



**STAFF REPORT**

**TO:** Manzanita Planning Commission

**FROM:** Walt Wendolowski, Contract Planner

**SUBJECT:** Planning File – Winery at Manzanita Design Review  
May Continuation Report

**DATE:** May 10, 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.
- C. The Planning Commission heard the application at their April 12, 2021 meeting. Based on comments made at the meeting, the Commission agreed to end public testimony and continue the hearing until May 17, 2021. The applicant submitted additional information, including a new site plan and responses to the Planning Commission questions concerning the mechanical aspects of the awning. In addition, a modified plan shows the awning depth to be reduced from 11'-8" to 11-feet. Comments in this report respond to the design criteria, incorporating the additional submitted material.

## 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 which describe the submittal requirements. 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 as the application and process seek to determine whether the proposal maintains the unique characteristics of the community. The awning meets the intent of a “human scale” of development and does not appear out of character with the existing building as it allows additional seating opportunities consistent with the purpose of the structure. 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 applicable provisions.

- 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 the applicant’s 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 likely 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.

At the prior meeting, the Commission asked several questions regarding the mechanics of the awnings. The applicant submitted the following questions to the manufacturer, the manufacturer's responses are in *italics*:

- Is there an auto retraction feature? *Yes.*
- Can one set a specific time each day to auto retract? *Yes.*
- What is the maximum wind speed the canopy can endure? *Depends on many factors but these are the strongest retractable awnings, I can provide a very detailed report on engineering. The beauty of a retractable awning is that you can put them away in strong winds and protect them from damage.*
- If power goes out, can one retract the canopies manually? *Yes.*
- Can the canopies be partially retracted or extended? *Yes, there is a manual override on the motor so they can easily be cranked in or out.*
- Can it be set up on a timer through the outlet if the auto retraction through the app is not possible? *Yes, we can provide you with a MyLink by Somfy and then you just need to download the app.*
- What is it's thickness? *This fabric will come with a manufactures 10yr warranty if you go with Sunbrella or Tempotest, these are both an acrylic canvas that will be treated to prevent mildew as well as helping it to repel water.*
- Are perforated awnings that allow wind and rain to flow through an option? *No.*

It appears the above responses address the Commission's questions regarding operation. It must be noted, however, as a general comment, the mechanical nature of the awnings will effectively be screened from view, thereby meeting the intent of this review criterion.

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. *In the previous report, staff indicated the awning would not violate this encroachment provision. However, for the record, staff's original assessment was incorrect.* The structure has an approximate 3½ foot eave extending from the front of the building. Even though the awning starts about midway under the eave, the 11-foot awning depth effectively extends the structure's covering approximately 13-feet from the front of the building, exceeding the 10-foot limitation.

Therefore, the depth of the awning will need to be reduced to ensure the combination of eave with awning does not extend beyond 10-feet from the front of the building. It is estimated the awning cannot have a depth greater than 8¼ feet to comply with this requirement. If approved, the design will need to be modified to comply with this limitation.

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 yard, 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 provides a visual contrast to the existing structure without altering the building's external 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, provided the depth is reduced to comply with the previously noted provisions. Therefore, drainage will fall entirely on the subject property and not impact the adjacent sidewalk and private properties. The awning also has the benefit of increasing use of the open space seating 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, scale and design remain unchanged. The larger issue is whether the awning is compatible with the area's architectural context. Staff notes this is effectively a temporary type of improvement and will not be visible 24/7. It provides a benefit for a local business, yet does not irrevocably alter the structure's design. On balance, staff finds the improvement consistent with the intent of the design standards.

- 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. The awnings, when fully extended and in combination with the existing eaves, shall not extend more than 10-feet from the building.
- 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 a document for the Chair's signature.