

# Design Review Board - Meeting Minutes

December 12, 2018

Meeting called to order at 5:30 PM

## Attendance

- **Board Members Present:** Alex Maxwell, Anne Hanenburg, Charlene Kay, David Buescher (Vice Chair), Kathy Lang (CA Liaison), Ryan Leong, Steven Meek (Chair), Ted Teske
- **Board Members Not Present:**
- **Quorum present:** Yes
- **Staff Present:** Dean Gunderson, Senior Urban Designer; Alex Mann, Urban Designer

## Briefing Session:

1. **Chair Report:** None
2. **Secretary Report:**
  - Provided an update to the board on recruitment.
  - Reminded the board about the Plan Commission and Design Review Board Joint Committee meeting on December 17<sup>th</sup>.
  - Discussed the rules regarding quorum.

## Board Business:

3. **Approval of Minutes:**
  - Anne Hanenburg made a motion to include the recommendations and more detail for discussions as part of the meeting minutes. And to fix the typographical error of David Buescher's name. Motion seconded by Dave Buescher. Motion passed unanimously (8/0)
4. **Old Business:** None
5. **New Business:** None
6. **Changes to the Agenda:** Anne Hanenburg made a motion to include the recommendations, details regarding discussions, and a link to the meetings audio recording file in the minutes. Motion seconded by David Buescher. Motion passed unanimously. (8/0)

## Workshop:

1. **The Falls**
  - Staff report: Dean Gunderson; Neighborhood & Planning Services
  - Public Comment: None
  - Applicant Report: Michael Noda; Neo Studio
  - Questions asked and answered

**Based on review of the materials submitted by the applicant and discussion during the December 12, 2018 Recommendation Meeting the Design Review Board recommends the approval of the project subject to the following conditions:**

1. **The Board encourages the applicant to continue to work with the action approving authorities to seek design variances from City engineering standards regarding the pedestrian friendliness of the streetscape.**

*Please see Comprehensive Plan Goals: LU 2 PUBLIC REALM ENHANCEMENT, LU 2.1 Public Realm Features, TR 1.1 Transportation Priorities, DP 3 FUNCTION AND APPEARANCE, DP 5 DOWNTOWN CENTER VIABILITY, DP 5.2 Street Life, DP 6.3 Transit and Pedestrian-Oriented Development, NE 5.6 Barrier Free Environments, and Downtown Design Guidelines: A-1 Respond to the Physical Environment, B-1 Respond to the Neighborhood Context, B-3 Reinforce the Urban Form, & Architectural Attributes of the Immediate Area, C-1 Promote*

*Pedestrian Interaction, C-7 Install Pedestrian-Friendly Materials at Street Level, D-1 Provide Inviting & Usable Open Space, D-2 Enhance the Buildings with Landscaping, D-4 Provide Elements That Define the Place, D-7 Design for Personal Safety & Security, D-8 Create "Green Streets", E-1 Minimize Curb Cut Impacts, E-2 Integrate Parking Facilities, E-3 Minimize the Presence of Service Areas, E-4 Design "Green" Parking.*

**Motion to approve the Recommendation made by Anne Hanenburg, seconded by Dave Buescher. Approved unanimously (8/0)**

Meeting adjourned at 8:22 p.m.

The next regularly scheduled Design Review Board meeting scheduled for December 26, 2018 has been cancelled. The next DRB meeting is scheduled for **January 9, 2018.**