



**CITY OF MILL CREEK
DESIGN REVIEW BOARD MEETING MINUTES
March 15, 2018**

Draft

DRB Members:

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

Community Development Staff:
Sherrie Ringstad, Associate Planner

I. CALL TO ORDER:

Chair Gunter called the meeting to order at 5:30 p.m.

II. ROLL CALL:

All members were present except as noted above. Vice Chair Hambelton and Member Symms had previously notified staff of a work conflict; thus, their absence is considered excused.

III. MINUTES:

A. Minutes of January 18, 2018

MOTION: Member Tiedje moved, seconded by Member Hastings, to approve the January 18, 2018 minutes as presented. The motion was approved unanimously.

IV. NEW BUSINESS:

The Estates at Thomas Lake – Monument Sign

Associate Planner Sherrie Ringstad noted that the project before the Board was a freestanding neighborhood identification sign for the Estates at Thomas Lake subdivision. She gave the staff presentation, which included a vicinity map, a mock-up of the proposed sign, and a discussion of the dimensional requirements and consistency with the Code.

Chair Gunter opened the floor for Board questions and discussion.

Greg Buzzell, the Homeowners Association President, confirmed for the Board that the area where the sign is proposed to be located is irrigated and the HOA plans to plant seasonal annuals around the trellis.

The Board discussed the painted metal backing the sign, which is intended to make the cutouts visible, and is currently proposed to be black. Two of the members felt a darker brown color rather than the black would complement the fence color. The Board also discussed the recommended condition suggesting the applicant consider landscaping and agreed that some landscaping was essential and the recommendation should be changed to a firmer requirement.

MOTION: Member Tiedje moved, seconded by Member Hastings, to approve the monument sign for the Estates at Thomas Lake subdivision as proposed and as conditioned in the staff report, with the following additional conditions:

- **The sign backing shall be painted a darker brown color to complement the fence color.**
- **Landscaping, consisting of seasonal annuals, shall be installed at the base of the sign.**

The motion was approved unanimously.

V. ADJOURNMENT:

Chair Gunter adjourned the meeting with the consensus of the Board at 5:50 p.m.

Submitted by:

Sherrie Ringstad, Associate Planner