



**STAFF REPORT**

**TO:** Manzanita Planning Commission  
**FROM:** Walt Wendolowski, Contract Planner  
**SUBJECT:** Planning File – Winery at Manzanita Design Review  
**DATE:** April 12, 2021

I. BACKGROUND

- A. **APPLICANT:** Mark Proden (The Winery at Manzanita).
- B. **PROPERTY LOCATION:** The property is located on the north side of Laenda Avenue, approximately midway between North 2<sup>nd</sup> and 3<sup>rd</sup> Streets. The site address is 253 Laenda Avenue and the County Assessor places the property within Township 3 North; Range 10 West; Section 29BD; Tax Lot #16901.
- C. **PARCEL SIZE:** The property contains approximately 5,000 square feet.
- D. **EXISTING DEVELOPMENT:** The subject property contains a winery, with tasting room, that also serves other beverages and appetizers. The lot fronts a public street and is served by public sewer and water.
- E. **ZONING:** The parcel is zoned Commercial (C-1).
- F. **ADJACENT ZONING AND LAND USE:** Property to the west, south and east is also zoned C-1 and contains a mix of residences and commercial businesses. Located to the north are single family homes on property zoned High Density Residential/Limited Commercial (R-4).
- G. **REQUEST:** The applicant is requesting Design Review approval to install two retractable awnings.
- H. **DECISION CRITERIA:** This application will be evaluated against the following: Manzanita Ordinance 95-4 Sections 4.080, 4.090 and 4.137 through 4.156 (Design Review Standards) and Section 3.040 (Standards for the Commercial Zone).

## II. APPLICATION SUMMARY

- A. The applicant wishes to install two retractable awnings on the front of the existing building. When fully extended each awning will be 11-feet 8-inches deep and 19-feet in width, therefore providing some 38-feet of protective shade on the businesses' first floor courtyard area. No part of the awnings will extend beyond the property lines. The awnings will be motorized and colored "Logo Red".
- B. Pursuant to Section 4.152.2, a Design Review is mandated as a building permit is required to install the awning. This action is subject to a public hearing and review by the Planning Commission.

## III. CRITERIA AND FINDINGS –DESIGN REVIEW

- A. Sections 4.080 establishes the City's parking requirements. It specifically notes that "(A)t the time a new structure is erected or the use of an existing structure is changed or enlarged, off-street parking spaces, loading areas and access thereto shall be provided as set forth in this section unless greater requirements are otherwise established."

FINDINGS: This is an existing structure and that the proposal does not increase the building size or change the existing use. Therefore, additional parking spaces are not required to accommodate the awning. Since additional parking is not required, provisions in Section 4.090 regarding vehicle parking space requirements do not apply.

- B. Provisions in Sections 4.137 to 4.142 address site plan reviews (4.137), the use of fill for structural elevation (4.138), parking structures in the front yard (4.141) and matters regarding trees (4.142).

FINDINGS: This application and process are consistent with provisions in Section 4.137. Fill is not required as part of the awning installation and the project does not involve the installation of parking in the front yard (Sections 4.138 and 4.141). Finally, the proposal does not involve the removal, pruning or replanting of trees (Section 4.142).

- C. Section 4.150 identifies the purpose of the design review process, while Section 4.151 lists applicable definitions. Section 4.152 identifies when a design review is required.

FINDINGS: This application is consistent with provisions in Section 4.150. The definitions are applicable to the design review process but do not by themselves establish design criteria (Section 4.151). Finally, as previously noted, a design review is required as the proposed awning requires a building permit (Section 4.152).

- D. Section 4.153 outlines the review procedures. For the purpose of this Section, a pre-application conference occurred and the applicant submitted the required material. Further, the City mailed notice to area property owners in compliance with provisions in this Section.
- E. Section 4.154 outlines the purpose behind the design review criteria. This Section states “(T)he design review criteria are intended to provide a frame of reference for the applicant in the development of site, building and landscape plans and to provide the city with a means of reviewing proposed plans. These criteria are not intended to be inflexible requirements nor are they intended to discourage creativity or innovation. The criteria do not intend to specify a particular architectural style.” Further: “(T)he Design Review Board is not authorized to approve projects which do not adhere to specific development standards provided by this ordinance (e.g. building height or setbacks.)
- F. Section 4.155 contains the specific decision criteria; each item is reviewed below:
1. In terms of setback from street or sidewalk, the design creates a visually interesting and compatible relationship between the proposed structure and the surrounding area.  
  
FINDINGS: Based on submitted information, the awning color will match the existing red Adirondack chairs seated in the courtyard. It complements the building style and look with the existing black, rust orange and cedar shingles of the building.
  2. The design incorporates existing features such as rocks, slopes and vegetation.  
  
FINDINGS: The installation covers an existing courtyard and will not alter or otherwise affect existing rocks, slopes or vegetation.
  3. Where appropriate, the design relates or integrates the proposed landscaping/open space to the adjoining space in order to create pedestrian pathways and/or open system that connects other properties.  
  
FINDINGS: The awning provide flexibility for the business, whereby the courtyard can be open or covered depending on the weather. The existing landscaping improvements and building access are not affected but actually enhanced.
  4. The design gives attention to the placement of storage or mechanical equipment so as to screen it from view.  
  
FINDINGS: Based on submitted drawings, the awnings retract back toward the building and into its cassette hood when not in use. Therefore, mechanical aspects of the awnings are effectively screened from view.

5. All functions, uses and improvements are arranged to reflect and harmonize with the natural characteristics and limitations of the site and adjacent properties.

FINDINGS: Based on the site plan, the retractable awnings will only extend into the existing courtyard space. The adjacent sidewalk and private properties are not affected by the additions.

- G. Section 4.156 contains the decision criteria evaluating architectural and landscaping design; each item is reviewed below:

1. The design integrates and harmonizes the existing and proposed development with the existing surroundings and future allowed uses. This standard shall be applied in a manner that encourages village design and visual diversity within development projects and the surrounding area. Corrugated siding is prohibited as it does not harmonize with siding used on most existing buildings.

FINDINGS: Generally, the awning doesn't alter the characteristics of the building. Awnings are typical for many small, commercial downtowns and this improvement has the added benefit of better utilization of the site. Finally, the improvement does not include the use of corrugated siding.

Development requirements for the C-1 zone are contained in Section 3.040, specifically in subsection "(3)". These include height limitations, setbacks and so forth. For the record, the existing building's height and setbacks will not be altered.

Item (3)(g) states signs, awnings, marquees and sidewalk coverings shall extend not more than 10 feet from a building or more than 5 feet over a sidewalk, whichever is less. The minimum front yard setback is 10-feet and the existing building is setback approximately 14+ feet. While the awnings are 11'8" in depth, it appears they will only encroach 9-feet into the **required** front yard setback. Therefore, the awning complies with the encroachment provision.

2. The landscape design acknowledges the growing conditions for the climatic zone, and provisions are made for the survival and continuous maintenance. The landscape design shall include the use of local native species of trees and shrubs.

FINDINGS: The project is the installation of two awnings and does not involve the alteration of the existing landscaping.

3. The minimum lot area required to be landscaped under Section 3.040(3)(d) for commercial, mixed use, or non-residential uses shall be

located in the front and side yards and the portion of the lot adjacent to the front or street side yards and not within the foundation footprint or rear yard. Living plant material shall cover at least 50% of this required minimum landscape area. For corner lots, at least 25% of the living plant material required by this section shall face each street frontage.

This paragraph addresses only the landscape requirements of Section 3.040(3)(d). Additional living plant material may be required to meet screening requirements specified elsewhere in this Ordinance.

FINDINGS: As noted, existing landscaping will not be altered.

4. [Reserved]

5. The grading and contouring of the site, and on site drainage facilities, shall be designed so there is no adverse effect on neighboring properties or public rights-of-way.

FINDINGS: The improvement is limited to the installation of two retractable awnings. As the awnings will not encompass the entire front of the property, site drainage should not be affected.

6. The design avoids monotony and provides visual interest by giving sufficient attention to architectural details and to design elements.

FINDINGS: The awning provide a visual contrast to the existing structure without altering the building's characteristics.

7. The design adequately addresses the pedestrian nature of the commercial area and places structures in relation to sidewalks and open areas to foster human interaction.

FINDINGS: The retractable awnings will only extend into the existing courtyard space. The adjacent sidewalk and private properties are not affected by the additions. However, the awning has the benefit of increasing use of the open space in front of the building thereby improving interaction with pedestrians.

8. Lighting is non-industrial and non-invasive in character, and contributes to the village character.

FINDINGS: The request does not alter, or add to, existing lighting.

9. Compatibility. All new commercial and mixed use buildings and exterior alterations shall be designed consistent with the architectural context in which they are located. This standard is met when the Design Review

Board finds that all of the criteria in a.- c., below, are met.

- a. There is compatibility in building sizes between new and existing commercial and mixed use buildings;
- b. The size, shape and scale of the structures are architecturally compatible with the site and with the village character of the surrounding neighborhood. Particular attention will be paid to addressing the visual impact of the structures on residential uses that are adjacent or on the opposite side of the same street.
- c. All buildings and developments shall provide human scale design. The design avoids a monolithic expanse of frontages and roof lines, diminishes the massing of buildings by breaking up building sections, and/or by use of such elements as visual planes, projections, bays, dormers, second floor setbacks or changes in the roof line, and/or similar features generally shown in the following figure (see Ordinance). Changes in paint color and features that are not designed as permanent architectural elements, such as display cabinets, window boxes, retractable and similar mounted awnings or canopies, and other similar features will not independently satisfy this criterion.

FINDINGS: The improvement is limited to the installation of two retractable awnings. The character of the structure is not altered as the existing building frontage will remain unchanged.

- H. Section 4.158 includes on performance assurance, including building permit requirements and time limitations.

FINDINGS: These are administrative requirements applicable to both the City and applicant.

#### IV. RECOMMENDATION AND CONDITIONS OF APPROVAL

City staff finds the proposal complies with the applicable Design Review criteria and recommends the Planning Commission approve the application subject to the following Conditions:

- A. The applicant shall obtain a building permit to install the proposed awnings.
- B. The installation shall comply with the building permit requirements and conform to the submitted site plan. The applicant is advised that modifications to the approved plan may require a new design review and application and decision.
- C. Compliance with the conditions of approval shall be the sole responsibility of the applicant.

## V. PLANNING COMMISSION ACTION

- A. The Planning Commission has the following options:
  - 1. Approve the application, adopting findings and conditions contained in the staff report;
  - 2. Approve the application, adopting modified findings and/or conditions;
  - 3. Deny the application, establishing findings as to why the application fails to comply with the decision criteria.
- B. Staff will prepare and Order for the Chair's signature.