

DESIGN REVIEW BOARD MEETING MINUTES

Lake Stevens School District

12309 22nd ST SE

Lake Stevens, WA 98258

July 7, 2016

CALL TO ORDER: 6:00 pm by Chair Hale

MEMBERS PRESENT: Diana Hale, Kelly DuByne, Jaime Guzman, Bryan Terry

MEMBERS ABSENT: Jennifer Davis

STAFF PRESENT: Melissa Place, Senior Planner and Casey Howell, Permit Specialist

OTHERS PRESENT: Janice Huxford, Dave Warrick and James Thomas, Project Representatives

Guest Business None

Approve Minutes Board Member Terry made the motion to approve the May 31, 2016 meeting minutes. Vice-chair DuByne seconded the motion. The motion passed unanimously (4-0-1).

Action Items

1. **Snohomish Valley Roofing Redevelopment** – Staff provided an overview of the proposed project package for the project. This project is subject to the urban design guidelines. Staff described findings and conclusions for the commercial project and has found that it generally complies and meets the intent of those guidelines.

James Thomas, project representative, provided additional information and answered several questions relating to the project. The main topics of discussion included the signage, obscure landscaping, fencing and the 10-foot planter required adjacent to the Centennial Trail.

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 Terry 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.

Board Member Guzman 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