

**DRAFT MINUTES**  
**City of Gig Harbor Design Review Board**  
**Meeting of October 26, 2023**  
**Civic Center, 3510 Grandview Street**  
**5:30 PM**

I. **Call to order: 5:32 pm**

II. **Roll call:** Darrin Filand, Brianne Blackburn, Kristine Isberg, Dean Wilder  
**Excused absence:** Jon Ashlock

**Staff Present:** Roxanne Robles and Cindy Andrews

III. **Approval of Minutes: April 27, 2023**

**MOTION:** Move to approve the minutes of April 27, 2023, as written  
Blackburn / Filand – All in favor - Motion carried.

IV. **Agenda Items for Formal Review.** Review will be conducted in the following  
order for each item.

- a. Announcement of Application
- b. Open Public Meeting Announcement
- c. Appearance of Fairness Issues
- d. Staff Report
- f. Applicant Introduction and Presentation
- h. Public Comment (See Assistance Memo)
- i. Discussion and Voting

**City Clerk Josh Stecker** provided an update to the board members as to the  
status of the meetings, virtual / in person or potentially daytime meetings.

Mr. Filand – prefers in person.

Ms. Blackburn – prefers in person – hybrid only if it is a matter of  
quorum. Ms. Blackburn would not be available for daytime meetings.

1. **SOUNDVIEW DR., LLC, 5246 OLYMPIC DR., GIG HARBOR, WA 98335:**  
**Soundview Vacation Rental Fence Design (PL-DR-23-0044).** The  
applicant is requesting a Pre-Application Conference before the Design  
Review Board to review GHMC Chapter 17.99.340 Fences as the standards  
relate to a newly constructed fence along the boundary of the subject site.  
The site is located at 7718 Soundview Dr | Parcel no. 2115000030.

**Staff Presentation:** Roxanne Robles provided staffs summary.

**Applicant Presentation:** Brad Bailey, property owner. Mr. Bailey provided some background information and discussed their intent for installing the fence. Mr. Bailey provided their argument for keeping the fence, stating that vinyl was a better choice for maintenance, also discussing some solutions as to how to mitigate the sheen and diminish the overall appearance of the height and length with plantings.

**DRB members** discussed the concern of the height, length and the sheen of the fence.

Mr. Filand Summarized the DRB members discussion by stating that the DRB would support the applicant working with the director to mitigate the fence, possible with landscaping. The DRB does not recommend removing and replacing the fence.

V. **Upcoming Meetings** November 9<sup>th</sup>, 2023

VI. **Adjourn**

Move to adjourn at Filand / Blackburn – all in favor – Motion carried at 6:38 pm

*Public comment is taken during the formal review portion of the agenda, specific to the application being considered. As a recommending body for project permits, the DRB acts in a quasi-judicial manner and, therefore, does not take general public comment.*