



**CITY OF MILL CREEK  
DESIGN REVIEW BOARD MEETING MINUTES  
August 16, 2018**

Draft

**DRB Members:**

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

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

**I. CALL TO ORDER:**

Vice Chair Hambelton called the meeting to order at 5:17 p.m.

**II. ROLL CALL:**

All members were present as noted above except Chair Gunter, whose absence is excused.

**III. MINUTES:**

A. Minutes of July 19, 2018

**MOTION: Member Hastings moved, seconded by Member Symms, to approve the July 19, 2018 minutes as presented. The motion was approved unanimously.**

**IV. NEW BUSINESS:**

The Pointe Condominiums - Monument Sign

Senior Planner Amrine stated that the project before the Board is a proposed residential identification sign for The Pointe Condominiums. She reminded the Board that this project was reviewed at the July meeting and the DRB deferred a decision and asked the applicant to provide a more detailed site plan. Ms. Amrine noted that the applicant submitted a detailed site plan, to scale, with specific measurements and planting details. She noted that the location of the sign has been moved to the east side of the entry. The sign is also

slightly smaller than noted in the original proposal. The sign will meet the setback requirements and will also feature LED up-lighting. Ms. Amrine concluded her presentation and turned the meeting over to the Chair for Board discussion and questions.

The applicant answered several questions for the Board. Several Board Members complimented the applicant on the proposed sign and thanked them for providing the additional requested information.

**MOTION: Member Symms moved, seconded by Member Hastings, to approve the proposed monument sign for The Pointe Condominiums as conditioned in the staff report. The motion was approved unanimously.**

**V. ADJOURNMENT:**

**Vice Chair Hambelton adjourned the meeting with the consensus of the Board at 5:25 p.m.**

Submitted by:

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Sherrie Ringstad, Associate Planner