



**CITY OF MILL CREEK
DESIGN REVIEW BOARD MEETING MINUTES
November 19, 2020**

Draft

DRB Members:

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

Development Services Staff:
Christi Schmidt, Senior Planner
Sherrie Ringstad, Associate Planner

Representing the Applicant:
Kara Eberle
Jim Huffman
Susan Allen
Alice Wang

I. CALL TO ORDER:

Chair Gunter called the meeting to order at 5:13 p.m.

II. ROLL CALL:

All members were present as noted above.

III. MINUTES:

A. Minutes of July 16, 2020

MOTION: Member Tiedje moved, seconded by Member Hastings, to approve the July 16, 2020 minutes as presented. The motion was approved unanimously.

V. NEW BUSINESS:

Central Market Building Elevations and Landscaping

Senior Planner Christi Schmidt stated that the project before the Design Review Board (DRB) is building elevations, colors and materials and landscaping for the Central Market exterior remodel project to enhance the market's outdoor seating area and to establish an online order fulfillment department.

Building Elevations, Colors and Materials:

Ms. Schmidt's presentation included background info, a vicinity map, a proposed site plan, existing site photos, a review of the design guidelines and proposed materials. She concluded her presentation by stating that the proposed plan meets the design guidelines and staff is recommending approval.

In response to a Board Member's question, Ms. Eberle confirmed that the intent is to have the windows open in good weather creating an indoor/outdoor space, but they will be closed when the weather is bad. Member Hastings asked whether the windows when open would create a situation where people could bump their heads. The applicant confirmed that the windows will not project far enough to be hazardous.

MOTION: Member Tiedje moved, seconded by Member Symms, to approve the building elevations, materials and colors for the Central Market Remodel Project as proposed. The motion was approved unanimously.

Landscaping:

Senior Planner Schmidt's stated that the new landscaping will be in planter boxes placed to create a buffer for the new outdoor seating area. She noted that the applicant has proposed hand watering these planters rather than irrigating. Even though irrigation is typically required, in this case, given Central Market's history of excellent property maintenance, staff is supportive of allowing the planter boxes to be hand watered. Mr. Huffman advised the Board that their intent is to purchase a 50 gallon mobile watering unit, which would eliminate the need for hoses. Ms. Schmidt concluded her presentation by stating that the proposed landscape plan meets the design guidelines and staff is recommending approval.

MOTION: Vice Chair Hambelton moved, seconded by Member Tiedje, to approve the proposed landscaping for the Central Market remodel as conditioned in the staff report. The motion was approved unanimously.

VI. ADJOURNMENT:

Chair Gunter adjourned the meeting with the consensus of the Board at 5:32 p.m.

Submitted by:

Sherrie Ringstad, Associate Planner