



Meeting Minutes

1. Call to Order/Roll Call

Co-Chair Elaine Liffgens called the meeting to order at 2:02 PM. Committee Members in attendance were Howard Howlett, Aidan Bird, Marc Aubin, and Greg Hunt. Todd Thiel was absent and excused. 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. Conflict of Interest Disclosure

No conflicts of interest disclosed

3. Public Comment

No public comments received

4. Regular Business

a) Approve Minutes from September 16, 2024 meeting

Motion: I move to approve minutes from September 16 meeting
Howlett/Bird: Passed Unanimously

Opal Ridge Long Subdivision ([PLN52808 DRB CON](#))

Project Manager: Joanne Mendenhall

#1 Conceptual Proposal Review Meeting

Discussion only

b) Pre-app Conference Attendees

No pre-app conferences scheduled that require DRB attendance

c) Complying with HB1293 on Design Review Process and Standards

Reviewed the proposed plan to work through the different elements of Design for Bainbridge to align process with HB1293 requirements

5. Good of the Order

No new business discussed

6. Adjourn

Co-Chair Elaine Liffgens adjourned the meeting at 3:31 PM.



Todd Thiel (for Elaine Liffgens), Board Chair



Marlene Schubert, Administrative Specialist

Attendee Report				
Report Generated:	10/8/2024 7:22			
Topic	Webinar ID	Actual Start Time	Actual Duration (minutes)	Unique Viewers
Design Review Board Regular Meeting - 1st Monday	863 1182 8753	10/7/2024 13:06	145	1
				Total Users
				4
Host Details				
User Name (Original Name)	Email	Join Time	Leave Time	Time in Session (minutes)
Marlene Schubert	mschubert@bainbridgewa.gov	10/7/2024 13:06	10/7/2024 15:31	145
Panelist Details				
User Name (Original Name)	Email	Join Time	Leave Time	Time in Session (minutes)
Adam Wheeler		10/7/2024 14:07	10/7/2024 14:53	46
Attendee Details				
User Name (Original Name)	Email	Join Time	Leave Time	Time in Session (minutes)
Adam Wheeler		10/7/2024 14:00	10/7/2024 14:07	8
Adam Wheeler		10/7/2024 14:53	10/7/2024 14:54	1



CITY OF
BAINBRIDGE ISLAND

City of Bainbridge Island
Design Review Board – Regular Meeting
October 7, 2024

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Name	Affiliation	Phone & Email	
DEVIN JOHNSON	JOHNSON SQUARED	206.842.9993	☐
		206 DEVIN@JOHNSONSQUARED.COM	☐
ELAINE LIFFGENS	DRB		☐
GREG HUNT	DRB	203 577-8265	☐
		gkhunt@marywood.edu	☐
JOHN (JACK) KARSON	JOHNSON SQUARED	(206) 842 9993	☐
		JACK@JOHNSONSQUARED.COM	☐
Jon Quistlund	Council		☐
MARC AUBIN	DRB		☐
Aidan Bird	DRB		☐

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City of Bainbridge Island
Design Review Board – Regular Meeting
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Name	Affiliation	Phone & Email	
Howard T. Howlett	DBBI	hthowlett@gmail.com	☐
Joanne Mendenhall	PCD		☐
Ray Stevenson	Applicant	Ray@JFHBuilders.com	☐
Bryce Stevenson	Applicant	Bryce@JFHBuilders.com	☐
Barb Trafton	Bainbridge Island Parks & Trails Foundation	on it	☐
HB HARPER	COBI		☐
			☐

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