



City of Olympia

City Hall
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Olympia, WA 98501

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Meeting Minutes Design Review Board

Thursday, November 14, 2013

6:30 PM

Room 207

1. CALL TO ORDER

The meeting was called to order at 6:30 p.m.

1.A ROLL CALL

Present: 6 - Chair Thomas Carver, Boardmember Robert Findlay, Boardmember Jami Heinricher, Boardmember Darrell Hoppe, Boardmember Joseph S LaValle, and Boardmember Angela Rush

Excused: 3 - Vice Chair Jane Laclergue, Boardmember Duane Edwards, and Boardmember David Goularte

1.B ANNOUNCEMENTS - None

2. PUBLIC MEETING

[13-1025](#) Case: McDonald's (at Cooper Point), 13-0070
Detail Design Review

This review was based on site plan and materials: The revised architectural plan set, October 16, 2013; a set of supplemental exhibits (photos, documentation, etc.); and applicant response letter, October 16.

The Board recommended approval of the design proposal with conditions noted in attachment 1, Recommendation 11-20-13.

[13-1027](#) Case: Olympia Regional Learning Academy, 13-0037

A. Detailed Site Plan

1. **Extend** the sidewalk along the (plan) west side of the development site, adjacent to the revised handicapped parking, to all parking along the property line, such that each parking space has direct access to the sidewalk leading to the "Front Entrance" facing State Highway 101. OMC 18.110.030.
2. **Incorporate** pedestrian lighting along walkways, at entryways, and near the solid waste storage area. OMC 18.110.160.
3. **Add** pedestrian amenities along the south facade, such as seating and a trash

receptacle. OMC 18.1 10.050.

4. **Extend** the patterned sidewalk from the main entrance (plan) northeast to connect with the parking stalls in the adjacent lot.

B. Detailed Landscape Plan

1. **Screen** at-grade mechanical equipment and facilities with vertical plants such as trees, shrubs or ornamental grasses. OMC 18.36.060(L), 18.110.190.
 - a. The landscape plan depicts Mugo Pine and Coral Beauty Cotoneaster plantings around the water meters, RPBAS, and DDCVA vault, neither of which is tall enough to provide the solid screening (Type 1) landscaping required for mechanical equipment.
 - b. **Revise** the planting choices around the mechanical equipment to reflect plant or fencing materials that will provide a 100 percent sight-obscuring screen.
2. **Modify** the landscape plan to include native or drought tolerant plant species. All plantings shall be native and/or drought tolerant pursuant to the City's Unified Development Code. OMC 18.32.225, 18.36.060(E), 18.110.180.

C. Detailed Building Elevations

1. **Provide** overhead weather protection over each building entry point (five points of entry), and clearly and consistently depict the overhead elements in the colored renderings, floor plan, and site plan.
2. **Depict** the yellow canopy and the aluminum trellis wall elements consistently in the colored renderings, floor plan, and site plan - note the inconsistencies in the east elevation and south elevation drawings.
3. **Revise** the renderings and site plans so that the same building materials are applied consistently throughout the program - note the differences in the building's (plan) southwest corner treatment; the ledgerstone wraps around the corner on the plans, but does not in the colored renderings. If the ledgerstone is not to wrap around the corner, adjust the glazing on the wall to the west of the entrance so that the windows are horizontally aligned in the building wall.

D. Detail Sheet: The following items shall be added (graphically) to the Architectural Plan Set prior to building permit issuance:

1. **Provide** design details of the ADA ramp and handrail(s) from the development site to the sidewalk along Black Lake Boulevard. Include wall treatment, coloring, materials, and railing material and color treatment.

2. **Provide** photographs, cut sheets, and lighting specifications of all site lighting, including along walkways, over doorways/entrances, in parking areas, at the waste receptacle area, along the ramp to Black Lake Boulevard, and so on. See staff response and recommendations for Section 18.110.160.1.

3. **Use** cut-off lenses or glare shields for the parking lot pole light fixtures.

Chair Carver moved, seconded by Boardmember Findlay, to approve project 13-0037 with conditions as noted. The motion carried by the following vote:

Aye: 6 - Chair Carver, Boardmember Findlay, Boardmember Heinricher, Boardmember Hoppe, Boardmember LaValle and Boardmember Rush

Excused: 3 - Vice Chair Laclergue, Boardmember Edwards and Boardmember Goularte

[13-1028](#) Case: Hilton Garden Inn, 13-0089
Concept Design Review

The review was based on site plan and materials: Project narrative, context, site, architectural, and landscape plans submitted on November 1, 2013; PowerPoint and 3-D video submitted by the applicant at the November 14, 2013 DRB meeting.

Chair Carver moved, seconded by Boardmember Hoppe, to approve the Context Plan as presented at the November 14, 2013 DRB meeting (plans presented at the meeting differed from what was provided in the packet). The motion carried by the following vote:

Aye: 6 - Chair Carver, Boardmember Findlay, Boardmember Heinricher, Boardmember Hoppe, Boardmember LaValle and Boardmember Rush

Excused: 3 - Vice Chair Laclergue, Boardmember Edwards and Boardmember Goularte

Approve the Preliminary Site & Landscape Plan with the following conditions:

1. Additional pedestrian connections shall be provided, including:
 - a. Pedestrian walkways from parking areas to building entrances. Where they cross drive aisles, they shall be clearly marked; and
 - b. A minimum 6' wide walkway between the building entry and Henderson Park Lane SE.
 - c. Walkways shall be located in such a manner that they provide for the safety of pedestrians, for example through parking bays and adjacent to landscape islands, and Woodland Trail.
2. On-site directional signage shall be provided. Examples include "main entrance", "guest entrance", "bike parking", etc.

3. Additional pedestrian scale lighting shall be added, in particular along walkways and drive aisle crossings for pedestrian safety.
4. The landscape plan shall be revised as follows:
 - a. Plant materials shall be confirmed for hardiness in Olympia's climate and if not, be replaced;
 - b. Ensure that the provisions of OMC 18.36 are met.

At least half of the deciduous trees along the northwest property line shall be replaced with large evergreen trees, such as Western Red Cedar, to increase screening along the I-5 corridor. Trees and shrubs shall be planted in a more naturalized manner to complement existing I-5 landscaping.

Chair Carver moved, seconded by Boardmember Findlay, to approve the Preliminary Site and Landscape Plan with conditions as noted. The motion carried by the following vote:

Aye: 6 - Chair Carver, Boardmember Findlay, Boardmember Heinricher, Boardmember Hoppe, Boardmember LaValle and Boardmember Rush

Excused: 3 - Vice Chair Laclergue, Boardmember Edwards and Boardmember Goularte

Approve the Preliminary Building Design with the following conditions:

1. In lieu of locating parking behind the building, the applicant shall provide significant landscaping at the site entrances and along the street frontage, and plant parking lot trees that create a substantial canopy (intent is to soften the appearance of the parking lot).
2. The applicant shall add exterior elements to reduce the apparent size of the building. Examples include facade modulation, cornices, window patterns, plazas, porches, patios, decks, covered entries, balconies, bay windows, stepped roofs, a variety of roof lines and elements, a variety of cladding materials, lighting fixtures, trellises, and multiple paint colors and building materials. The applicant is encouraged to reflect the surrounding area in developing design solutions.
3. All windows shall increase recesses for more shadow effect.
4. Reduce the size of the large gable on the northwest elevation to match the size of the others; use a cupola element at the top of the southwest stair tower.
5. Windows and/or architectural detailing shall be added to the northeast and southwest elevations to achieve greater consistency with remaining elevations.
6. The use of EIFS shall be minimized and replaced, at least on the ground floor, with masonry, composite materials (e.g., hardie), wood, metal, or other materials that

are well suited to the local climate. The intent is to provide greater texture and pattern, and to select a material with longevity. The applicant is encouraged to use high quality materials that reflect the surrounding environs.

7. The following information shall be included on plans submitted for Detail Design Review:
 - a. Screening details for mechanical equipment on the building; equipment shall be screened so it is not visible to hotel rooms above or from uphill residences.
 - b. The location and method of screening of all utility vaults and gas meter(s) where visible from the street; and
 - c. The location of the elevator backup generator and method of screening.
8. Additional detailing shall be added to the northeast, south end of the northwest, and southwest elevations to minimize blank walls. Alternately, landscape beds can be increased in size to plant tall trees in front of blank walls.
9. Compliance with sign standards will be determined at the time of sign permit review.

Additional Notes:

- Lighting should shine downwards to avoid impacting the Wildwood Neighborhood. Cut sheets will be reviewed at the time of Detail Design Review.
- Increased window depth can be achieved through a variety of means such as window recesses or trim.

Chair Carver moved, seconded by Boardmember Findlay, to approve the Preliminary Building Design with conditions as noted. The motion carried by the following vote:

Aye: 6 - Chair Carver, Boardmember Findlay, Boardmember Heinricher, Boardmember Hoppe, Boardmember LaValle and Boardmember Rush

Excused: 3 - Vice Chair Laclergue, Boardmember Edwards and Boardmember Goularte

3. OTHER BUSINESS - None

4. ADJOURNMENT

The meeting was adjourned.