



**CITY OF MILL CREEK  
DESIGN REVIEW BOARD MEETING MINUTES  
February 18, 2016**

Approved March 17, 2016

**Members:**

Dave Gunter, Chair  
Beverly Tiedje, Vice Chair  
D. Wayne Bisom (absent)  
David Hambelton  
Tina Hastings

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

**I. CALL TO ORDER:**

Chair Gunter called the meeting to order at 5:15 p.m.

**II. ROLL CALL:**

All members were present as noted above, except Member Bisom, whose absence shall be considered excused.

**III. MINUTES:**

A. Minutes of January 21, 2016

**MOTION: Vice Chair Tiedje moved, seconded by Member Hastings, to approve the January 21, 2016 minutes as presented. The motion was approved unanimously.**

**IV. NEW BUSINESS:**

PL2016-0001 Canyon Creek Church – Monument Sign

Senior Planner Christi Amrine stated that application before the Board is a proposed freestanding sign for Canyon Creek Church. She noted that representatives from the

church and the sign company were present to answer questions. Ms. Amrine presented the staff report which included a vicinity map, existing site photos and a description of the sign, materials and colors. Senior Planner Amrine concluded her presentation by stating that the sign as proposed meets the dimensional requirements and design guidelines outlined in the code and staff is recommending approval as conditioned in the staff report.

**MOTION: Member Hambelton moved, seconded by Vice Chair Tiedje, to approve the monument sign for Canyon Creek Church as conditioned in the staff report. The motion was approved unanimously.**

PL2016-0002 Gill Short Plat – Roadway Buffer Landscaping

Senior Planner Camille Chriest stated that application before the Board is roadway buffer landscaping for a proposed three lot short plat located at 2726 132<sup>nd</sup> Street Southeast. 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 noted that staff has made a recommendation that the Raywood ash that were proposed as a street tree be replaced with another species. Recently the Raywood ash was removed from the City's Approved Street Tree list because the City has had problems with these trees being susceptible to disease. In addition there are overhead power lines in this location. Staff is recommending another species from the Approved Street Tree list that has a mature height of no more than 20 – 25 feet. She concluded her presentation by stating that the landscaping as proposed meets the design requirement contained in the Code and staff is recommending approval.

**MOTION: Member Hambelton moved, seconded by Member Hastings, to approve the roadway buffer landscaping for Gill Short Plat as conditioned in the staff report. The motion was approved unanimously.**

**V. ADJOURNMENT:**

**MOTION: Chair Gunter adjourned the meeting with the consensus of the Board Members at 5:27 p.m. The motion was approved unanimously.**

Submitted by:

---

Sherrie Ringstad, Planning Specialist