City of Langley
DESIGN REVIEW BOARD
AGENDA
JULY 16, 2019 @ 5 PM
LANGLEY CITY HALL
112 2nd Street, Langley WA

1. Call to Order
2. Approve agenda
3. Approve minutes of June 18, 2019
4. Discussion Items:
   a. DRB-19-014, Windermere Sign, 223 Second St
5. New Business
6. Citizen comments
7. Announcements
8. Adjourn

Next Regular Meeting: August 17, 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
JUNE 18, 2019
LANGLEY CITY HALL
112 2nd Street, Langley WA

ATTENDANCE
Board: Bob Dalton, Chair; Dan Gulden, Cathy Rooks, SandraJean Wainwright, Janet Ploof
Regrets: Sieb Juriaans
Public: Callahan McVay, Fred Lundahl, Bob Waterman
Staff: Brigid Reynolds, Director of Planning; Jill Needham, Planning Assistant

1. Call to Order
   The meeting was called to order at 5:00 PM

2. Approve agenda
   The agenda was approved.

3. Approve minutes of
   Dan moved to approve the minutes. Seconded by SandraJean. All in favor.

4. Discussion Items:
   a. DRB 19-009, Cascade Ave Telescope
      Sandra Jean Wainwright and Janet Ploof recused themselves as they are Langley Mainstreet board members. The telescope was part of three previously approved by DRB in 2017. It will be able to accommodate wheelchairs and children with its lower height. Motion to recommend approval by Dan. Seconded by Cathy.

   b. DRB 19-010, Langley Park Historical Interpretive Sign
SandraJean and Janet recused themselves due to their involvement with Langley Mainstreet. Bob Waterman explained the premise behind the sign. The proposed design will be consistent with both the other existing historical signs and the wayfinding scheme. The proposed sign will be mounted on a black stand the same size and height as the existing signs. Bob favored installing the sign near the existing grate as it allows readers to stand on it rather than the landscaping. Public Works would still be able to access the drain. Moved by Cathy. Seconded by Dan. All in favor.

c. DRB 19-011, Coffman Building, Fairgrounds

Brigid explained the proposed Coffman Building project to add a kitchen in the interior and enclose the “gathering” area to create two restrooms and a storage area. It was noted that the building in its current state was in great need of improvements. Among the exterior improvements proposed was the addition of three emergency lights. The plans did not identify whether the lighting proposed would be downcast. Janet moved to recommend approval on the condition that the lighting proposed was downcast. Seconded by SandraJean. All in favor.

d. DRB 19-012, Whale Center Sign

Fred Lundahl presented the wooden model for the proposed sign on Anthes at the Whale Center. It is proposed to be dark brown with white/gold lettering and would hang 7’8” from the sidewalk. Because it would hang over the ROW, a hold harmless is needed. Brigid noted that the Whale Center has now reached its areas limit for signage. Bob remarked that gray may make the cutout look more “whale-like.” Fred responded that he had thought about that, though he believes the grey would blend into the awning too much. Janet moved to recommend approval and Sandra Jean seconded. All in favor.

e. DRB 19-013, Porter Building Keller Williams Realty Sign

The sign was brought to Brigid’s attention at the May meeting. The business owners were contacted and made the application. The sign is the same size as the other tenant signs and in the appropriate location. Dan moved to recommend approval. Seconded by Janet. All in favor.

5. Citizen comments

Fred wished to point out that a WSDOT “tourist activities” sign on 525 would be most successful, as he contends that the approved wayfinding scheme does not help tourists find the Whale Center. He mentioned that he and Brigid have been in contact with Mike Leitch regarding adding a sign to 525. Callahan suggested utilizing the banner poles, though they are swapped out each season. Fred suggested keeping the banner next to the Brackenwood Gallery dedicated to the Whale Center. Brigid offered to send WSDOT a letter from the City.

6. Announcements
There were no announcements

7. **Adjourn**

   The meeting was adjourned at 5:16 PM

8. **Next Regular Meeting:**

   The next meeting is scheduled for July 16, 2019.
STAFF REPORT

DRB-19-014: Sign (223 Second Street) Windermere Realty

MEETING DATE: July 16, 2019

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

ATTACHMENTS: Sign design, photo of proposed sign location

PROJECT DESCRIPTION

The applicant is proposing to replace two existing signs with two new signs due to a change in the corporate logo.

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. Two similar signs were approved by DRB on May 14, 2014. However, the corporate logo has been changed and the signs need to be replaced. The previous decision required a less ornate hanging bracket which appears to have been installed.

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

2. Size: The projecting sign measures 24"X44" for a total area of 7.25 square feet, which is more than the 6 square feet permitted per side as per Section 18.35.060. The wall mounted sign is 103"X24" approximately 17.25 square feet in area and is within the 20 square feet permitted sign area. The total area of the signs exceeds what is permitted by LMC 18.35.050 however the proposed signs are replacing almost identical signs but with a new corporate logo. DRB and the Director of Planning previously approved almost identical signs in 2014.

3. Materials & Color: Both signs consist of blue, black and grey letters with a white background.

4. Height & Projection: The hanging sign will be located such that it clears the sidewalk by seven and one-half feet. The sign will not project more than 6 feet from the building or one-half the width of the sidewalk, whichever is less. As required by the Code.
5. **Hold harmless:** The applicant is required to enter into a ‘hold harmless’ agreement for projecting signs 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 Joseph Mosolino to replace the existing wall mounted sign and hanging sign at 223 Second Street.
2. The two signs exceed the area permitted in LMC Section 18.35.050.
3. The total area of the signs was previously approved by DRB and the Director of Planning in 2014.
4. As the signs were previously approved, the replacement signs are essentially the same as the existing signs, the applicant and business remain the same the Director of Planning concludes the signs may be replaced with the proposed signs.
5. In accordance with Section 18.34.030(D) of the Langley Municipal Code, planning staff have reviewed the application for the signs for consistency with Section 18.34 of the Municipal Code and recommends approval subject to conditions.

**RECOMMENDEDATION:**

Staff recommends the DRB recommend approval of DRB-19-002 subject to the following conditions:

1) The applicant enter into a ‘hold harmless’ agreement with the City for the projecting sign; and
2) The sign have a minimum clearance of seven and one-half feet above the side walk.
Proposed Replacement Signs and Location

1. SIGN-PROS
2. STEVE LAWMORE
3. 3MM ACP
4. 5" Acrylic Letters
5. Attached with Screws
6. 3MM ACP Direct Print

Windermere
REAL ESTATE

BUILDING SIGN

WHITE
GREY
BLACK
BLUE

PG: 1 OF 4