



**CITY OF MILL CREEK  
DESIGN REVIEW BOARD MEETING MINUTES  
January 16, 2020**

Draft

**DRB Members:**

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

Development Services Staff:  
Tom Rogers, Planning Manager  
Christi Schmidt, Senior Planner  
Sherrie Ringstad, Associate Planner

**I. CALL TO ORDER:**

Chair Gunter called the meeting to order at 5:14 p.m.

**II. ROLL CALL:**

All members were present as noted above.

**III. ELECTION OF OFFICERS:**

A. Election of Chair and Vice Chair

**MOTION:** Member Tiedje nominated, seconded by Member Symms, Members Gunter and Hambelton to continue in their present rolls. The nomination was approved unanimously.

**IV. MINUTES:**

A. Minutes of December 19, 2019

**MOTION:** Vice Chair Hambelton moved, seconded by Member Symms, to approve the December 19, 2019 minutes as presented. The motion was approved unanimously.

**V. WORK SESSION:**

The Farm at Mill Creek – Building Elevations for A1-A4, B, C and Garages E1-E4

Senior Planner Schmidt noted that the project before the Board for review is the final building elevations, colors and materials for The Farm development and includes: Buildings A1-A4, B, C, and the single-story garages. She stated that the Design Review Board has been working on this project for the last year and a half and thanked them for their hard work.

Ms. Schmidt suggested that the Board focus their attention on the two areas with proposed changes recommended, which are the west elevation of Building A1 and the south elevation of the garages (E1-E4).

Ms. Schmidt stated that the west elevation of A1 is adjacent to a walkway that is very visible and will be utilized. The Code requires modulation every 36 feet. Member Symms pointed out that this elevation had modulation every 35 feet, which should comply with the Code. This was confirmed and the Board agreed to remove Condition No. 2 pertaining to the west elevation.

Ms. Schmidt stated that Vice Chair Hambelton noted that the southern elevation of the garages do not meet the City's Code requirement for modulation. After a brief discussion, the Board agreed that the architect would be requested to add an element that would meet the City's Code requirements and have the revised elevations returned to the Board for approval.

Member Hastings stated that since the commercial buildings have awnings, she would like to see a requirement similar to the other commercial buildings regarding drainage away from the pedestrian areas. The Board concurred with this recommendation.

**MOTION: Vice Chair Hambelton moved, seconded by Member Hastings, to approve the proposed building elevations, materials and colors for The Farm at Mill Creek development as conditioned in the staff report with the following additional conditions:**

- 1. Buildings A1-A4, B and C: The design, colors and building materials shall be as portrayed on the application with the following additional conditions:**
  - a. Awnings shall have a minimum depth of 6 feet per MCMC 17.34.040.B.e.**
  - b. Mechanical/utility units located on the sides of the building are to be fully screened by enclosing the equipment in the same or complimentary building materials/colors with a solid access door or left open in accordance with the IBC (International Building Code).**

- c. **Lighting shall be shown on the revised elevations and approved administratively.**
  - d. **Awnings shall be pitched to drain away from pedestrian areas including doorways and benches.**
2. **The southern building elevations for E1-E4 shall be revised to include a vertical element that meets the façade modulation/break-up of every 36 feet of lineal building length. The vertical element shall be in a complimentary color with adjacent buildings. The revised elevations shall be submitted back to the Design Review Board for review and approval.**

**The motion was approved unanimously.**

**IV. ADJOURNMENT:**

Chair Gunter adjourned the meeting with the consensus of the Board at 5:47 p.m.

Submitted by:

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Sherrie Ringstad, Associate Planner