



**DESIGN COMMISSION MINUTES
May 28, 2008**

I. CALL TO ORDER

Meeting called to order by Chair Debbie Strous-Boyd. (6:10)

II. ROLL CALL

Design Commission

Debbie Strous-Boyd, Chair
Tom Kennedy
Paul Webber (Absent)
Jamie Bendon (Absent)
Stephen Boerstler
David Colbeth

City Staff Present

Heather Stinson, Planning Manager
Debbie McDonald, Design Commission Clerk

III. APPROVAL OF MINUTES

Minutes subject to review and approval were those of May 14, 2008.

Minutes were approved with no changes.

IV. OLD BUSINESS NONE

V. NEW BUSINESS

Greenwood Retail/Office Building

Mr. Frey introduced the project – 2 story office building located in the Greenwood Project at Main Street East and Old Sumner Buckley Hwy.

Mr. Frey and Mr. Thompson went over the site plan and their concerns with elevation making it difficult to follow the “Downtown Design Standards”. The site plan does not include frontage windows or doors. They explained that the street side walk will not be next to the building and will be at street level not at building level because of the elevation deviation.

Commissioners and staff are concerned with the following details:

1. Downtown Design Standards requiring Pedestrian Oriented Façade. Need windows and doors on the street frontage side of the building. (May place a door on the corner of the building.)
2. The retaining wall having landscaping that is non-deciduous.

3. Roof modulation.
4. Modulation in the façade.
5. Using lighting and awning the full length of the building.
6. Using color and material changes for the illusion of depth.
7. The pedestrian plaza needs a pedestrian entrance to the building.

Mr. Frey and Mr. Thompson offered that they might meet the requirements of the pedestrian entrance on Sumner Buckley by providing an entrance on the corner of Sumner Buckley and Main Street. They also offered that the pedestrian plaza could have a pedestrian entrance. They also thought they could address the modulation concern.

Chair Strous-Boyd would like to see the changes made and have the Greenwood Retail/Office Building placed on the agenda for the next Design Commission meeting on June 11th.

After Mr. Frey and Mr. Thompson departed the meeting, a few more Commissioner concerns came up:

1. Where will the monument sign be placed?
2. Where is the garbage dumpster?
3. Would like to see more vegetation for parking spaces that face Sumner-Buckley.
4. Have window treatments that are modulated.
5. Possibly include some sort of visual barrier of roof-top HVAC systems.

Downtown Window Treatments

Mrs. Stinson went over other ideas for window treatments and displays. She brought up the example of Jamba Juice and their painted mural window. Another idea is having only part of the window frosted or tinted and the other part display. It was agreed that windows in downtown buildings should not be frosted glass or false displays but should be designed in such a way that they could be used as retail windows at some point even if the current tenants don't want to use them that way.

Findings of Conformance

Mrs. Stinson pointed out that the BLMC requires projects subject to Design Review to have "findings of conformance" with the Community Character Element of the Comprehensive Plan. She would like to use staff reports as a base to show how new projects are meeting the design standards. This would also give a clear record on how the Design Commission reached their decision for approval.



Planning & Community Development Department

VI. FOR THE GOOD OF THE ORDER:

Staff Concerns: Mrs. Stinson announced the city held second interviews for Assistant Planner.

Commission Comments: NONE

Next Meeting: June 11, 2008

Chairperson Strous-Boyd adjourned the meeting at approximately 8:27 p.m.

Debbie McDonald, Design Commission Clerk