



**CITY OF MILL CREEK**  
**DESIGN REVIEW BOARD MEETING MINUTES**  
April 18, 2019

Draft

**DRB Members:**

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

Community Development Staff:  
Christi Schmidt, Senior Planner  
Sherrie Ringstad, Associate Planner

**I. CALL TO ORDER:**

Chair Gunter called the meeting to order at 5:13 p.m.

**II. ROLL CALL:**

All members were present as noted above.

**III. MINUTES:**

A. Minutes of February 21, 2019

**MOTION: Vice Chair Hambelton moved, seconded by Member Symms, to approve the February 21, 2019 minutes as presented. The motion was approved unanimously.**

**IV. NEW BUSINESS:**

Muttley Square Building Elevations, Landscaping and Monument Sign

Senior Planner Christi Schmidt noted that the project before the DRB was an animal daycare and boarding facility to be known as Muttley Square. The DRB will be reviewing the building elevations including colors and materials, the landscape plan and the monument sign. She shared a vicinity map and described the location, and noted that a majority of the two acre site is covered with wetlands. Ms. Schmidt stated that the Binding

Site Plan for the development was reviewed and approved by the Hearing Examiner at a public hearing on March 25, 2019, and the approval was final on April 8th. She shared site photos of existing conditions.

Building Elevations, Materials, and Colors

Ms. Schmidt stated that all six buildings on-site are proposed to have a consistent residential appearance with commercial grade materials. The main office will be one-story and the five boarding units, which are required to be sprinkled, will be two-stories with an upper deck. Each building will have a pavement patio at the entry. The buildings will all have a pitched gable entry with wood columns in the color of Texas Honey Brown/Cedar on each side to create a focal point at the entry with windows framing the doorway. Ms. Schmidt stated that each individual dog home will have a fenced yard.

The pet boarding cottages will have a rotating staff, day shift and night shift. Services in the cottages are dog boarding by appointment. Grooming services will also be provided at the main office as well as a small retail store of pet products.

In response to a question regarding how many animals the facility would accommodate, Sandra Martin, with Capital Architects, explained that each boarding house will have 8 – 10 dogs per house, separated by breed and temperament. The staff person taking care of them can monitor animals on both levels and separate them as needed. Staff will have access to amenities such as the kitchen, bathroom and laundry facilities.

Ms. Schmidt stated that as proposed, staff believes that the building elevations are in compliance with the design guidelines contained in the Code and is recommending approval.

In response to a question regarding the trash enclosure, Ms. Schmidt explained that it will be constructed of CMU and have a chain link gate with slats.

**MOTION: Member Tiedje moved, seconded by Member Symms, to approve the building elevations for Muttley Square as conditioned in the staff report. The motion was approved unanimously.**

Monument Sign

Ms. Schmidt stated that the Code requires monument signs to be setback 5 feet from the right-of-way, have the business name and address only, and coordinate with building colors and project landscaping. She described the proposed monument sign, noting that the sign will have the name, Stella and Floyd's Muttley Square and a logo. Ms. Schmidt stated that the Code allows a maximum sign area of 16 square feet and a maximum height of 42 inches. As proposed the sign exceeds the amount allowed by Code; thus, staff is recommending a Condition of Approval requiring the sign to be modified to meet the MCMC dimensional requirements for both maximum height and area.

The proposed sign colors coordinate with the building colors and the sign meets the 5-foot setback requirement. As conditioned staff finds the proposed sign to be in compliance with the design guidelines contained in the Code and is recommending approval.

In response to a question, Ms. Schmidt noted that the fence as shown needs to be relocated to the south outside of the roadway buffer tract.

**MOTION: Member Tiedje moved, seconded by Member Symms, to approve the monument sign for Muttley Square as conditioned in the staff report, including the condition requiring the sign to be reduced in size to meet the dimensional requirements contained in the Code. The motion was approved unanimously.**

#### Landscape Plan

Ms. Schmidt stated that the 35-foot wide roadway buffer is proposed to be planted from back of the curb with lawn, Bowhall Maple, Katsura and a shrub mix consisting of Pygmy Barberry, David's Viburnum, Dwarf Heavenly Bamboo, Red Twig Dogwood, Munstead Lavender, Silver Maiden grass, Dwarf Fountain grass and Blue Oat grass with a groundcover of Elijah Blue Fescue.

The spacing on the groundcover (Blue Fescue) is called out as 18 inches on center. To achieve the coverage required by the Code, staff is recommending a Condition of Approval requiring that spacing on the Blue Fescue be 10 inches on center.

Vice Chair Hamblen noted that in the roadway buffer to the left of the entrance, the red twig dogwood is lined up in a row. He feels it would look better and create a more natural appearance if the spacing was a random pattern.

The Board briefly discussed the pathway through the dog park. Ms. Martin confirmed that they will be using concrete pavers similar to a grasscrete for the pathway.

Ms. Schmidt noted that several different kinds of fencing are proposed including:

- Split rail with a mesh backing around the NGPA.
- Around the five boarding houses and the private dog park an approximately 72 inch high wood post fence with a wire mesh panel.
- Along the perimeter of the site, the applicant is proposing a 62 inch high wood post privacy fence with a solid metal panel with access gates that are 66 inch high. The posts are wood, but the metal mesh and panel colors are not specified on the plans for the dog house fence and perimeter fence.

The Board agreed that the color of the metal mesh and metal panel should coordinate with the proposed color palette for the buildings.

**MOTION:** Vice Chair Hambelton moved, seconded by Member Hastings, to approve the landscape plan for Muttley Square as conditioned in the staff report with the following additional conditions:

- The spacing on the Red Twig Dogwood should be a more natural pattern
- The color palette for the metal mesh and metal panel in the fence will coordinate with the building color palette.

The motion was approved unanimously.

V. **ADJOURNMENT:**

Chair Gunter adjourned the meeting with the consensus of the Board at 5:52 p.m.

Submitted by:

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Sherrie Ringstad, Associate Planner