City of Langley
DESIGN REVIEW BOARD
AGENDA
FEBRUARY 19, 2020
LANGLEY CITY HALL
112 2nd Street, Langley WA

1. Call to Order
2. Approve agenda
3. Approve minutes of January 22, 2020
4. Discussion Items:
   a. DRB-20-001 Stairs from LUMC parking lot to Third St
   b. DRB-20-002 Sign 118 Second St S. Palmer
   c. DRB-20-003 First St sidewalk replacement
5. New Business
6. Citizen comments
7. Announcements
8. Adjourn

Next Regular Meeting: March 17, 2020
The advice should reflect a consensus of a majority of the Group members.

Recommendations should identify the reasons for the changes suggested.

Proposed solutions should be viable and cost-effective.

All ideas should be expressed in clear and concise language.

All recommendations should be in written form.

Keep the following in mind:

When presenting recommendations to the Council, it is essential that advisory Group members

assisting the Committee in this regard.

Recommendations to the city council. The staff liaison fulfills an important role in

being underwritten by the Committee of the method and timing for conveyance of

There should be "no surprises" from the Committee, either in the nature of the work

acknowledged in the Committee's report to the city council.

Strong dissenting opinions, such as "minority" opinions, should be recorded and

The Committee will attempt to reach consensus on issues. If consensus is not possible,

The Committee will ensure that all members have equal, balanced, and respectful

opportunity to share their knowledge and perspectives.

The Committee chair will ensure that all members have equal, balanced, and respectful

communication of the discussion or activity of the Committee.

Each member will participate in the Group's discussions and work assignments without

from each other. The community, the city council, or staff.

Members will strive to appreciate differences in approach and point of view, whether

Superior staff.

decisions, unless authorized by state law or the Group's enabling ordinance, or to

Keep in mind that this committee appointment does not empower you to make final

authority. The role of the Committee is to advise the City Council and/or staff. Please

Committee members will respect the limitations of their individual and collective

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respective of the public's staff, and each other.

individual Committee members and the Collective Group will be fair, impartial, and

not racial in accordance with state law, unless otherwise advised by the city attorney.

All advisory boards and Committee meetings are to be conducted in public session and

Guiding Principles for Citizen Committees and Boards.
City of Langley
DESIGN REVIEW BOARD
MINUTES
January 22, 2020
LANGLEY CITY HALL
112 2nd Street, Langley WA

Attendance
Board: Bob Dalton, Chair, Dan Gulden, Janet Ploof
Regrets: SandraJean Wainwright, Cathy Rooks
Staff: Brigid Reynolds, Director of Planning; Alex Cattand, Permit Tech

1. Call to Order
   The meeting was called to order at 5:05 pm

2. Approve agenda
   The agenda was approved

3. Approve minutes of October 15, 2019
   The minutes of the October 15, 2019 meeting were approved.

4. Discussion Items:
   a. DRB19-015 Wishing Whale sculpture at Hladky/Whale Bell Park

   Brigid reviewed the staff report. Ray Tennal, DCG Consulting, spoke to the siting and structural requirements to install the 12 foot, 800 lb bronze sculpture. The siting of it considered the constraints of the site that include a Whidbey tel line adjacent to the sidewalk, the tree, the slope and the whale bell sculpture.

   The location is on the Anthes Avenue right of way. Board members discussed that there is lots of ‘stuff’ in the park and perhaps this should be the final addition.
Moved by Janet and seconded by Dan to recommend approval. All in favor.

b. DRB20-001 Stairs from LUM Church Parking Lot to Third St

Janet asked if she has a conflict as she is a board member of the Langley Main Street Association, the applicant but will not have any personal gain. Brigid confirmed that if Janet recused herself there would be no quorum.

Brigid introduced the proposal. Ray Tennal of DCG spoke to the application as well. Board members discussed the siting and recommended it be moved further north closer to the building. This would result in the loss of one rather than two parking stalls. The large rocks will also have to be relocated.

LUMC submitted a letter stating the agreement with the City has expired and must be renewed and the church board requests more information before they will approve the location. Main Street Association will follow up with the church and Brigid will follow up regarding the City/church agreement.

A hand rail and landing pad are also required.

The board recommended the project proceed at a conceptual level but the issues identified above need to be resolved.

5. New Business
   There was no new business.

6. Citizen comments
   There were no citizen comments.

7. Announcements
   There were no announcements.

8. Adjourn
   The meeting was adjourned at 5:30

9. Next Regular Meeting: February 19, 2020
STAFF REPORT
DRB-120-001
Stairs LUMC Parking Lot to Third Street

MEETING DATE: February 19, 2020

STAFF CONTACT: Brigid Reynolds – Director of Community Planning

ATTACHMENTS: Site Plan, Elevations, Photo

PROJECT DESCRIPTION
The applicant is proposing to construct concrete stairs from the United Methodist Church parking lot to Anthes Avenue. The City of Langley and the LUMC has an agreement for the public to use the parking lot. The existing rip rap wall creates an impediment for people who park in this lot and walk into downtown. The application was presented at the January meeting and DRB considered the application as a conceptual review until details including property owner permission and a hand rail detail were provided.

ANALYSIS
Proposed development signs are reviewable by the Design Review Board in accordance with Langley Municipal Code (LMC) Sections 18.34.030 A. Part B) states that for development in the public right of way is subject to advisory review and recommendation.

1. **Purpose and Intent Statements**: The proposed stairs are consistent with the Purpose and Intent Statements regarding Building and Construction stated in the LMC Chapter 15.01. The telescope will be constructed such that the public rights-of-way are protected from undue degradation. The stairs will be constructed consistent with the Design Review Standards such that their design and location has considered longevity and safety of use.

2. **Materials & Color**: The proposed stairs will be constructed of concrete. The handrail will be of aluminum.

3. **Location**: The proposed stairs will be located at the north east corner of the parking lot approximately 10 feet from the adjacent building.

PROPOSED FINDINGS AND CONCLUSIONS:
1. The City of Langley received a complete application from Michaleen McGarry, Executive Director of Langley Mainstreet Association.
2. In accordance with Section 18.34.060 of the Langley Municipal Code, planning staff have reviewed the application for consistency with the Municipal Code and Design Review Guidelines and recommends approval. In accordance with Sections 18.34.030 B) and 18.34.060 of the Langley Municipal Code, planning staff have reviewed the application for consistency with the Municipal Code and Design Review Guidelines and recommends approval.

3. A right of way permit will be required to construct the improvements in the Anthes Avenue public right of way (sidewalk).

RECOMMENDATION:
That the DRB recommend approval of DRB-20-001 to construct the concrete stairs with a handrail from the LUMC parking lot onto Anthes Avenue sidewalk.
Exhibit C
Handrail Detail
STAFF REPORT
DRB-20-002
Sign (118 Second Street) Stephen Palmer Law Office

MEETING DATE: February 19, 2020

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

ATTACHMENTS: Photos & Description of four Rob Schouten Gallery Signs and lighting

PROJECT DESCRIPTION
The applicant proposes to install adhesive lettering on the front door window with the names and phone number of the two lawyers.

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 signs’ consistency with LMC Chapter 18.35 is examined below.

1. **Purpose and Intent Statements**: The proposed signs are consistent with the Purpose and Intent Statements regarding signage stated with the LMC. The signs 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 in which it will be located, and legible at a distance and pace at which it can be seen.

2. **Size**: The existing sign is 2.5 SF. The door lettering is proposed to be 1.3 SF per name/contact for a total of 2.6 SF. The lettering does not take up more than 25% of the total window area as required by Section 18.35.060(E).

3. **Materials & Color**: The letters are white plastic that will adhere to the glass on the front door.

PROPOSED FINDINGS AND CONCLUSIONS:
1. The City of Langley received a complete application from Stephen Palmer for signage at 118 Second Street.
2. In accordance with Section 18.34.030(D) of the Langley Municipal Code, planning staff have reviewed the application for the sign’s for consistency with Section 18.35 of the Municipal Code and recommends approval.

RECOMMENDATION
Recommend approval of the proposed signage at 118 Second St (DRB20-002).
Proposed New Sign
STAFF REPORT
DRB-20-003
First Street Sidewalk Replacement

MEETING DATE: February 19, 2020

STAFF CONTACT: Brigid Reynolds – Director of Community Planning

ATTACHMENTS: Engineer Drawings

PROJECT DESCRIPTION
The City of Langley has received a grant to replace approximately 550 feet of sidewalk and related infrastructure on the south side of First Street from Park Ave to west of the Anthes Ave intersection. The sidewalk in this location is narrow and unsafe. The replacement sidewalk will be 5 feet wide.

ANALYSIS
Proposed development is reviewable by the Design Review Board in accordance with Langley Municipal Code (LMC) Sections 18.34.030 A). Part B) states that for development in the public right of way is subject to advisory review and recommendation.

1. Purpose and Intent Statements: The proposed sidewalk is consistent with the Purpose and Intent Statements regarding Building and Construction stated in the LMC Chapter 15.01

2. Materials & Color: The proposed sidewalk will be constructed of concrete.

3. Location: The south side of First Street from Park Ave to west of the Anthes Ave intersection.

PROPOSED FINDINGS AND CONCLUSIONS:
1. In accordance with Sections 18.34.030 B) and 18.34.060 of the Langley Municipal Code, planning staff have reviewed the application for consistency with the Municipal Code and Design Review Guidelines.

2. This project is limited in scope and is limited to replacing and slightly widening the existing sidewalk and replacing existing related infrastructure.

3. Existing trees in the right of way will be required to be protected by way of environmental fencing.

4. Planning staff recommends approval.
RECOMMENDATION:
That the DRB provide any advisory comments regarding DRB-20-003 to construct a five foot wide replacement sidewalk on the south side First St between Park Ave and Anthes Ave.