



Meeting Minutes

Design Review Board

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Jackson Ewing
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Thursday, November 30, 2023

5:30 PM

Hybrid - Room 207 and Virtual via
Zoom

Meeting Registration Link:

https://us02web.zoom.us/webinar/register/WN_dfCVNMmXS1CGhPq1DuCZBQ

1. CALL TO ORDER

Chair Sorrels called the meeting to order at 5:30 p.m.

2. ROLL CALL

Present: 8 - Chair Virginia Sorrells, Vice Chair Roussa Cassel, Boardmember Ingrid Gulden, Boardmember Bassim Kreem, Boardmember Joseph S LaValle, Boardmember Angela Rush, Boardmember Katrina Schmitt, and Boardmember Abigail Twombly

3. APPROVAL OF AGENDA

The agenda was approved.

4. ANNOUNCEMENTS - None

5. BUSINESS ITEMS

- 5.A [23-1013](#) Case: The Harrison Avenue Building, 2309 Harrison Avenue NW, 23-3283

Board member Kreem moved, seconded by Boardmember Lavalle to recommend Concept Review approval only and bring back for detail review at a later date. The motion passed unanimously.

After deliberation Boardmember Kreem moved, seconded by Boardmember Lavalle, to remand the above recommendation and continue with Combined Design Review. The motion passed unanimously.

Boardmember Kreem moved, seconded by Boardmember Rush, to approve Combined Design Review with conditions. The motion passed unanimously.

Conditions:

Context Plan - Approved as proposed**Preliminary Site and Landscape - Conditionally Approve as follows:**

- Revise the landscaping plan that will provide appropriate plantings similar to the plantings (not trees) found on the existing landscaping plan and incorporate those plantings along the western property boundary instead of what is proposed. Provide this revised landscaping plan at time of resubmittal of the land use review documents for staff to review.

Preliminary Building Design, including detail design elements:

- Provide residential entry walkway separating drive lane from walkway on south elevation. (ex. change in material for walkway)
- Revise plans to incorporate and add residential aspects to the entry ways to the residential units with elements such as wider entryway doors, recessed doors, side lights/windows in door, or awnings. Enhance with added color.
- Add windows or balcony opening on the west and east elevations where the end units outdoor porch is located.
- Add details about window types in revised building permit.
- Add design elements to west elevation to add interest to the blank wall.
- Change first floor exterior lighting to avoid glare, be less industrial, and have more of a residential feel.

6. OTHER

Chair Sorrells discussed challenges with new city login to outlook accounts. DRB Liaison will be providing support to personal email. Chair Sorrells led discussion on ongoing DRB recruitment for two positions.

7. ADJOURNMENT

The meeting was adjourned at 7:39 p.m.