



DESIGN REVIEW COMMITTEE MEETING MINUTES - FINAL

Tuesday, February 28, 2017, 4:00 PM

City Hall, 616 NE 4th Avenue

I. CALL TO ORDER

The public meeting was called to order at 4:00 p.m.

II. INTRODUCTIONS / ROLL CALL

Present: Melissa Smith, Whitney Henion, Kathy Mann, Dawn Redmond, Jim Short and Casey Wyckoff

Excused: Kevin Breuner

Staff Present: Phil Bourquin, Jan Coppola, Sarah Fox, Lauren Hollenbeck and Robert Maul

III. MEETING ITEMS

A. Summary of Design Review Process

Details: The Design Review Committee reviews specific development proposals for compliance with the City's adopted principles and guidelines. Reviews are typically required for new commercial buildings, mixed use and multi-family developments and addresses design elements such as building materials, orientation, landscaping, massing and compatibility with surrounding areas.

Presenter: Phil Bourquin, Community Development Director

 [Design Review Manual](#)
[Downtown Design Manual](#)

Phil Bourquin expanded upon the purpose and process for Design Review.

B. Elm Street Short Plat (DR16-08)

Details: The applicant has proposed to construct a multi-family residential tri-plex building in the Multi-Family (MF-18) zoning district. The Design Review Committee (DRC) has provided a recommendation to staff that includes consideration of the general design review standards of the Camas Municipal Code (CMC) Chapter 18.19 Design Review and the Camas Design Review Manual (DRM).

Presenter: Lauren Hollenbeck, Senior Planner

 [Staff Report Elm Street Short Plat \(DR16-08\)](#)

[Exhibit 1 Design Review Checklist](#)

[Exhibit 2 Applicant's Narrative](#)

[Exhibit 3 Site Plan](#)

[Exhibit 4 Landscape Plan](#)

[Exhibit 5 Elevation and floor plan](#)

[Exhibit 6 Materials Board](#)

Karl Lemire and Sam Duguay, Applicants, gave an overview of the proposal and submitted the materials board into the record. Mr. Lemire and Mr. Duguay responded to inquiries from the Committee Members.

Staff and the Committee Members reviewed and thoroughly discussed the Design Review Checklist.

It was moved by Committee Member Smith, seconded by Committee Member Henion to forward a recommendation of approval to the Director that the design review application for the Elm Street Short Plat (DR16-08) was generally consistent with the principles of Design Review The motion carried with Committee Member Wyckoff voting no.

The meeting went into recess for an estimated 5 minutes at 4:58 p.m. The meeting reconvened at 5:05 p.m.

C. Design Review for Camas School District Project Based Learning (PBL) High School (DR 17-01)

Details: The Camas School District proposes to build a new 89,000 square foot building to house the new PBL High School located at the new campus next to Sharp Electronics. The Design Review Committee reviewed the proposal for compliance with the City's adopted design principles and provided a recommendation to staff.

Presenter: Robert Maul, Planning Manager

 [Staff Report for Camas School District PBL High School \(DR17-01\)](#)

[Exhibit 1 - Applicant's Narrative](#)

[Exhibit 2 - Design Review Package](#)

[Exhibit 3 - Design Review Lighting Cutsheets](#)

[Exhibit 4 - Drawing](#)

[Exhibit 5 - Design Review Checklist](#)

[Exhibit 6 - Presentation by Camas School District](#)

Levi Patterson, DLR Architects and Chuck Stiller, CSD Project Manager gave a presentation that highlighted key design elements of the proposed project based learning high school and responded to inquiries from the Committee Members.


Staff and the Committee Members reviewed and thoroughly discussed the Design

Review Checklist.

It was moved by Committee Member Wyckoff, seconded by Committee Member Smith to forward a recommendation of approval to the Director that the design review application for the Camas School District Project Based Learning High School (DR17-01) was generally consistent with the principles of Design Review. The motion carried unanimously.

- D. Design Review for Camas School District Lacamas Heights Elementary School (City File Numbers CUP16-02 and DR16-09)

Details: The Camas School District has proposed to build a new two-story school at 1111 NE 232nd Avenue (Tax Parcel 175724-000), to replace the existing Lacamas Heights Elementary School at 4600 Garfield Street. The new building will be 73,500 square feet and will include a gymnasium, commons, administration offices, classrooms, and play fields for approximately 700 students. The Design Review Committee reviewed the proposal for compliance with the City's adopted design principles and provided a recommendation to staff.
Presenter: Sarah Fox, Senior Planner

 [Staff Report for Lacamas Heights Elementary School \(DR16-09\)](#)
[Exhibit 1 - Design Review Narrative](#)
[Exhibit 2 - Front Elevation Rendering](#)
[Exhibit 3 - Front Elevation Scaled Drawing](#)
[Exhibit 4 - Lacamas Elementary Site Plans](#)
[Exhibit 5 - Materials Board](#)
[Exhibit 6 - DR16-09 Checklist for Lacamas Heights](#)
[Exhibit 7 - Presentation by Camas School District](#)

Abby Dacey, Mahlum Architects and Johnathan Beaver, 2Ink Studios gave a presentation that highlighted key design elements of the proposed Lacamas Heights Elementary School and responded to inquiries from the Committee Members.

Staff and the Committee Members reviewed and thoroughly discussed the Design Review Checklist.

It was moved by Committee Member Smith, seconded by Committee Member Redmond to forward a recommendation of approval to the Director that the design review application for the Camas School District Lacamas Heights Elementary School (DR16-09) was generally consistent with the principles of Design Review. The motion carried unanimously.


The meeting went into recess for an estimated 5 minutes at 6:19 p.m. The meeting reconvened at 6:24 p.m.

- E. Design Review for Leadbetter Road Pump Station (City File Numbers DR16-13

and CUP16-01)

Details: The pump station is one of three new pump stations planned within the North Shore Sewer Transmission System. The Leadbetter Road Pump Station will be located in a tract of a future residential subdivision and will be subject to Conditional Use Permit along with Design Review approval. The site will be landscaped and fenced and include a 250 square foot structure. The Design Review Committee reviewed the proposal for compliance with the City's adopted design principles and provided a recommendation to staff.

Presenter: Sarah Fox, Senior Planner

-  [Staff Report for Leadbetter Road Pump Station \(DR16-13\)](#)
- [Exhibit 1 - Pump Station Narrative](#)
- [Exhibit 2 - Pump Station Drawings](#)
- [Exhibit 3 - Leadbetter Elevation Rendering](#)
- [Exhibit 4 - Design Review Checklist for Pump Station](#)

Sam Adams, City of Camas Utilities Manager gave an overview of the design elements for the Leadbetter Road Pump Station and responded to inquiries from the Committee Members.

Staff and the Committee Members reviewed and thoroughly discussed the Design Review Checklist.

It was moved by Committee Member Wyckoff, seconded by Committee Member Smith to forward a recommendation of approval to the Director that the design review application for the Leadbetter Road Pump Station (DR16-13) was generally consistent with the principles of Design Review. The motion carried unanimously.

IV. ADJOURNMENT

At the conclusion of the Design Review Meeting, staff and the Committee Members began developing ideas to improve upon the City's process for design review. A follow-up meeting will be scheduled in the near future.

The public meeting adjourned at 6:45 p.m.

NOTE: The City of Camas welcomes and encourages the participation of all of its citizens in the public meeting process. A special effort will be made to ensure that persons with special needs have opportunities to participate. For more information, please call (360) 817-1591.