



Meeting Minutes

Design Review Board

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Jackson Ewing
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Thursday, May 21, 2026

5:30 PM

Hybrid - Virtual Via Zoom

Meeting Link:

https://us02web.zoom.us/webinar/register/WN_I4rh56AFRWCjA7IG6r_qkQ

1. CALL TO ORDER

Chair Sorrells called the meeting to order at 5:31 p.m.

2. ROLL CALL

Present: 8 - Chair Virginia Sorrells, Boardmember V Hoy, Boardmember Bassim Kreem, Boardmember Michael Miltimore, Boardmember Angela Rush, Boardmember Katrina Schmitt, Boardmember Regine Varughis, and James Thomas

Excused: 1 - Boardmember Abigail Twombly

3. APPROVAL OF AGENDA

The agenda was approved.

4. ANNOUNCEMENTS

New planning director, previous Planning Manager Nicole Floyd has been promoted to the role of Director of Planning. Joyce Phillips, Long Range Planning Manager is retiring at the end of this month. City is undergoing hiring process for new planning manager to oversee current and long range planning.

5. PROJECT REVIEW

5.A [26-0371](#) Case: Capital Pet Urgent Care, 26-1210

Boardmember Thomas moved, seconded by Boardmember Rush, to recommend to approve the combined design review with the following conditions:

Context Plan: Approve as proposed

**Site Plan and Landscape Plans: Approve with the following condition:
Provide the final landscaping plan at time of civil engineering showing additional landscape screening materials or planter(s) adjacent to the south wall that is over 30 feet in length for compliance with 18.110.090 and**

18.110.200.

**Building Design, including Detail Elements, Lighting, Material and Colors:
Approve as proposed.**

Additional notes: Suggestions from the Board to add additional landscaping materials along the southwest corner of the site as discussed with the applicant to soften the parking lot features.

Aye: 7 - Chair Sorrells, Boardmember Hoy, Boardmember Miltimore, Boardmember Rush, Boardmember Schmitt, Boardmember Varughis and Thomas

Excused: 1 - Boardmember Twombly

Recused: 1 - Boardmember Kreem

6. OTHER

6.A [26-0373](#) Design Review Board Chair and Co-Chair Recruitment Discussion

Election of new chair and co-chair will occur at the next meeting on June 21, 2026.

The discussion was completed.

7. ADJOURNMENT

The meeting was adjourned at 7:13 p.m.

Accommodations