



DESIGN REVIEW BOARD REGULAR MEETING
MAY 6, 2024, 2:00-5:00 PM

COUNCIL CONFERENCE ROOM IN CITY HALL
280 MADISON AVENUE NORTH
BAINBRIDGE ISLAND, WA
AND

REMOTE MEETING ON ZOOM

PLEASE CLICK THE LINK BELOW TO JOIN THE WEBINAR:

<https://bainbridgewa.zoom.us/j/86311828753>

OR TELEPHONE: US: +1 253 215 8782

WEBINAR ID: 863 1182 8753

MEETING MINUTES

1. CALL TO ORDER / ROLL CALL – 2:00 PM

Chair Todd Thiel called the meeting to order at 2:00 PM. Committee Members in attendance were Bob Russell, Kari Anderson, and Elaine Liffgens. Marc Aubin was absent and excused. City Council member Jon Quitslund was present. City Staff present were Planning Manager, HB Harper, Planner Joanne Mendenhall, and Administrative Specialist Marlene Schubert who monitored recording and prepared minutes.

2. APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE

Motion: I move to approve agenda for May 6 meeting
Liffgens/Russell: Passed Unanimously

3. PUBLIC COMMENT

No public comment received

4. REGULAR BUSINESS

Approve Minutes from April 8, 2024

Motion: I move to approve minutes from April 8 meeting
Liffgens/Russell: Passed Unanimously

5. PROJECT REVIEW

5.A 257 Wood Ave ([PLN52437 DRB DG](#))
Project Manager: Joanne Mendenhall
#2 Design Guidance Review Meeting
Discussion only

5.B Fort Ward Barracks (Bldg. 16) Renovation ([PLN52769 DRB-CON](#))
Project Manager: Kelly Tayara
#1 Conceptual Proposal Review Meeting
Discussion only

6. COMPLYING WITH HB1293 ON DESIGN REVIEW PROCESS AND STANDARDS
Reviewed the proposed plan to work through the different elements of Design for Bainbridge in order to align process with HB1293 requirements.
7. OLD BUSINESS
Pre-app Conference Attendees – currently no scheduled pre-app meetings that require DRB attendance
8. NEW BUSINESS
Kari Anderson communicated that she will not be reapplying to fill Position 3 due to personal reasons.
9. ADJOURNMENT – 3:48 PM



Todd Thiel, Chair



Marlene Schubert, Administrative Specialist

Attendee Report				
Report Generated:	5/6/2024 16:24			
Topic	Webinar ID	Actual Start Time	Actual Duration (minutes)	Unique Viewers
Design Review Board Regular Meeting - 1st Monday	863 1182 8753	5/6/2024 13:52	117	4
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Host Details				
User Name (Original Name)	Email	Join Time	Leave Time	Time in Session (minutes)
Marlene Schubert	mschubert@bainbridgewa.gov	5/6/2024 13:52	5/6/2024 15:48	117
Panelist Details				
User Name (Original Name)	Email	Join Time	Leave Time	Time in Session (minutes)
Jason McLennan		5/6/2024 15:01	5/6/2024 15:23	23
Kari	kari.anderson@cobicommittee.email	5/6/2024 13:53	5/6/2024 15:48	116
Attendee Details				
User Name (Original Name)	Email	Join Time	Leave Time	Time in Session (minutes)
Sarah's iPhone		5/6/2024 14:15	5/6/2024 15:36	81
Jason McLennan		5/6/2024 14:59	5/6/2024 15:01	3
Jason McLennan		5/6/2024 15:23	5/6/2024 15:25	2
Marci Burkel		5/6/2024 14:00	5/6/2024 15:30	91
Patty Charnas	pcharnas@bainbridgewa.gov	5/6/2024 14:22	5/6/2024 15:48	86

CITY OF BAINBRIDGE ISLAND
DESIGN REVIEW BOARD – REGULAR MEETING
May 6, 2024

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Name	Affiliation	Phone & Email	
TODD THIEL	DRB		☐
BOB RUSSELL	DRB		☐
HB HARPER			☐
Jon Quitslund	Council		☐
Joanne Mendenhall	PCD		☐
ELAINE LIFFGENS	DRB		☐
Vicki Clayton		206-455-0988 vclayton43@gmail.com	☐



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Name	Affiliation	Phone & Email	
Ray Stevens		(206) 842-1757 RAY@TFLBv.1stns.ca	☐
HAIG TOWNSEND		(206) 842-8351 HaigT@RogerKatz.com	☐
GALEN CARLSON	Perkins & Will	425.273.1975 galen.carlson@perkinswill.com	☐
			☐
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