



DRAFT MINUTES
City of Gig Harbor Design Review Board
Virtual Meeting of April 27, 2023, at 5:00 pm

This meeting may be accessed through Zoom at <https://us06web.zoom.us/j/89568206345> or by calling (253) 215- 8782 and entering Meeting ID 895 6820 6345. Please see the Public Comment & Decorum section at the end of this agenda for information on options to make public comment.

This meeting may also be viewed live in the Community Rooms at the Civic Center. All participants will be engaging in the meeting via Zoom.

I. Call to Order: 5: 15 pm

- II. Roll call:** Darrin Filand, Marlene Druker, Brianne Blackburn, Jon Aslock, Guy Hoppen and Amy Wheeler (via Zoom)
Absent: Larry Bradbury
Staff: Carl de Simas, Community Development Director, Roxanne Robles, Senior Planner and Cindy Andrews, Planning Technician.

III. Approval of Minutes: [February 9, 2023](#)

MOTION: Move to approve the minutes of February 9, 2023, as written. Filand / Wheeler. All in favor – Motion carried.

IV. Agenda Items for Formal Review

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

- V. YMCA OF TACOMA-PIERCE COUNTY, 4717 19TH STREET, SUITE 201, TACOMA, WA 98405: Gig Harbor Sports Complex 1B (PL-DR-23-0001)** The project proposal includes improvements to parcel APN 4002470012 immediately north of the YMCA. The project will develop several park-related elements including a three bocce ball courts, six pickleball courts, a playground suited for children ages two through twelve, an event lawn and covered stage, two picnic shelters and a restroom and concessions building. The proposal also includes utility services, a watermain extension

from Harbor Hill Drive to McCormick Creek Drive, parking, and pedestrian paths connecting to a recently installed crossing of Harbor Hill Drive.

A design exception from the Design Review Board (DRB) is requested for the use of chain link fencing, 8 feet in height, within the setback along Harbor Hill Drive, a defined parkway. The fence also requires deviation from general fence requirements. A tall chain link fence is proposed for the safety of park users, pedestrians, and motorists on Harbor Hill Drive. The site is located at XXX Harbor Hill Dr., site is located on the west side of Harbor Hill Drive, approximately 1,200 feet north of the roundabout intersection with Sentinel Drive. Parcel #4002470012 | Sec 31, Tw 22, R 02, Qtr 24

Staff Presentation: Staff presentation provided by Roxanne Robles, Senior Planner.

Applicant Presentation: Aaron Hulst, City Engineer introduced the applicant team; Dean Zavack, Senior Engineer, City of Gig Harbor; Andrew Cirillo, Erick Streeby, and Kent McLaren of BCRA. Mr. McLaren provided the applicants presentation:

MOTION: The Design Review board moves to accept staff's findings for the requested design exception to GHMC 17.99.140B and GHMC 17.99.340 which excludes chain link fencing within the setback adjacent to a defined parkway, with the exception that that the last section of fencing that aligns with Harbor Hill Dr., be removed. The Design Review Board recommends that the Director approve the requested design exception to allow black vinyl-coated chain link fencing within the setback adjacent to Harbor Hill Drive a defined Parkway. Ashlock / Drucker: All in favor – Motion carried.

- VI. **HISTORIC PRESERVATION DISCUSSION:** Carl de Simas discussed the creating of the Historic Preservation Board and its role and process.
- VII. **STAFF DISCUSSION:** Carl de Simas – Mr. de Simas discussed with the board members the change in the meeting time from the current meeting time of 5:00 pm to all future meetings to begin at 5:30 pm.
- VIII. **Upcoming Meetings:** No new meetings scheduled at this time.
- IX. **Adjourn at 6:15 pm:**

MOTION: Move to adjourn at 6:15 pm. Filand / Blackburn. All in favor – Motion carried.

[ZOOM RECORDING](#)

PUBLIC COMMENT & DECORUM

Commenters will be allotted 3 minutes per individual, unless revised by the Chair. In-person comments shall be made from the microphone, first giving the speaker's name and address. When there are 30 seconds remaining, staff will alert you to summarize your comments. At the end of your comments, staff will notify you it has come to the end of your comment period. Anyone making "out of order" comments may be subject to removal from the meeting.

Public comment may be made remotely via Zoom or by phone during designated portions of the meeting. To speak during the meeting, press the Raise Hand button near the bottom of your Zoom window or press *9 on your phone. Please refrain from raising your hand until the Chair has announced that the Design Review Board has opened the public comment portion of the meeting. Your name or the last three digits of your phone number will be called out when it is your turn to speak. When using your phone to call in, you may need to press *6 to unmute yourself. All speakers will have up to three minutes to speak.

All remarks shall be addressed to the Design Review Board as a body and not to any specific Member. All speakers shall be courteous in their language and deportment and shall not engage in or discuss or comment on personalities or indulge in derogatory remarks or insinuations with regard to any Design Review Board, the Chair, or any member of the staff or the public.

There will be no demonstrations during or at the conclusion of any public comment. These guidelines are intended to promote an orderly system of holding a public meeting, to give every person an opportunity to be heard and to ensure that no individuals are embarrassed by voicing their opinions.

AMERICANS WITH DISABILITIES (ADA) ACCOMMODATIONS ADA accommodations can be provided upon request. Those requiring special accommodations should contact the City Clerk at cityclerk@giharborwa.gov or (253) 853-7613 at least 24 hours prior to the meeting.