

Design Review Board

August 12, 2015

Meeting Minutes

Meeting called to order at 5:34 PM

Attendance

- Board Members Present: Chris Batten, Craig Andersen, Austin Dickey, Jacqui Halvorson, David Buescher, Colleen Gardner, Jeff Logan
- Board Members Not Present: Steven Meek
- Staff Present: Julie Neff; Planning and Development

Briefing Session:

1. Chair Report - Chris Batten
 - None
2. Staff Report - Julie Neff
 - No agenda items for August 26th meeting is cancelled
 - Currently no agenda items scheduled for September 9th. Staff will keep the board updated on any pending projects.

Motion to approve the Minutes from the **July 22, 2015** meeting made by Jacqui Halvorson Motion seconded by Colleen Gardner Motion approved unanimously

Workshop:

1. Salk Middle School Phase II-Collaborative Workshop:
 - Staff Report: Julie Neff, Planning and Development
 - Applicant Report: Gregory Forsyth; Spokane Public Schools, Melissa McFadgen, Michael Cole; NAC Architecture
 - Public Comment: None
 - Questions asked and answered

Based on review of the materials submitted by the applicant and discussions during the August 12, 2015 public workshop, the DRB recommends the approval of the project with the suggestion that the applicant consider items 1, 3 and 6 from the topics of discussion in the staff report as clarified in the following recommendations;

Neighborhood Context:

- Provide a more significant entry feature at Francis and Alberta to act as a wayfinding element.
- Use understated slate features similar to the entry features in style that emphasize pedestrian entrance to the campus. Consider using the same feature by the gates accessing Holyoke

Site Layout:

- Align the Fire Egress spears on a courtyard instead of the building.

Building Facades:

- Use a more liberal material pallet and accents on the façades of the classroom wings. To break up the mass or volume to replicate the elements of the North façade.

Workshop Motion-Craig Andersen moved to approve the motion; Motion seconded by David Buescher; Motion carries unanimously.

New Business:

1. **Discussion on template for Collaborative Workshop motion.** Follow up on previous discussion items and documents e-mailed to DRB members on Monday, August 10 (*DRAFT DRB CW Recommendation Template.doc* and *Collaborative Workshop Questions.doc*).

DRB direction was to set up the template similar to the Topics of Discussion portion of the staff report, continuous numbering regardless of heading, as follows:

Neighborhood Context.

1. **Major Topic Heading** (do not include talking points).

Site Layout.

2. **Major Topic Heading** (do not include talking points).

Building Facades.

3. **Major Topic Heading** (do not include talking points).

2. Discussion on Design Review Boards Rules of Procedure.

- DRB direction was to amend 6.4.1 to add language underlined below.

At the conclusion of a meeting or workshop where the Board has voted upon a recommendation, the Board shall authorize the chair to prepare and sign on the Board's behalf a written recommendation that shall set forth the Board's findings, conclusions and recommendations on the matter. Any dissenting Board member may prepare a dissenting recommendation individually or together with other dissenting Board members and submit it to the DRB Secretary within a week of the meeting to be put on file and forwarded to the decision making authority. The secretary shall assist in the preparation of the Board's written recommendation

Board agreed with proposed edits to 4.2 and 8.3

Meeting Adjourned at 7:30 PM

Next Design Review Board meeting is scheduled for **September 9, 2015**