

**DESIGN REVIEW BOARD MEETING MINUTES**

Community Center  
1808 Main Street  
Lake Stevens, WA 98258  
May 31, 2016

CALL TO ORDER: 6:00 pm by Chair Hale  
MEMBERS PRESENT: Bryan Terry, Diana Hale, Kelly DuByne and Tom Matlack  
MEMBERS ABSENT: Jennifer Davis  
STAFF PRESENT: Russ Wright, Planning Director, Stacie Pratschner, Senior Planner and Casey Howell, Permit Specialist  
OTHERS PRESENT: Dan Carlson, Pat McCourt and Mark Neal, Project Representatives

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**Guest Business** None

**Approve Minutes** Board Member Matlack made the motion to approve the March 22, 2016 meeting minutes. Vice-chair DuByne seconded the motion. The motion passed unanimously (4-0-1).

**Action Items**

1. **Vernon Village** – Staff provided an overview of the proposed project package for Vernon Village. This project is subject to the subarea design guidelines. Staff described findings and conclusions for the commercial project and has found that Vernon Village generally complies and meets the intent of those guidelines.

Mark Neal, project representative, provided additional information and answered several questions relating to the project. The main topics of discussion included the binding site plan, signage, ingress and egress adjustments, neighboring highway 9 safety concerns, landscape screening and vegetation, and security lighting.

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

**Motion:** Board Member Matlack made the motion to approve the proposed project subject to the recommended staff findings, conclusions and conditions, with a landscaping review in the near future.

Vice-chair DuByne seconded the motion. The motion passed unanimously (4-0-1).

**Reports**

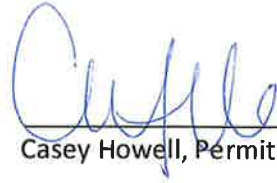
None

**Adjourn**

Chair Hale adjourned the meeting at 7:10 PM.



Diana Hale, Chair



Casey Howell, Permit Specialist