



**Design Review Board Regular Meeting  
Monday, July 6, 2026**

City Hall Council Conference Room  
280 Madison Ave N  
Bainbridge Island, WA

and

Remote Meeting on Zoom  
<https://bainbridgewa.zoom.us/j/85890899111>  
or Telephone: US: +1 253 215 8782  
Webinar ID: 858 9089 9111

**Agenda**

**1. Call to Order / Roll Call**

**2. Approval of Agenda / Conflict of Interest Disclosure**

**3. Public Comment**

In person public comment is accepted at this time on any topic of public interest. Each commenter will have three minutes, or such amount as the meeting chair determines, to speak. Public comment is not taken on individual agenda items during the meeting. Public comment is simply received by the Board, with no response, and the Board cannot deliberate on items that are not on the agenda. The lack of comment is not an endorsement or a denial of the comment.

Please refer to guidelines and instructions for public comment, including orderly behavior and civility in remarks. Remote public comment is allowed with advance notice by 4:00 p.m. on the business day before the meeting by emailing [cityadmin@bainbridgewa.gov](mailto:cityadmin@bainbridgewa.gov), provided that all remote commenters shall be required to display their true name and to keep their camera turned on to show their true uncovered face while delivering their comments.

**4. Regular Business**

**4.A.** Approve Meeting Minutes – Regular Meeting 11/03/2025

**4.B.** [PLN53111 SPR Major](#) – Design Review Board Recommendation

## **5. Good of the Order**

**5.A.** New Member Appointments – Introductions

**5.B.** Updated Member Resource Materials

## **6. Adjournment**

The City of Bainbridge Island's meetings are wheelchair accessible. The City also provides auxiliary aids and services for effective communication such as assistive listening devices, closed captioning, and print materials in digital format. For other reasonable accommodations and/or modifications to programs, services, or activities, please contact the ADA Coordinator, Anshu Wahi, at [awahi@bainbridgewa.gov](mailto:awahi@bainbridgewa.gov) or 206-947-0803 as soon as possible, preferably at least two business days prior to the meeting.



**Design Review Board Regular Meeting  
Monday, November 3, 2025**

City Hall Council Conference Room  
280 Madison Ave N  
Bainbridge Island, WA

and

Remote Meeting on Zoom  
<https://bainbridgewa.zoom.us/j/84826274822>  
or Telephone: US: +1 253 215 8782  
Webinar ID: 848 2627 4822

**Meeting Minutes**

**1. Call to Order / Roll Call**

*Chair Todd Thiel called the meeting to order at 2:02 PM. Committee Members in attendance were Gregory Hunt, Marc Aubin, and Elaine Liffgens. Howard Howlett was absent. Council member Jon Quitslund was present. City Staff present were Senior Planner, Jennifer Sutton and Administrative Specialist, Megan McKenzie, who monitored recording and prepared minutes.*

**2. Approval of Agenda / Conflict of Interest Disclosure**

*ACTION: No conflicts of interest disclosed. Agenda approved unanimously with the following amendment: Defer Item 5.A to a future meeting.*

**3. Public Comment**

Please refer to [guidelines and instructions for public comment](#), including orderly behavior and civility in remarks. Remote public comment is allowed with advance notice by 4:00 p.m. on the business day before the meeting by emailing [cityadmin@bainbridgewa.gov](mailto:cityadmin@bainbridgewa.gov), provided that all remote commenters shall be required to display their true name and to keep their camera turned on to show their true uncovered face while delivering their comments.

*ACTION: No public comment received.*

**4. Regular Business**

**4.A Approve Meeting Minutes – Regular Meeting 06/02/2025**

*ACTION: Approved the June 2 Regular Meeting Minutes as presented.*

**5. Good of the Order**

**5.A Discussion RE: Potentially Revising the Sequencing and Timeline of DRB Role in the Land Use Review Process**

*ACTION: Deferred to future meeting.*

**5.B Discussion RE: Potential Projects Required to go to DRB with little to no Design Elements**

*ACTION: Discussion only.*

**5.C Distribute Design Review Board Member Resource Manual Updates**

*ACTION: Information only.*

**6. Adjournment**

*Chair Todd Theil adjourned the meeting at 2:45pm.*

The City of Bainbridge Island's meetings are wheelchair accessible. The City also provides auxiliary aids and services for effective communication such as assistive listening devices, closed captioning, and print materials in digital format. For other reasonable accommodations and/or modification to programs, services, or activities, please contact the ADA Coordinator, Anshu Wahi at [awahi@bainbridgewa.gov](mailto:awahi@bainbridgewa.gov) or 206-947-0803 as soon as possible, preferably at least two business days prior to the meeting.



CITY OF  
BAINBRIDGE ISLAND

City of Bainbridge Island  
Design Review Board – Regular Meeting  
November 3, 2025

**Please Print**

**\*\*Want to be added to Listserv?\***  
Check the box and Provide Phone **AND** Email

Name	Affiliation	Phone & Email	
GREG HEWITT	DRB		<input type="checkbox"/>
MARC AUBIN	DRB		<input type="checkbox"/>
TODD THIEL	DRB		<input type="checkbox"/>
ELAINE LIFFGENS	DRB		<input type="checkbox"/>
Jon Quitslund	Council		<input type="checkbox"/>
Jennifer Sutton	PCD Sr. Planner		<input type="checkbox"/>
			<input type="checkbox"/>

Attendee Report

Report generated time 11/4/2025 10:35

Topic	Webinar ID	Actual Start Time	Actual Duration (min)	Unique Viewers	Total Users	Max Concurrent	Enable Registration
Design Review Board Regul.	848 2627 4822	11/3/2025 13:29	76	0	1	0	No

Host Details

Attended	User Name (Origin Email)	Join Time	Leave Time	Time in Session	Is Guest	Country/Region Name
Yes	Megan McKenzie mmckenzie@bainbr	11/3/2025 13:29	11/3/2025 14:45	76	No	United States

Panelist Details

Attended	User Name (Origin Email)	Join Time	Leave Time	Time in Session	Is Guest	Country/Region Name
----------	--------------------------	-----------	------------	-----------------	----------	---------------------

Attendee Details

Attended	User Name (Origin Email)	Join Time	Leave Time	Time in Session	Is Guest	Country/Region Name
----------	--------------------------	-----------	------------	-----------------	----------	---------------------