AGENDA

2:00 PM  Call to Order (Attendance, Agenda, Ethics)

2:05 PM  Approval of Minutes
          January 6, 2020 - Amended
          February 3, 2020

2:10 PM  PBV Fairyland (SPRA13880B-1)
          Project Manager: Annie Hillier
          Review & Recommendation Meeting
          See digital file for materials

3:10 PM  Police Court Facility (PLN51524 CUPA/SPRA)
          Project Manager: Ellen Fairleigh
          Confirm Recommendation for Planning Commission
          Transcripts will be provided

3:40 PM  My Office (PLN51683 DRB-DG)
          Project Manager: Kelly Tayara
          Design Guidance Meeting
          See digital file for materials

4:40 PM  New/Old Business
          • Board Member Issues/Concerns

4:45 PM  Adjourn
Call to Order (Attendance, Agenda, Ethics)
Review and Approval of Minutes – December 2, 2019
Net Systems Storage (PLN51660 DRB)
Discuss PCD/DRB project review steps
Discuss DRB review process for old Virginia Mason Medical
New/Old Business
Adjourn

Call to Order (Attendance, Agenda, Ethics)
Chair Joseph Dunstan called the meeting to order at 2:00 PM. Design Review Board members in attendance were Jane Rein, Michael Loverich, Todd Theil, and Laurel Wilson. Shawn Parks was absent and excused. Planning Commissioners Don Doman and John Quitslund were present. City Staff present were Planning Manager David Greetham, Senior Planner Kelly Tayara, Planner Ellen Farley, Administrative Specialist Jane Rasely and Administrative Specialist Marlene Schubert who monitored recording and prepared minutes.

The agenda was reviewed, and no conflicts were disclosed.

Review and Approval of Minutes – December 2, 2019

Motion: I move to approve.
Rein/Loverich: Passed Unanimously

Net Systems Storage (PLN51660 DRB)
Conceptual Review Meeting – Discussion Only
See attached comments from DRB

AMENDMENT (02/14/2020): no attached comments from DRB were received, note made in error – see attached emails

Discuss PCD/DRB project review steps
Joseph Dunstan, DRB Chair – Discussion Only
See attached handout

Discuss DRB review process for old Virginia Mason Medical
Joseph Dunstan, DRB Chair – Discussion Only

New/Old Business
Chair Joseph Dunstan requested a standing agenda item Member Issues/Concerns be added to each agenda for five minutes. Mr. Dunstan also requested to be notified prior to DRB meeting cancellation.

**Adjourn**
The meeting was adjourned at 4:02 PM

Approved by:

_______________________________  _________________________________
Joseph Dunstan, Chair    Marlene Schubert, Administrative Specialist
Hi Todd and Marlene, Todd, I did not really ask you to take notes for our meetings each meeting, just the one time. At the next DRB meeting I would like to establish a note taker but I have other tasks to assign, so let's wait to discuss at the next meeting. If however, you did take notes please send them to marlene and I. But don't feel obligated or bad if you didn't. hope this all makes sense.

Joe

Hi Todd,

Apparently, these notes are not needed today for me to complete my tasks. They will be needed prior to the next DRB meeting so they can be added as part of the 01/06/2020 meeting minutes approval. I apologize for the confusion.

Thank you!

Hi Todd,

Did I notice that you were taking notes during the January 6th meeting, as you had for the December 2nd meeting? If yes, I failed to ask for a copy of those notes. Is there anyway you can scan them and send them to me via email, possibly today?

I have been in training all week and would very much like to tie up the loose ends from Monday’s meeting today.

Have a great weekend!

Thank you,
Marlene Schubert
Administrative Specialist II
Planning & Community Development
206.842.3750
mschubert@bainbridgewa.gov
www.bainbridgewa.gov
This was an error on my part. At the time, I thought that one of the DRB members was taking notes, but found out later I was wrong. That is why I included the comment but then failed to remove it. I will correct this error.

Thanks,
Marlene

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This would be a question for Marlene. She attended that meeting and published the minutes. I do see where the minutes say “see attached comments from DRB” and no comments were attached.

Marlene: Do you have the comments from the DRB? If not, then that phrase should not be on the minutes. If so, the comments need to be included with the minutes and uploaded to the project files that were discussed. If you need help, or have questions, let me know.

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Planning and Community Development service hours:

- Walk-in customers: 8 a.m. - 12 p.m. Monday-Friday
- Appointments: 8 a.m. – 3 p.m. Monday-Friday

Appointments may be scheduled here: Planning and Building Submittal Appointment Calendar

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Hi Carla,
Do you know if there are any written comments for the below meeting regarding the proposed Net Systems storage building?

Thanks,

Ellen

From: dan@milesyanick.com <dan@milesyanick.com>
Sent: Thursday, February 13, 2020 4:17 PM
To: Ellen Fairleigh <efairleigh@bainbridgewa.gov>
Cc: 'Miles Yanick' <milesyanick@milesyanick.com>
Subject: PLN51660 comments?

Hi Ellen, does the DRB have any written comments regarding the proposed NET Systems storage building that we discussed at our January 6 conceptual review? The meeting minutes say “see attached comments from DRB”, but no comments are attached. I don’t see anything in the Agenda Center.
Thanks,
Dan

Dan Lazarek, Architect, NCARB, LEED AP Homes
Miles Yanick & Company
(206) 842-6516
Call to Order (Attendance, Agenda, Ethics)
Review and Approval of Minutes – January 3, 2020
261 Ericksen (PLN51561 DRB)
New/Old Business
Adjourn

Call to Order (Attendance, Agenda, Ethics)
Chair Joseph Dunstan called the meeting to order at 2:06 PM. Design Review Board members in attendance were Jane Rein, Michael Loverich, and Todd Theil. Shawn Parks was absent. Laurel Wilson was absent and excused. Planning Commissioner John Quitslund was present. City Council member Leslie Schneider was present. Joe Tovar with Tovar Planning was present. Citizens Heidi Huber and Pam Churchill were present. City Staff present were Planning Manager David Greetham, Senior Planner Kelly Tayara, and Administrative Specialist Marlene Schubert who monitored recording and prepared minutes.

The agenda was reviewed, and no conflicts were disclosed.

Review and Approval of Minutes – January 3, 2020

Motion: I move to approve.
Theil/Loverich: Passed Unanimously

PBV Manor House Expansion (PLN51616 DRB)
Conceptual Proposal Review Meeting – Discussion Only

New/Old Business
Chair Joe Dunstan provided process items to Joe Tovar to include in the upcoming retreat.

Adjourn
The meeting was adjourned at 4:02 PM

Approved by:

_______________________________  _________________________________
Joseph Dunstan, Chair    Marlene Schubert, Administrative Specialist