Committees and Boards.

- All advisory board and committee meetings are to be conducted in public session and noticed in accordance with state law, unless otherwise advised by the city attorney.

- Individual committee members and the collective group will be fair, impartial, and respectful of the public, staff, and each other.

- Committee members will respect the limitations of their individual and collective authority. The role of the committee is to advise the city council and/or staff. Please keep in mind that committee appointment does not empower you to make final decisions, unless authorized by state law or the group’s enabling ordinance, or to supervise staff.

- Members will strive to appreciate differences in approach and point of view, whether from each other, the community, the city council, or staff.

- Each member will participate in the group’s discussions and work assignments without dominating the discussion or activity of the committee.

- The committee chair will ensure that all members have a fair, balanced, and respectful opportunity to share their knowledge and perspectives.

- The committee will attempt to reach consensus on issues. If consensus is not possible, strong differing opinions, such as “minority” opinions, should be recorded and acknowledged in the committee’s report to the city council.

- There should be “no surprises” from the committee, either in the nature of the work being undertaken by the committee or the method and timing for conveyance of recommendations to the city council. The staff liaison fulfills an important role in assisting the committee in this regard.

When presenting recommendations to the Council, it is essential that advisory group members keep the following in mind:

- all recommendations should be in written form;
- all ideas should be expressed in clear and concise language;
- proposed solutions should be viable and cost-effective;
- recommendations should identify the reasons for the changes suggested;
- the advice should reflect a consensus of a majority of the group members.
City of Langley
Design Review Board
MINUTES
February 20, 2019
LANGLEY CITY HALL
112 2nd Street, Langley WA

Attendance: Bob Dalton, chair, Sieb Jurriens, Cathy Rook
Staff – Stan Berryman and Brigid Reynolds

1. The meeting was called to order at 5:20 pm

2. Approval of agenda

3. Minutes of January 15, 2019 - approved

4. Discussion Items:
   a. DRB-19-002 – Sign, 111 First St, Edit
      Brigid reviewed the staff report and applicant’s submission. The proposed projecting
      sign is consistent with the code subject to entering into a hold harmless agreement with
      the City as required by LMC Ch. 18.35.060.D.
      Moved and seconded by Sieb Jurriens and Cathy Rooks to recommend approval. All in
      favor.

   b. DRB-19-003 – City Hall front entrance, 112 2nd Street
      Brigid and Stan reviewed the staff report and Tim Leanord, contractor for the job,
      discussed the proposed improvements to repair and replace the different elements of
      the front entrance including the wooden columns, roof and molding, front door, and
      side windows.
      Moved and seconded by Cathy Rooks and Sieb Jurriens to recommend approval. All in
      favor.

5. Adjourn – the meeting was adjourned at 5:30 pm

6. Next Regular Meeting: March 20, 2019
STAFF REPORT

DRB-19-004: Sign for The Beach House 221 2nd ST #1

MEETING DATE: April 16, 2019

STAFF CONTACT: Brigid Reynolds, MCP, MCIP, RPP – Director of Community Planning

ATTACHMENTS: Photo of proposed sign, location, and drawings.

PROJECT DESCRIPTION
The applicant is proposing to install two signs for 221 2nd ST #1. The first is made from cedar plank hang from the existing awning and measures approximately 6’ x 8”. The second will be placed at the village entrance and measures approximately 5.5” x 58”. The total signage area proposed is approximately 9.5 sf.

ANALYSIS
Proposed signs are reviewable by the Design Review Board in accordance with Langley Municipal Code (LMC) Sections 18.34.030 A) and 18.35. The sign’s consistency with LMC Chapter 18.35 is examined below.

1. Purpose and Intent Statements: The proposed sign is consistent with the Purpose and Intent Statements regarding signage stated with the LMC. It is visually appropriate for the unique building-scape of the City, expressive of the identity of the business without violating the character of the surroundings in which it will be located, and legible at a distance and pace at which it can be seen.

2. Size: The total sign area requested is less than 9.5sf and within the 20sf maximum.


4. Height & Projection: As a qualifying Projecting Sign under 18.35.060 that hangs from the awning, they shall not project from the awning more than 9 inches. The sign hanging from the awning on 2nd Street hangs parallel to the building front and is not expected to project further than the awning itself. The maximum projection is six feet from the building and the sign
must clear the sidewalk by 7 ¼ ft. No significant projection is expected for the smaller sign at the entrance to the village.

5. **Hold harmless**: The applicant is required to enter into a ‘hold harmless’ agreement for a sign that hangs over the right of way as stated in Ch. 18.35.060.D of the Sign Code.

**PROPOSED FINDINGS AND CONCLUSIONS:**

1. The City of Langley received an application from Veda Jo Jenkins for two hanging signs to be installed at 221 First Street, unit #1.
2. In accordance with Section 18.34.030(D) of the Langley Municipal Code, planning staff have reviewed the application for the sign for consistency with Section 18.34 of the Municipal Code and recommends approval.

**RECOMMENDEDATION:**

Staff recommends the DRB recommend approval of DRB-19-004, subject to the following conditions:

1) The applicant enter into a ‘hold harmless’ agreement with the City for the hanging sign on 2nd Street; and
2) The sign shall have a minimum clearance of seven and one-half feet above the side walk.
STAFF REPORT

DRB-19-005: Sign for Whidbey Art Escape 111 Anthes Ave

MEETING DATE: April 16, 2019

STAFF CONTACT: Brigid Reynolds, MCP, MCIP, RPP – Director of Community Planning

ATTACHMENTS: Photo of proposed letters and photo of proposed sign location

PROJECT DESCRIPTION

The applicant is proposing to place individual unlit wooden letters 2-3 inches from the window on the existing interior shelf. The letters will spell “Whidbey Art Escape” and will be bisque white. No other decals will be added at this time. The sign area is well within the 20s.f. maximum.

ANALYSIS

Proposed signs are reviewable by the Design Review Board in accordance with Langley Municipal Code (LMC) Sections 18.34.030 A) and 18.35. The sign’s consistency with LMC Chapter 18.35 is examined below.

1. Purpose and Intent Statements: The proposed sign is consistent with the Purpose and Intent Statements regarding signage stated with the LMC. It is visually appropriate for the unique building-scape of the City, expressive of the identity of the business without violating the character of the surroundings in which it will be located, and legible at a distance and pace at which it can be seen.

2. Size: Although the proposed sign area was not measured, it is well within the size parameters.


4. Height & Projection: As a qualifying Window Sign under 18.35.060 (E), window signs and graphics may not occupy more than 25% of the total window area. The existing shelf exists near the top of the window and therefore the letters will occupy less than 25% of the total window space.
PROPOSED FINDINGS AND CONCLUSIONS:

1. The City of Langley received an application from Carol Evans for a window sign at 111 Anthes Avenue.
2. In accordance with Section 18.34.030(D) of the Langley Municipal Code, planning staff have reviewed the application for the sign for consistency with Section 18.35 of the Municipal Code and recommends approval.

RECOMMENDATION:

Staff recommends the DRB recommend approval of DRB-19-005 for 111 Anthes Avenue.
Proposed Sign location and type
STAFF REPORT

DRB-19-006: Firehouse Doors– Callahan’s Firehouse

MEETING DATE: April 16, 2019

STAFF CONTACT: Brigid Reynolds, MCP, MCIP, RPP – Director of Community Planning

ATTACHMENTS: Catalog photos & specs

PROJECT DESCRIPTION
Callahan’s Firehouse is proposing to replace the current garage doors at the glass studio and gallery located at 179 2nd Street. The new doors are proposed to be insulated glass with white trim. Catalog cuts are attached.

ANALYSIS
Proposed development is reviewed by the Design Review Board in accordance with Langley Municipal Code (LMC) Sections 18.34.030 (A) and (B).

1. Purpose and Intent Statements: The proposed improvements are consistent with the purpose as outlined in LMC 18.34.030 as it will enhance the energy efficiency and aesthetic of the studio/firehouse.

2. Location: The proposed location is the front of the firehouse at 179 Second St.

PROPOSED FINDINGS AND CONCLUSIONS:
1. The City of Langley received an application from Callahan’s Firehouse on April 5 to upgrade the 2 garage doors.
2. In accordance with Section 18.34.060 of the Langley Municipal Code, Public Works and Planning staff have reviewed the application for consistency with Municipal Code and Design Review Guidelines and recommends approval.
   Following DRB’s review a recommendation will be made to City Council as this is a city owned building.

STAFF RECOMMENDATION:
That DRB recommend approval of DRB-19-006 to upgrade of the firehouse garage doors.
stylish. colorful. contemporary.

Wayne Dalton Full-View doors are constructed with a rugged, anodized aluminum frame and with equal panel spacing. The design makes the doors very easy to maintain.

**Performance Features**

- **Tongue and Groove Joints** provide a great weather barrier.
- **Flexible Vinyl Bottom Seal** helps prevent dirt and elements from entering your garage.
- **Reinforcing Fins** along with a bypassed track and bradwool provide years of smooth, trouble-free operation. The fins are the extruded part of the door panel that are not visible through the glass.

**Aluminum rails and stiles** are designed with clean edges and straight lines to create a true contemporary style.

**Optional polyurethane insulation** also available.*

![Image of Full-View door]

### Features of Insulated 8800

<table>
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<tr>
<th>Feature Description</th>
<th>8x7 door</th>
<th>10x7 door</th>
<th>9x8 door</th>
<th>10x8 door</th>
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<td>4.02</td>
<td>4.36</td>
<td>4.93</td>
<td>5.23</td>
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<td>3.71</td>
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*Wayne Dalton offers a lifetime limited warranty on the framework and a 10-year limited warranty on the glass. See full warranty for details.