



CITY OF SNOHOMISH

Founded 1859, Incorporated 1890

116 UNION AVENUE □ SNOHOMISH, WASHINGTON 98290 □ TEL (360) 568-3115 FAX (360) 568-1375

NOTICE OF REGULAR MEETING

DESIGN REVIEW BOARD

In the
Postmaster Conference Room
Snohomish City Hall
116 Union Avenue

WEDNESDAY

May 11, 2016

7:00 PM

AGENDA

- 7:00 1. **CALL TO ORDER:** Roll Call
- 7:05 2. **PUBLIC COMMENT:** Public comment on items not on the agenda.
- 7:10 3. **APPROVE** the minutes of the April 13, 2016, regular meeting.
- 7:15 4. **DISCUSSION ITEMS**
- a. **HISTORIC DISTRICT DESIGN STANDARDS UPDATE (P. 1)**
Draft Standards for Residential New Construction
Draft Standards for Commercial New Construction – addendum
- b. **INDIVIDUAL DESIGN REVIEWS (P. 28)** Staff summary of individual member reviews from the preceding month.
- 8:15 5. **ADJOURN**

NEXT MEETING: The next regular meeting is scheduled for Wednesday, June 8, 2016, at 7:00 p.m. in the Postmaster Conference Room, Snohomish City Hall, 116 Union Avenue.



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DESIGN REVIEW BOARD MINUTES

Snohomish City Hall
116 Union Avenue
Postmaster Conference Room

April 13, 2016
7:00 p.m.

Members Present:

Darcy Mertz Krewson, Chair
Ed Poquette
Phillip Baldwin
Yumi Roth
Joan Robinett-Wilson

Staff Present:

Brooke Eidem, Associate Planner
Angela Evans, Office Assistant II
Denise Johns, Project Manager

Members Absent:

None

Others Present:

Zach Wilde, Council Liaison
Scott Swoboda
Lindy Stiles
Andrew Hall, Botesch, Nash & Hall
Gordon Brockman, Snohomish School District

1. **CALL TO ORDER** at 7:00 p.m.
2. **PUBLIC COMMENT**

There were no public comments on items not on the agenda

3. **APPROVE** minutes of the March 9, 2016 meeting:

Mr. Poquette moved to approve the minutes of the March 9, 2016 meeting as written. Mr. Baldwin seconded the motion. The motion was approved 3-0, with Ms. Robinett-Wilson and Ms. Roth abstaining.

4. **ACTION ITEMS**

- a. **DRB File:** **16-06-DRB**
Applicant: Denise Johns for City of Snohomish Public Works
Proposed: Streetscape improvements
Location: 112 Union Avenue

Ms. Eidem presented the proposal for modifications to the Union Avenue streetscape. These improvements are intended to improve the pedestrian experience and reduce stormwater runoff. The sidewalk panels from the south driveway of City Hall extending to the south end of 112 Union Avenue will be replaced with permeable pavers. Two raised planters are proposed, designed for rain capture and faced in brick veneer with a seat wall at the top. Two street island bulb-outs are also proposed; one at the south end of the City Hall driveway, and the other at the alley just south of 108 Union Avenue. A bench and two planters are proposed in front of the building wall. The bench will match existing benches in the Historic District. A future phase would also replace the street parking aisle with precast concrete pavers above a permeable base for water capture.

City Project Manager Denise Johns stated this proposal is based on a complete street concept promoted by the State of Washington encouraging more walkable, livable communities, while performing stormwater capture and percolation. The City is trying to find ways to get people out of their cars while also reducing greenhouse gas emissions.

Mr. Poquette asked if the City is hoping this project will become a standard for other businesses in the Historic District. Ms. Johns said it is certainly something to consider and she would be interested in getting feedback from downtown businesses on the project. She has found other communities that have done similar projects have increased pedestrian activity.

Mr. Baldwin asked what the width of the sidewalk will be after the planters and street trees are installed. Ms. Johns said the sidewalk would be approximately 7.5 feet wide, which would narrow to less than five feet at the benches. The Board agreed that adequate sidewalk space will be maintained.

Proposed street trees were discussed. Mr. Poquette suggested a narrow, deciduous, disease-resistant species, and recommended reviewing Seattle's tree list or visiting a local nursery to see what is available. Mr. Baldwin suggested a flowering pear or apple tree.

The Board discussed the applicable standards and agreed that all were met. Mr. Baldwin moved to recommend approval of the proposal with a recommendation that staff research appropriate tree species before making a final selection. Ms. Robinett-Wilson seconded the motion. The motion passed 5-0.

- b. **DRB File:** **16-08-DRB**
 Applicant: Scott Swoboda and Alex Petrakopoulos
 Proposed: Outdoor cooler enclosure and public space
 Location: 801 First Street

Ms. Eidem presented the proposal to construct a 210 square foot outdoor cooler enclosure and a 500 square foot public lawn area adjacent to the old Eagles building. The enclosure would be open in front for access, however the north, south and west sides are proposed to be finished in cedar lap siding to match other structures on the site. The roof would be flat with a parapet. The proposed lawn area would be located south of the existing outlook deck, on a fairly steep slope. Stairways are proposed leading to this area from both the 801 First Street deck and the adjacent

building at 901 First Street. An ecology block wall is proposed along the south side to create a level surface. A three foot wide planter area and wrought iron fence are proposed along the south edge of the lawn. The applicant has noted the fence will match existing fencing at the outlook deck. Staff is requesting input from the Board on consistency with standard 1.A.11 regarding removal of a mature tree where the cooler pad will be located and standard 3.B regarding the proposed ecology block retaining wall.

Mr. Swoboda described the plan for the space and explained the tree removal was previously approved by the Board about five years ago. He clarified that the proposed ecology blocks are not the smooth face blocks, but are cut to look like stone. An image of artistic sheet metal panels was presented. The panels are handmade, and are proposed for additional screening behind the fencing.

Chair Krewson applauded the recent restoration of the building. She expressed concern about the open front on the cooler enclosure and asked how vandalism and theft will be prevented. Mr. Swoboda said they will be using a high quality door with security and good lighting. He expects there will also be staff present most of the time.

Chair Krewson asked where the compressor will be located, as these can be large and noisy. Mr. Swoboda said they plan to mount the compressor on a shelf on the uphill side of the enclosure exterior. Mr. Baldwin asked if a gable roof could be done instead, with the compressor housed inside. Mr. Swoboda said that is possible, but he thought a parapet roof was a better design.

Mr. Poquette moved to recommend approval of the proposal with the following recommendations: the compressor location shall be carefully considered to limit visibility; the wrought iron fence shall match existing fencing on the site; any additional iron work or screening shall be considered a secondary item requiring additional review; the ecology blocks shall be cut to look like stone. Ms. Roth seconded the motion. The motion passed 4-0, with Mr. Baldwin abstaining.

- c. **DRB File:** **16-09-DRB**
Applicant: Botesch, Nash & Hall Architects
Proposed: Front entry enclosure
Location: 1103 Pine Avenue

Ms. Eidem presented the proposal for security improvements to Emerson Elementary school. The improvements include enclosing the front entry as well as a covered walkway on the north side of the building. Both areas are currently covered with an existing low wall feature. New walls will fill in the gaps. Aluminum doors and windows are proposed in both areas.

Mr. Hall explained the School District wants to create a more secure entry to the building by walling in the existing covered entry area with stucco and adding a second doorway. The covered walkway on the north side is open and also a security concern. They want to enclose it with lap siding and add some high windows so no one can see in, but allowing in natural light. They will be installing doors at each end to keep people out.

Mr. Baldwin asked if there will be sufficient lighting in the covered walkway. Mr. Hall said the south side of the walkway will remain open and there is existing lighting in the walkway in addition to the high windows.

The Board agreed the project is consistent with all applicable standards. Mr. Poquette moved to recommend approval of the proposal as presented. Mr. Baldwin seconded the motion. The motion passed 5-0.

5. DISCUSSION ITEMS

a. Conceptual Application for 322 Avenue A

The applicant was not present therefore the item was not discussed.

b. Individual Design Reviews

Staff presented the individual design review conducted the previous month.

6. ADJOURN at 9:08 p.m.

Approved this 8th day of May, 2016.

By: _____
Darcy Mertz Krewson, Chair

Meeting attended and minutes prepared by Angela Evans

Discussion Item 4a

Date: May 11, 2016

To: Design Review Board

From: Brooke Eidem, Associate Planner

Subject: Historic District Design Standards – Draft standards for residential new construction and commercial new construction

This ongoing item presents an opportunity for discussion and review of design standards in the Historic District. As discussed by the Board previously, the document will be revised to accommodate re-organization of the standards, including separate sections addressing new construction and modifications to existing buildings for both commercial and residential areas.

The following pages include draft standards addressing new construction of single family residences. Following that section, proposed amendments to the previously reviewed commercial new construction standards are included. These amendments are intended to address buildings that are designed for multi-family use with no commercial activity. Staff is proposing to review these development applications as commercial buildings, with some additional standards provided as a new Section D. To accommodate this, clarification was added to the Windows standards, which is also provided. The amendment to this section is in red text.

Staff appreciates the Board's review and comment on the draft standards. Printed packets will be available at the meeting.

RESIDENTIAL NEW CONSTRUCTION

RESIDENTIAL NEW CONSTRUCTION

Intent

With historic homes and tree-lined streets, Snohomish's historic neighborhoods are a critical component of the city's character, contributing to its desirable sense of place. The primary era of construction is the early 1900s, however these neighborhoods developed over many decades. The Historic District contains homes of many different styles, shapes, and sizes, which exhibit a high degree of architectural integrity. It is essential that new homes within this setting are carefully and thoughtfully designed, in order to augment existing historic structures.

The primary intent of this chapter is to maintain and preserve the character and historic qualities of these neighborhoods, through new development that is complementary with and sympathetic to historic homes. The residential areas of the Historic District are largely developed, however there is opportunity for construction of new residences in the form of infill development. Infill is small scale; construction of a new home on a single lot in a developed area, between or adjacent to existing homes.

Applicability

The design standards in this section apply to all new construction for single family use within the Snohomish Historic District. Standards for additions and alterations to existing residential structures may be found in section X. Standards for new multifamily construction may be found in section X.

A. General Guidance

1. Building design should exhibit and incorporate elements that reflect the identity and visual character of the Snohomish Historic District, particularly styles and features of buildings developed between 1880 and 1930. Justification of consistency of proposed elements, proportions, relationships, or materials with local context may be necessary if antecedents within the community are not clear. Refer to Appendix X for historically appropriate architectural details and building styles in Snohomish.
2. It is preferable to design contemporary structures that are congruous with existing homes, rather than duplicate or mimic the design of historic buildings in the district.
4. New construction should be compatible with the scale, massing, and pedestrian-oriented environment of the area, and reflect existing development patterns. New construction of primary buildings should maintain the existing historic pattern of a neighborhood in terms of both the building and its siting on the lot. Characteristics such as setbacks, distance between homes, scale, and materials should be consistent with existing historic properties.

B. Site Design

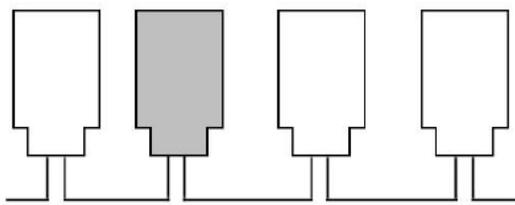
1. Streets and Sidewalks

- a. The traditional grid pattern layout, with straight streets and alleys connected to other streets (no dead ends) shall be preserved for new development.
- b. Sidewalks shall be provided across all street frontages. Typical sidewalks include a concrete walkway next to a narrow strip of lawn bordering the street. New sidewalks should follow the historic model. New sidewalks shall be darkened with lampblack to match the weathered appearance of nearby sidewalks.
- c. If the property has access from an alley, the vehicular access shall be taken from the alley. Curb cuts shall be kept to a minimum, with no more than one driveway per residential lot.

2. Building Orientation

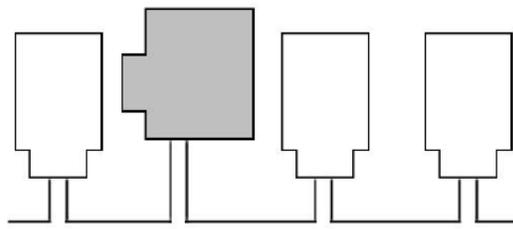
- a. Buildings shall be parallel to the street.
- b. Maintain the traditional orientation of a clearly-defined main entrance toward the street, with clear access from the street to the building entry provided.
- c. Infill development shall model building orientation, lot coverage, and spacing between homes of those of their nearest neighbors.

CONSISTENT



Consistent building orientation and setbacks.

INCONSISTENT



New building is set back further than the neighbors, with a disparate orientation.

3. Driveways and Parking

The single family neighborhoods of the Historic District were largely developed before the prominence of vehicles. Consequently, vehicle storage and access are typically not dominant features of residential sites.

- a. Driveways shall be constructed of materials such as concrete, gravel, brick or stone. Blacktop and asphalt driveways are not historically consistent and shall not be used.
- b. Where driveway access is taken from the street, the driveway shall be located to the side of the house. Where possible, two-track and shared driveways are encouraged.
- c. Residential parking areas larger than one car width shall be located behind the house wherever possible, or screened from view of the sidewalk.

RESIDENTIAL NEW CONSTRUCTION

CONSISTENT



Two-track brick driveway extending past main home to a detached garage.

INCONSISTENT



Blacktop driveway leading to an attached garage at the front of the home.

C. Building Design

1. General

The intent of this section is to encourage new residential structures in the Historic District that are complementary to, compatible with, and reflective of historic architectural examples constructed prior to 1930. Design elements include building and feature proportions, surface modulation, surface materials, detailing, fenestration, and hardware.

- a. New construction of primary buildings shall maintain the existing historic pattern of a neighborhood in terms of characteristics such as setbacks, distance between homes, scale, and materials.

CONSISTENT



Infill construction between older homes with consistent scale and orientation.

INCONSISTENT



New home significantly taller and larger than neighboring home, with inconsistent setbacks.

RESIDENTIAL NEW CONSTRUCTION

- b. Architectural styles and stylistic references shall be consistent and not combined on one building.
- c. The front façade shall incorporate a substantial front entry that is visible from the street.

CONSISTENT



This home includes a large front porch with a prominent entry.

INCONSISTENT



The primary focus of this home is the street-facing garage, not the front entry.

2. Building Materials

Exterior surface materials shall be consistent with traditional architectural materials and shall contribute to the appearance of a 100-year functional building life. Appropriate materials include brick, stone, wood, and stucco. Cement fiber siding is an appropriate alternative to traditional wood siding.

New or alternative materials shall be considered on a case-by-case basis, based on the longevity and appearance of the material. The material must have a demonstrated durability in the local climate, and shall be used in a manner that appears similar in character to historic materials.

The following exterior surface materials are prohibited, where visible from off-site locations.

- a. Plain or smooth face concrete masonry unit
- b. Corrugated metal
- c. Imitation or synthetic cladding materials such as vinyl, plastic, or aluminum
- d. T1-11 siding
- e. Perforated pressure treated lumber

3. Massing, Scale, and Articulation

New residential structures should be designed to reinforce a sense of human scale in the neighborhood. While new homes are typically larger than many older houses, new construction should not compromise the visual continuity of the neighborhood. The

RESIDENTIAL NEW CONSTRUCTION

traditional scale of single family structures should be maintained in infill development, for a consistent streetscape.

- a. New buildings with façades larger than 60 feet shall be divided into smaller modules, attached to the main building form to reflect traditional house sizes.
- b. Buildings shall be “four-sided”, meaning that all façades including side and rear façades shall be considered visible and shall be designed as an architectural façade composition. Blank façades shall not be visible from public spaces. General level of detail shall be consistent on all four sides.
- c. Undifferentiated façades shall not exceed 20 feet horizontally or 15 feet vertically. Articulation shall be provided through projections and recesses, windows, doors, roof forms, and porches or decks. Color shall not be used as a substitute for differentiation. Planar differences shall appear to be structural elements.

CONSISTENT



The side elevation has a similar level of detail as the front.

INCONSISTENT



The side elevation has inconsistent window trim and blank wall space.

- d. Buildings shall be consistent with the height, scale, setbacks, and massing of existing historic structures, and achieve proportions that provide a sense of human scale.
- e. Alignment of horizontal elements such as windows and moldings shall relate to those of adjacent buildings, where feasible.
- f. The level and type of detailing shall be dictated by the style of home being constructed. New homes shall incorporate architectural detailing on all four elevations. Detail elements shall appear structural.

Below is a list of architectural details that may be appropriate. Similar features that achieve the same level of detail and interest may be proposed by the applicant. Readily removable elements such as shutters, awnings, and flower boxes shall not be considered features of architectural detail.

- Knee braces, corbels, or brackets
- Ornamental moldings, trimwork, or dentils
- Upper story dormers
- Exaggerated eave returns
- Pediment
- Decorative shingle siding

RESIDENTIAL NEW CONSTRUCTION

- Balcony
- Wide cornice
- Brick chimney
- Vergeboards, bargeboards, or decorative gable trusses
- Quoins
- Decorative window heads
- Wrap-around porch
- Bay windows or oriels

4. Windows

Windows are important elements of architectural character. Historically, windows provided a crucial light source, and therefore became a dominant visual element on the building exterior. Contemporary homes can successfully emulate the character and visual appeal of historic homes simply by providing similar window patterns and proportions.

- Windows shall be vertically oriented. Typical window proportions include a height that is generally twice the dimension of the width. Clerestory and small square windows are also appropriate, when used for accent windows or where the interior configuration constricts window height. Large picture windows are not appropriate.
- The front façade shall incorporate a minimum of 20 percent glazing.
- Glazing shall be transparent. Highly reflective or darkly tinted glass shall not be used. Textured obscure glass is appropriate for bathrooms or where privacy is required.
- Mullions and muntins shall be vertically proportioned. False muntins or simulated divided lites shall not be used.
- Windows shall be set back, or shall appear to be set back from the plane of the exterior building wall to create dimensional relief and shade effect.

CONSISTENT



Vertically oriented windows, comprising at least 20 percent of the front façade.

INCONSISTENT



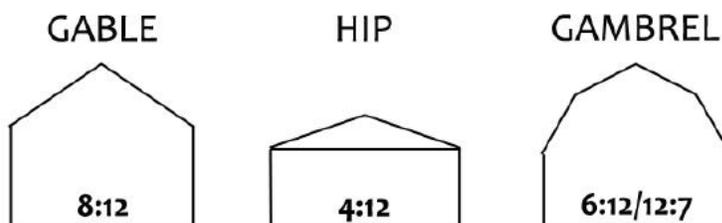
Minimal window area, of a contemporary shape and configuration.

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5. Roofs

Roofs not only protect the structure from weather, but when used appropriately for the style of home, they contribute to historic character.

- a. Appropriate primary roof forms for new residential structures include gabled, hipped, and gambrel. Clipped ends and jerkinheads may be incorporated. Other roof forms may be appropriate for a specific, traditional architectural style, subject to approval based on the manner of use.
- b. Shed roofs shall not be used for primary structures, but may be appropriate for small accessory structures and subordinate roof forms, such as porches, canopies, or upper floor projections.
- c. Primary roof pitches shall be consistent with the minimum slopes below. Shallower pitches may be allowed on subordinate roof forms. Eaves shall extend a minimum of 12 inches, and shall be consistent with the style of the overall building.
 1. Gabled roofs shall incorporate a minimum primary slope of 8:12.
 2. Hipped roofs shall incorporate a minimum primary slope of 4:12.
 3. Gambrel roofs shall incorporate a minimum upper slope of 6:12, and lower slope of 12:7 on the primary roof form.
 4. Flat roofs may be allowed for certain architectural styles such as Italianate. These roof types shall incorporate a substantial cornice and/or parapets.



6. Doors and Hardware

- a. Wood is the preferred material for doors. If metal is proposed, it shall not have a bright or shiny finish. Painted metal is acceptable. Fiberglass and plastic shall not be used. Screen and storm doors shall be appropriate for the style of home.
- b. Hardware shall be traditional and historic in character.
- c. Glazing shall be clear or textured, obscure glass. Glazing shall not be reflective, unless used as an accent component in a stained glass insert.
- d. Trim surrounding doors shall be a minimum of four inches wide.

RESIDENTIAL NEW CONSTRUCTION

CONSISTENT



Wood front door with clear glazing, wide trim, and traditional hardware.

INCONSISTENT



Front door with reflective glazing and minimal trim.

7. Porches

Large, covered front porches were commonly used in historic construction. Porches are not only functional, providing weather protection, shade, and a connection to the outdoors, but they also serve an important visual function by reducing the overall scale of the home and relating to human size. The porch also provides an architectural focus to define entryways.

- a. New residential structures shall incorporate a covered front porch with a minimum depth of six feet. Support columns shall be of a substantial width.
- b. Porches and porch elements shall be similar in style and materials to those seen historically, and shall be consistent with the style of the home.
- c. Porches shall maintain transparency and visibility of the front entry.

CONSISTENT



Large front porch in scale with the home, with transparency and substantial support posts.

INCONSISTENT



This home has a shallow roof projection at the front door rather than a porch.

RESIDENTIAL NEW CONSTRUCTION

8. Garages and Accessory Structures

- a. Accessory structures such as garages and sheds shall be located behind the house wherever possible. A detached garage located at the rear of the property and set back substantially from the house is preferred.
- b. When a garage is attached to the structure, it shall be set back a minimum of eight feet from the living area front façade.
- c. Accessory structures shall be subordinate in size and consistent in character to the primary structure.
 1. The structure shall be subordinate in terms of mass, size, and height. Detailing shall be simple, and shall not compete visually with the primary structure.
 2. Building materials shall be consistent with those of the main structure.

CONSISTENT



This detached garage is consistent with the primary structure in style and materials.

INCONSISTENT



This garage exhibits a different shape and style than the primary structure.

9. Service Areas, Equipment, and Energy

- a. Mechanical equipment shall be screened from view using walls, fencing, or vegetation.
- b. Service and utility equipment such as satellite dishes shall be located on a non-street side of the home, or if not possible due to line of sight requirements, shall be installed in an inconspicuous location.
- c. Skylights shall be flat against the plane of the roof. Framing shall be consistent in color and hue to roof material.
- d. Solar panels are recognized as a valuable technology, however their visual prominence can drastically alter the appearance of a structure. Solar panels are allowed in the Historic District, subject to the following standards.
 1. Solar panels shall not be readily visible from streets or public areas.
 2. The color of the frame and panels shall be similar in color and hue to the roof material.

Action Item 4a

RESIDENTIAL NEW CONSTRUCTION

3. Solar panels shall be integrated with the design of the structure and roof forms to reduce the visual impact.

CONSISTENT



The solar panel array is located on a side elevation and is not readily visible.

INCONSISTENT



The solar panel array becomes a dominant feature of the street-facing façade.

Action Item 4a

Excerpts from Commercial New Construction draft standards (full packets will be provided at the meeting)

5. Windows

Display windows on the ground floor of retail and commercial buildings shall be the predominant surface on the first story, typical of original Snohomish commercial buildings.

- a. The street-facing ground level of new **commercial** buildings in the Historic Business District shall be comprised of a minimum of 65% glazing.
- b. Commercial storefront style windows shall be incorporated for ground floor retail and commercial uses.
- c. Glazing shall be transparent. Highly reflective or darkly tinted glass shall not be used.
- d. Mullions and muntins, if proposed for upper story or ribbon windows, shall be vertically proportioned. False muntins, or simulated divided lites shall not be used.
- e. Upper story windows shall be vertically oriented. Typical window proportions include a height that is generally twice the dimension of the width.
- f. Windows shall be set back, or shall appear to be set back from the plane of the exterior building wall to create dimensional relief.

CONSISTENT



Substantial storefront windows; upper story window trim creates dimensionality.

INCONSISTENT



Insufficient glazing; windows have false muntins.

D. Multi-Family Residential Development

Structures designed solely for multi-family residential use shall be consistent with the commercial standards above, with the exception of section C.3, Ground Level Details. The following additional standards shall also apply to multi-family residential developments.

Action Item 4a

- a. Window area shall comprise a minimum of 50% of the primary street-facing façade. Ground floor units should have the glazing elevated above the view of pedestrians to create privacy for occupants.
- b. Building entries located on the primary façade of multi-family structures shall be raised from the surrounding grade, with a stairway or ramp access from the adjacent pedestrian walkway. A minimum of one entry shall be located on the primary façade.
- c. Buildings with any façade in excess of 120 feet shall be constructed with brick or other approved masonry as the dominant siding material, comprising more than 50% of the exterior building wall area.
- d. If upper floor balconies are proposed, they shall be a minimum of five feet in depth. Railings and balusters shall maintain transparency, and shall be consistent with the architectural style of the building.

CONSISTENT



Elements such as large vertical windows, raised entries, and predominantly brick siding are consistent with Snohomish's historic character.

INCONSISTENT



Minimal window area on the primary façade and pedestrian entries not located on the street create an uninviting appearance.

Discussion Item 4b

Date: May 11, 2016

To: Design Review Board

From: Brooke Eidem, Associate Planner

Subject: Summary of Individual Member Design Reviews – April 7, 2016 – May 4, 2016

There were no individual reviews conducted the previous month.