



**CITY OF MILL CREEK  
DESIGN REVIEW BOARD MEETING MINUTES  
March 17, 2016**

Approved April 21, 2016

**Members:**

Dave Gunter, Chair  
Beverly Tiedje, Vice Chair  
D. Wayne Bisom (5:25 p.m.)  
David Hambelton  
Tina Hastings

Community Development Staff:  
Camille Chriest, Senior Planner  
Sherrie Ringstad, Planning Specialist

**I. CALL TO ORDER:**

Chair Gunter called the meeting to order at 5:16 p.m.

**II. ROLL CALL:**

All members were present as noted above.

**III. MINUTES:**

A. Minutes of February 18, 2016

**MOTION:** Vice Chair Tiedje moved, seconded by Member Hambelton, to approve the February 18, 2016 minutes as presented. The motion was approved unanimously.

**IV. NEW BUSINESS:**

PL2016-0003 Harms Estate Preliminary Plat – Landscaping

Senior Planner Camille Chriest stated that the application before the Board is proposed landscaping for a 28-lot plat known as the Harms Estate Preliminary Plat. Ms. Chriest noted that proposed landscaping includes a 50-foot roadway buffer, Tracts 997 and 999 (which are common Open Space/Park areas), Tract 998 (a wetland and tree retention tract) and the street trees. Ms. Chriest presented the staff report which included a vicinity

map, aerial photos, review of the landscape design requirements, and a description of the proposed plan. She concluded her presentation by stating that the landscaping as proposed meets the design requirement contained in the Code and staff is recommending approval.

Member Bisom expressed a concern with the proposed Birch in the roadway buffer and stated that in his opinion, Birch are best when planted in groupings of three to five rather than used as an evenly spaced street tree. He suggested that another species may be a better choice in this instance. There was some discussion regarding whether the trees in the buffer were intended to function as a street tree. The consensus was that once the County road improvements were completed and the sidewalk installed, the trees would have the appearance of a street tree; therefore, another species may be more appropriate.

Member Bisom noted that the evergreens proposed in the roadway buffer are all Western Red Cedar. He suggested that a mix of evergreens would be more attractive and bring some biodiversity. It was the consensus of the Board that a mix of evergreen species would be preferable. Member Bisom suggested 1/3 Western Red Cedar, 1/3 Serbian Spruce, and 1/3 Douglas fir.

**MOTION:** Member Hambelton moved, seconded by Member Bisom, to approve the landscaping for the Harms Estate Preliminary Plat as conditioned in the staff report with the following additional conditions:

- Change the mix of evergreen trees proposed in the roadway buffer from all Western Red Cedar to 1/3 Western Red Cedar, 1/3 Serbian Spruce, and 1/3 Douglas fir.
- In coordination with staff, change the deciduous trees proposed in the buffer from the Jacquemontii Birch to another selection of tree from the Approved Street Tree List.

**The motion was approved unanimously.**

#### Discussion Regarding North Pointe Park

Director of Parks, Facilities and Recreation Tom Gathmann noted that North Pointe Park is the last undeveloped neighborhood park in the City and stated that in 2016 staff will be working with the Parks and Recreation Advisory Board (Park Board) on a process to develop a park master plan to recommend to the City Council. He invited the Design Review Board (DRB) to meet jointly with the Park Board to brainstorm ideas for the park. The initial process will involve staff, the Park Board, interested citizens, and the DRB and it is hoped that this process will result in three to four concepts/alternatives. The City will then hire a consultant to prepare renderings of these concepts that can be used to solicit public comment. Mr. Gathmann said that staff would like to have the renderings by the time of the Mill Creek Festival July, and stated the renderings will also be used at a neighborhood meeting in the park later in the summer.

The Board expressed an interest in participating in the process. Director Gathmann said that he would forward a couple of dates in late April or early May to the DRB in order to schedule a joint meeting date that works for both groups.

Election of Officers

**MOTION: Member Hamblton nominated Dave Gunter to the position of Chair and Beverly Tiedje to the position of Vice Chair. The motion was seconded by Member Bisom. The motion was approved unanimously.**

**V. ADJOURNMENT:**

**MOTION: Chair Gunter adjourned the meeting with the consensus of the Board Members at 6:00 p.m.**

Submitted by:

  
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Sherrie Ringstad, Planning Specialist