



Design Review Board Agenda

15728 Main Street, Mill Creek, Washington 98012

April 18, 2019

5:15 p.m.

COUNCIL CHAMBERS

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| I. CALL TO ORDER: | 5:15 p.m. |
| II. ROLL CALL: | 5:15 p.m. |
| III. APPROVAL OF MINUTES: | 5:16 p.m. |
| A. Approval of February 21, 2018 Meeting Minutes ⁽¹⁾ | |
| IV. NEW BUSINESS: | 5:17 p.m. |
| A. Muttley Square Building Elevations and Landscaping ⁽²⁾ | |
| V. ADJOURNMENT: | 6:00 p.m. |

ATTACHMENTS:

1. February 21, 2019 Meeting Minutes
2. Staff Report and Proposed Elevations and Plans

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**CITY OF MILL CREEK
DESIGN REVIEW BOARD MEETING MINUTES
February 21, 2019**

Draft

DRB Members:

Dave Gunter, Chair
David Hambelton, Vice Chair
Tina Hastings
Diane Symms
Beverly Tiedje

Community Development Staff:
Sherrie Ringstad, Associate Planner
Christi Amrine, Senior Planner

I. CALL TO ORDER:

Chair Gunter called the meeting to order at 5:17 p.m.

II. ROLL CALL:

All members were present as noted above.

III. MINUTES:

A. Minutes of December 20, 2018

MOTION: Member Tiedje moved, seconded by Vice Chair Hambelton, to approve the December 20, 2018 minutes as presented. The motion was approved unanimously.

IV. ELECTION OF OFFICERS:

A. Election of Chair and Vice Chair

MOTION: Member Symms moved, seconded by Member Tiedje, that the current Chair and Vice Chair continue in their respective roles. The motion was approved unanimously.

IV. NEW BUSINESS:

The Farm Informal Review

Senior Planner Christi Amrine introduced the agenda item, noting that this will be the Design Review Board's third informal review for The Farm at Mill Creek project. She noted that the applicant is specifically looking for input on the entry, public plazas, building elevations, retail elevation options and the area between the parking structure and Building F. She introduced the Architect Chris Olsen and Landscape Architect Roby Snow.

Chris Olson, Olson Projects, 3424 South Manito Boulevard, Spokane, WA 99203

Mr. Olson, the project architect, reviewed the entry and frontage landscaping stating that the roadway buffer will be landscaped with a mix of lawn, street trees, shrubs and seasonal color and will feature a meandering sidewalk.

Roby Snow, Landscape Arch., Blueline, 15200 32nd Ave South #210, Tukwila, WA 98188

Mr. Snow, the landscape architect, explained that the landscape and entry design is intended to honor its history with an agrarian/farm character.

The Board discussed the roadway buffer and agreed that they like the use of some lawn areas and concurred that it is important that the areas designated for lawn be a usable shape and size.

Chair Gunter suggested that the location for the tenant's mail box be moved off the spine road to an interior location that won't be as likely to interfere with traffic.

The DRB discussed the spine road and some concern was expressed that it is narrower where it turns the corner adjacent to Buildings A3 and A4. Ms. Amrine explained that the road is a public road and will have the full required width; however, no street parking is proposed which makes the street appear narrower than it actually is.

The Board discussed the southern property boundary and Mr. Olson confirmed that it is likely that the applicant will be installing new fences adjacent to the existing residential uses.

The Board discussed the lack of a sidewalk for the two rows of parking adjacent to the wetland buffer and directly west of Building A3. The applicant explained that this area is very constrained because of the wetland and there wasn't room for a sidewalk.

The Board also discussed the use of a pavement change to delineate the pedestrian way when there is a crossing of the spine road.

Member Hastings asked if the applicant would be using the same benches that have been used elsewhere in the East Gateway area? The applicant confirmed that they would likely

use the same benches along the spine road but may use other bench styles more representative of the agrarian theme in areas that are out of the public right-of-way.

Member Hastings expressed a concern about the use of galvanized planters and the potential for zinc to get into the wetland buffer. Several Board Members concurred. It was suggested that poured concrete might be a better alternative.

Member Symms asked about the roadway improvements on 41st Avenue SE and Mr. Olson confirmed that the final road will be constructed to full width, so it will be about twice as wide as it is now. Ms. Symms suggested adding lawn area to the 41st Avenue entry area.

The Board discussed the transition area between the garage and Building F and Mr. Olson stated that this area is intended for building tenants and not the general public. It will be well lit for safety.

Vice Chair Hambelton expressed a concern about the white walls on the garage. Mr. Olson explained that there is actually quite a bit of variation – it just doesn't show well in the elevation drawings.

Mr. Olson explained that following the Binding Site Plan approval, the applicant will bring the building elevations back for formal review in small groupings or individual buildings. The Board said that it would be helpful to have the landscaping proposed adjacent to the buildings presented at the same time the building is presented.

V. **ADJOURNMENT:**

Chair Gunter adjourned the meeting with the consensus of the Board at 6:38 p.m.

Submitted by:

Sherrie Ringstad, Associate Planner

**CITY OF MILL CREEK
DESIGN REVIEW BOARD
APPLICATION PL2019-0005**

PART I - SUMMARY INFORMATION

NAME OF PROJECT: Muttley Square – Commercial Indoor Animal Boarding and Day Care Facility

APPLICANT: Sandra Martin
Capital Architects
2813 Rockefeller Avenue
Everett, WA 98201

LOCATION: The project is located at 13209 Bothell-Everett Highway, Mill Creek, Washington 98012.

PROPOSAL: Review of building elevations, landscaping and monument sign

ZONING: Community Business - CB

PART II – DESIGN REVIEW BOARD AUTHORITY

In accordance with Mill Creek Municipal Code (MCMC) Section 17.34.020, the Design Review Board (DRB) shall review building elevations, landscape plans and monument signs for commercial developments. Design guidelines are set forth in MCMC Section 17.34.040.B. Commercial and Business Park/Industrial Building Design, MCMC Section 17.34.040.G. Freestanding Sign Design, and MCMC Section 17.34.040.H. Landscaping Design.

PART III – BACKGROUND AND PROJECT DESCRIPTION

The existing site is zoned Community Business - CB, and a commercial indoor animal boarding and day care facility is a permitted use in the CB zone district. The site is approximately 2.64 acres in size and is located on the east side of Bothell-Everett Highway, just north of the Les Schwab site. Site access will be from a right-in/right-out only turn from the Bothell-Everett Highway. There is a wetland located in the center of the site, which will be protected in a Native Growth Protection Area (NGPA) tract and fenced.

The proposed development is a pet daycare and boarding facility to be known as Muttley Square. The development will consist of five 768 square foot pet boarding houses and a 1,628 square foot main office. The design of the development is cottage style for the buildings, creating a community of house-like commercial buildings. In addition to the new buildings, there will be parking improvements,

landscaping, utility infrastructure improvements, and a 35-foot wide landscaped roadway buffer on the Bothell-Everett Highway (SR 527).

The pet boarding cottages will have a rotating staff, day shift and night shift. Services in the cottages are dog boarding by appointment. Grooming services will also be provided at the main office as well as a small retail store of pet products. The main office will act as the drop off & pick up spot for all activities on site, as well as the employee's clock-in office.

A Binding Site Plan for the development was reviewed by the Hearing Examiner at a public hearing on March 25, 2019, and the Binding Site Plan was approved on April 8th.

See **Attachment 1- Site Plan (Sheets A-1.0 to A-1.2)** and **Attachment 2 – Color Elevations and Floor Plans** to see the site layout and building exteriors.

Please note that the wall signage shown in the attachments is conceptual in nature and will be reviewed by staff at a future date.

PART IV – PROJECT ANALYSIS

Below is an analysis and summary of the consistency of the proposal with the City's Design Guidelines:

Building Elevation Criteria

The Code requires that buildings incorporate modulation to reduce the overall bulk and mass of buildings and to avoid blank walls. In addition, building design shall incorporate traditional building materials such as masonry, stone, stucco, heavy timbers, brick, and other natural appearing materials. Building colors should accent, blend with, or complement surroundings. Bright or brilliant colors should be reserved for trim and accents. The City's building design objectives call for a consistent visual identity to be applied to all sides of buildings visible to the general public and for all building sides to have an equivalent level of material quality, detailing, and window placement.

In addition, the Code requires outdoor mechanical equipment to be screened from view, including ground level and rooftop mechanical and communication equipment. The method of screening shall be architecturally integrated with the building with respect to materials, color, shape, and size.

Proposal – Building Elevations, Materials and Colors

All six buildings on-site are proposed to have a consistent residential appearance with commercial grade materials. The main office will be one-story and the five boarding units, which are required to be sprinkled, will be two-stories with an upper deck. Each building will have a pavement patio at the entry. The buildings will all have a pitched gable entry with wood columns in the color of Texas Honey Brown/Cedar on a concrete base on each side to create a focal point at the entry with windows framing the doorway. The proposed building exterior materials and colors include walls in Hardie panel with a smooth finish in Booth Bay Blue and Gray Slate color, the interior of the gables are proposed to be Hardie plank smooth board and batten in Gray Slate color. Wood trim work, metal gutters, downspouts and window frames are white. The asphalt shingle roofing proposed is iron gray. The roof top

mechanical equipment will be residential in appearance and will be screened from view from the public right-of-way.

As proposed, staff believes that the building elevations are in compliance with the design guidelines contained in the Code and is recommending approval.

Trash Enclosure:

The Code requires that dumpster enclosures shall reflect building architecture of the adjacent building and be compatible with adjacent project designs. This shall include consideration of proportion, color, texture, and materials. Ground level outdoor enclosures shall be composed of materials similar to the main structure.

The trash enclosure is proposed to be located on the northwest portion of the site along the property boundary and to be constructed of smooth face CMU in Light Gray with a chain link fence gate with black poly slats to coordinate with the building materials, see **Attachment 1- Site Plan (Sheets A-1.0 and Sheet A-1.1)**.

As proposed, staff believes that the trash enclosure is in compliance with the design guidelines contained in the Code and is recommending approval.

Fencing:

The Code (MCMC 17.22.040) allows wood and black vinyl chain link in nonresidential zones. No fence or boundary structure shall exceed 78 inches in height from the finished grade. Arbors, trellises and other gate treatments may extend up to 90 inches from finished grade, provided such arbor, gate or trellis width does not exceed six feet. No fencing is permitted within the roadway buffer tracts.

The applicant is proposing two different types of fencing in addition to the required Native Growth Protection fencing for the wetland on-site, see **Attachment 1 – Site Plan (Sheets A-1.0 and A-1.2)** for fence locations and details.

Around the five boarding houses and the private dog park an approximately 72 inch high wood post fence with a wire mesh panel is proposed to define each yard around the boarding houses and allow visibility. Along the perimeter of the site, the applicant is proposing a 62 inch high wood post privacy fence with a solid metal panel with access gates that are 66 inch high. The Code allows a maximum height of 78 inches and all the proposed fences are within the permitted height limits. The posts are wood, but the metal mesh and panel colors are not specified on the plans for the dog house fence and perimeter fence. It appears that a fence is proposed within the roadway buffer adjacent to the front of the monument sign; the fence will need to be relocated to the south outside of the roadway buffer. A building permit is required for all fences.

Freestanding Sign Criteria

In accordance with MCMC Section 17.26.020.E.7, a business in the community business zone may have one freestanding sign not exceeding 16 square feet in area and having a maximum height of 42 inches. MCMC Section 17.34.040.G requires that freestanding monument signs be designed to be

complementary to, and coordinated with, building colors and be in scale and proportion with building design, and further states that the sign should provide only the name and address of the building, building complex and/or building tenants. A five-foot setback from the property line is required.

Proposal – Monument Sign

The plans for the monument sign show that the base will be constructed of 6” x 6” posts painted black. It is unclear from the plans the intended height of the base. However, the Code requires that the sign height be measured from the ground elevation (17.26.020.E.2), which includes the height of the base. The round sign face is shown as 4 feet 6 inches, which by itself exceeds the allowed height before the height of the base has been added. Thus, the proposed sign height exceeds the 42-inch maximum height allowed by the Code.

The round, blue metal sign has “Stella & Floyd’s” in 8 inch letters and the logo inset and painted black. A white banner with the name “Muttley Square” in black lettering goes across the bottom of the circle. The plan shows the circular sign as being 4 feet 6 inches wide. The sign area is calculated by drawing a square around the sign, which at 4 feet 6 inches for each side equals 20.25 square feet. The allowed sign area is 16 square feet.

The proposed sign colors coordinate with the building colors and the sign meets the 5-foot setback requirement. Staff is recommending a Condition of Approval requiring the sign to be modified to meet the MCMC dimensional requirements for both maximum height and area. As conditioned staff finds the proposed sign to be in compliance with the design guidelines contained in the Code and is recommending approval.

Landscaping Criteria

City code requires that project landscaping provide unity of design through repetition of plants and coordination with adjacent developments. The Code requires landscape materials to be a hardy species adaptable to local conditions, easily maintained, and drought tolerant. Use of native plants and the retention of existing vegetation are strongly encouraged. In addition, required landscape areas shall be irrigated and densely landscaped with a combination of trees, shrubs, and groundcover to provide 90 percent coverage within three years of planting.

Proposal - Landscaping

The 35-foot wide roadway buffer is proposed to be planted from back of the curb with lawn, Bowhall Maple, Katsura and shrub mix consisting of Pygmy Barberry, David Viburnum, Dwarf Heavenly Bamboo, Red Twig Dogwood, Munstead Lavender, Silver Maiden grass, Dwarf Fountain grass and Blue Oat grass with a groundcover of Elijah Blue Fescue. The existing sidewalk will be retained and a connection from the sidewalk to the site will be provided on the south side of the driveway. See **Attachment 3 – Landscape Plan (Sheets L-1 to L-5)**. Irrigation is proposed for landscaped areas.

The landscape beds surrounding the parking lot are planted with:

- Trees: Katsura, Slender Hinoki and Excelsa Western Red Cedar
- Shrubs: Pygmy Barberry, David Viburnum, Dwarf Heavenly Bamboo, Red Twig Dogwood, Silver Maiden grass, Dwarf Fountain grass, Munstead Lavender

- Groundcover: Peach Flame Coral Bells and Ornamental Alpine Strawberry

The spacing on the groundcover (Blue Fescue) is called out as 18 inches on center. To achieve the coverage required by the Code, staff is recommending that spacing be 10 inches on center. The spread on Blue Fescue is 6-9 inches and when used as a groundcover, if spaced too far apart, weeds will grow between clumps.

As conditioned, staff believes that the proposed landscaping is in compliance with the design guidelines contained in the Code and is recommending approval.

PART V - FINDINGS, CONCLUSIONS, AND RECOMMENDATION

Having viewed the property and reviewed the application, City staff finds that the proposed building elevations, landscaping and freestanding sign will be consistent with the design guidelines set forth in MCMC Section 17.34.040 and is recommending approval subject to the following conditions.

1. The building elevations, materials, colors, and design shall be as portrayed in the application.
2. Fencing shall be relocated to the south outside of the roadway buffer tract.
3. The freestanding monument sign shall be reduced to have a sign area no greater than 16 square feet and a maximum height no greater than 42 inches, per MCMC Section 17.26.020.E.7.
4. A building permit is required to be submitted and obtained for the proposed fencing prior to installation.
5. A building permit is required to be submitted and obtained for the proposed freestanding sign prior to installation.
6. Amend the landscape plan to show the spacing on the Blue Fescue groundcover as 10-inches on center.
7. A landscape performance bond in the amount of 125% of the proposed cost of materials and installation shall be provided to the City prior to beginning construction of the binding site plan, pursuant to MCMC Section 16.16.040.
8. The irrigation system will require a building permit. The permit is an over-the-counter plumbing permit, no plans required, with an inspection of the system's backflow prevention.

ATTACHMENTS:

Attachment 1- Site Plan (Sheets A-1.0 to A-1.2)

Attachment 2 – Color Elevations and Floor Plans

Attachment 3 – Landscape Plan (Sheets L-1 to L-3)