



**DRAFT MINUTES**  
**City of Gig Harbor Design Review Board**  
**Virtual Meeting of February 9, 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: 5:00 pm**
  
- II. Roll call: Darrin Filand, Jon Ashlock, Brianne Blackburn, Larry Bradbury. Guy Hoppen arrived at 5:35 pm.**  
  
**Staff: Jeremy Hammar and Cindy Andrews**
  
- III. Approval of Minutes: [December 08, 2022](#) / [January 26, 2023](#)**
  - a. **MOTION:** Move to approve the minutes of December 8, 2022 as written. Filand / Ashlock. All in favor – Motion carried.
  
  - b. **MOTION:** Move to approve the minutes of January 26, 2023 as written. Ashlock / Blackburn. 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

**Jocelyn V. Devita, 10226 Sentinel Loop, Gig Harbor, WA 98332: DEVITA SINGLE-FAMILY RESIDENCE: (PL-DR-20-0042). Continuation from January 26, 2023.** The applicant is proposing the construction of a 2,834 square foot single-family residential home. The applicant is requesting a design review exception per Gig Harbor Municipal Code 17.98.060 requesting relief from the following specific requirements of the Design Manual; Gig Harbor Municipal Code (GHMC) 17.99.240(C) Maintain Natural Topography, and GHMC 17.99.370(A) Respect Natural Topography. The site is located at 3824 Harborview Dr. south of the Harborview and Stinson Round-a-bout. Parcel – 2360000010

Staff Presentation: Associate Planner Jeremy Hammar provided staff’s presentation.

Applicant Presentation: Dave Freeman, Architect, Snodgrass Freeman Associates provided the applicant’s presentation.

Public Comment: Ana Alvernaz – 8405 Bayridge Ave, G.H. Ms. Alvernaz discussed her concerns with the height of the trees that are proposed and the potential to block views.

**MOTION:** Move to approve staff’s findings and related summary as related to Article IV Architecture, that the analysis is consistent with the criteria set in the Design Manual and that the standards have been met for a Design Exception. Filand / Bradburry. All in Favor – Motion carried.

**MOTION:** Move to approve with conditions that the development of the parcel has been designed in a manner that is consistent with the character of the area and that the proposed Design Exception is found to be consistent with the intent of the general scope with the conditions that the upper pile wall utilize cascading landscaping on the upper portion of the wall to help mitigate the height of the wall as well as the Arborvitae plants with a size smaller than 6 ft initially at the base of the wall to help screen the wall. Filand / Ashlock.

**AMENDMENT:** The DRB recommends that the applicant space the Arborvitae plants at a density that will block the pile wall and that the plant spacing be based on the recommendations of a Landscape Architect. Filand / Ashlock. 4-5 – Hoppen apposed – Motion carried.

**V. Upcoming Meetings:** February 23, 2023 - Cancelled

**VI. Adjourn at 5:55 pm**

Motion: Move to adjourn at 5:55 pm. Filand / Blackburn. All in favor – Motion carried.

## 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@gigharborwa.gov](mailto:cityclerk@gigharborwa.gov) or (253) 853-7613 at least 24 hours prior to the meeting.