



Meeting Minutes

Design Review Board

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Jackson Ewing
360.570.3776

Thursday, July 11, 2024

5:30 PM

Hybrid - Room 112 and Virtual via
Zoom

Meeting Link:

https://us02web.zoom.us/webinar/register/WN_A6mNy030QyeINsSEtGpCRA

1. CALL TO ORDER

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

2. ROLL CALL

Present: 8 - Chair Virginia Sorrells, Vice Chair Roussa Cassel, Boardmember Bassim Kreem, Boardmember Michael Miltimore, Boardmember Angela Rush, Boardmember Katrina Schmitt, Boardmember James Thomas, and Boardmember Abigail Twombly

Excused: 1 - Boardmember Ingrid Gulden

3. APPROVAL OF AGENDA

The agenda was approved.

4. ANNOUNCEMENTS

The next meeting will be held on August 8, 2024 and will include a training session.

5. PROJECT REVIEW

5.A [24-0566](#) Case: 13th and Cherry Townhomes, 532 13th Ave SE, 24-2894

The conditions for project approval are as follows:

- a. Provide details and dimensions on short term bike parking location in association with the meter stack. Connect bike parking to the sidewalk.
- b. Lighting plan, provide details on light locations and type. What is site lighting, and what is occupant controlled. Provide lumen ratings.
- c. Provide continuous veneer brick siding along cherry and 13th to eliminate vertical in-plane siding transitions.

d. Remove drive isle elevation brick strips between elevation changes.

Boardmember Thomas moved, seconded by Boardmember Kreem, to approve the detailed design review as conditioned. The motion carried by the following vote:

Aye: 8 - Chair Sorrells, Vice Chair Cassel, Boardmember Kreem, Boardmember Miltimore, Boardmember Rush, Boardmember Schmitt, Boardmember Thomas and Boardmember Twombly

Excused: 1 - Boardmember Gulden

6. OTHER

The training session for the next meeting was discussed (Planning 101).

9. ADJOURNMENT

The meeting was adjourned at 7:21 p.m.