



**MINUTES  
DESIGN REVIEW BOARD  
September 20, 2016**

Bob Dalton called the meeting to order at 6:00 PM.

**ATTENDANCE**

Members Present: Bob Dalton, Kari Gunderson, Janet Ploof, Cathy Rooks  
Staff Present: Brigid Reynolds

**1. Minutes**

APPROVED Minutes of July 19, 2016

**2. Applications**

**a. Sign – 120A 2<sup>nd</sup> Street, DRB 16-008**

The DRB reviewed the staff report and the submission for two wall mounted signs and one parking sign for the Beauty Lounge.

Kari Gunderson and Janet Ploof moved and seconded the motion to recommend approval as presented. All in favor.

**b. Sign – 526 Camano Avenue, DRB 16-009**

The DRB reviewed the staff report and submission for the free standing sign for the Langley Motel. Tim Leanord and Lori Ferraro were there to speak to the application. The DRB asked clarifying questions regarding sign location relative to the sidewalk, light intensity, and height. The proposed color for the neon tubing for the 'Langley' portion of the sign is white however staff recommends it be a less bright color but the applicant has not yet determined an alternative color.

Cathy Rooks and Janet Ploof moved and seconded the motion to recommend approval subject to the following conditions:

- i) The color of the 'Langley' portion of the sign be reviewed by DRB prior to final selection
- ii) The star be located such that it meets the height requirements
- iii) Obtain a building permit

All in favor.

c. **Exterior Modifications to an existing building, (117 Anthes Avenue), DRB 16-010**

The DRB reviewed the staff report and submission for the proposed renovations to house a Whidbey Telecom museum, sales office and co-work space. Eric Richmond and George Henney were there to speak to the application. The DRB asked clarifying questions regarding the general improvements, building color, awning, landscaping, signage and if the 3<sup>rd</sup> party sign in the right of way ROW could be incorporated into a larger way finding program. Staff stated that the City has applied for funds from the Regional Economic Development Fund to undertake a way finding program. A decision on the grant is pending.

Kari Gunderson and Cathy Rooks moved and seconded the motion to recommend approval as presented. All in favor.

**3. Other Business**

The DRB and staff briefly discussed that email exchanges where substantive issues are discussed back and forth are determined to be 'meetings' and can therefore be a violation of the Open Meeting Act. Future email exchanges will not deal with substantive issues.

Meeting adjourned at 6:30 pm

The next Design Review Board meeting is scheduled for October 18, 2016 at 6:00 pm.