

DESIGN REVIEW BOARD MEETING MINUTES

Community Center
1808 Main Street
Lake Stevens, WA 98258
March 22, 2016

CALL TO ORDER: 6:00 pm by Vice-chair Hale
MEMBERS PRESENT: Jennifer Davis, Diana Hale, Kelly DuByne and Tom Matlack
MEMBERS ABSENT: Bryan Terry
STAFF PRESENT: Stacie Pratschner, Associate Planner and Casey Howell, Permit Specialist
OTHERS PRESENT: Dan Carlson and Pat McCourt, project representatives and Sally Jo Sebring, citizen

Guest Business None

Approve Minutes Board Member Matlack made the motion to approve the August 3, 2015 meeting minutes. Board Member DuByne seconded the motion. The motion passed unanimously (4-0-1).

Action Items

1. Elect Officers – Nomination for chair and vice-chair. Board Member Matlack nominates Diana Hale for Chair for term, Davis seconded the motion, and the motion carried unanimously (4-0-1). Board Member Davis nominates Kelly DuByne for vice-chair, Hale seconded the motion, and motion carried unanimously (4-0-1).

2. Trestle Station Signs – Staff provided an overview of the proposed sign package for the Trestle Station project, previously approved on May 28, 2015, highlighting staff report findings and conclusions for the sign package project. Recommended signs would be consistent with site plans.

Pat McCourt, project representative, answered several questions related to the project. The main topics of discussion included animated messaging, restricted hours for lumination, height of signage, binding site plan signage and sign material.

Sally Jo Sebring, community citizen, provided input on pedestrian access and the existing design features of the area.

City staff recommends moving forward with project subject to recommended staff findings, conclusions & conditions. Ultimately, the Board noted its approval of the project design.

Motion: Board Member Davis made the motion to approve with recommended staff findings, conclusions and conditions.

Board Member DuByne seconded the motion. The motion passed unanimously (4-0-1).

Reports

None

Adjourn

Board Member Matlack adjourned the meeting at 6:25 PM.



Diana Hale, Vice-chair



Casey Howell, Permit Specialist