



**OLYMPIA DESIGN REVIEW BOARD  
SPECIAL MEETING  
FEBRUARY 23, 2017**

**Community Planning & Development**  
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**Meeting Date:** February 23, 2017

**Meeting Location:** Conference Room 207, Second Floor, City Hall

**Time:** 6:30 PM - 7:30 PM

**Special Meeting of the Design Review Board**

**BOARD MEMBER ATTENDEES:**

**P** = Present; **A** = Absent; **X** = Excused

<b>P</b>	THOMAS CARVER, (Architect)	<b>P</b>	JAMI HEINRICHER (Citizen at Large)	<input type="checkbox"/> CARI HORNBEIN (Senior Planner)
<b>P</b>	JANE LACLERGUE, Vice Chair (Citizen at Large)	<b>P</b>	JOSEPH LAVALLE , Chair (Citizen at Large)	<input type="checkbox"/> TIM SMITH (Principal Planner)
<b>E</b>	DUANE EDWARDS (Citizen at Large)	<b>P</b>	DAVID GOULARTE (Citizen at Large)	<input checked="" type="checkbox"/> CATHERINE MCCOY (Associate Planner)
<b>P</b>	ROBERT FINDLAY (Architect)	<b>P</b>	Marnie McGrath (Citizen at Large)	<input type="checkbox"/> NICOLE FLOYD (Senior Planner)
<b>P</b>	ANGELA RUSH (Citizen at Large)			<input type="checkbox"/> Paula Smith (Assistant Planner)

**1. Design Review Board Retreat.**

Board members tossed around a few ideas and locations for its annual retreat. Staff suggested having the retreat away from City Hall. The Harbor House, the Hands on Children's Museum, and other locations were discussed as possibilities. Marnie McGrath said she would look into the idea of hosting the retreat at the Association of Washington Cities (AWC) building, where she works, near the Capital Campus. She will explore the possibility, and let staff know if that location will work.

Several dates for the meeting were considered. Board members came to the conclusion that a Saturday morning retreat would be nice, and chose the date of March 18<sup>th</sup>, 2017.

The Board discussed topics for the retreat, such as having staff from the City explain why oral public comment was no longer taken at design meetings, and others, and eventually decided to flesh out ideas over email communications.

**2. Design Review Board Award(s) of Merit for Project Design.**

The next award will include projects that the Board reviewed in 2014, 2015 and 2016. The basic criteria for award consideration would include the following:

- Concept and Detail design have DRB's recommended approval or conditional approval
- Project has received certificate of occupancy
- Project conforms to most, if not all, of DRB's recommendations

Tom Carver offered to pull together a slide presentation of past projects for the Board to review and vote on at the retreat.