



Design Review Board Regular Meeting
Monday, April 21, 2025 2:00 PM
Council Conference Room, City Hall
280 Madison Ave N
Bainbridge Island, WA 98110

Meeting Minutes - Amended

1. Call to Order/Roll Call

Chair Todd Thiel called the meeting to order at 2:00 PM. Committee Members in attendance were Elaine Liffgens and Greg Hunt. Marc Aubin and Howard Howlett were absent and excused. Council member Jon Quitslund was present. City Staff present were Planning Manager HB Harper, Associate Planner Joanne Mendenhall, and Administrative Specialist Marlene Schubert who monitored recording and prepared minutes.

2. Conflict of Interest Disclosure

No conflicts of interest disclosed

3. Public Comment - Amended

Public Comment was received from Barb Trafton related to a trail opportunity in the NE Brooklyn Short Plat project

Review Zoom webinar video for details

4. Regular Business

a) Approve Minutes from March 17, 2025 meeting

Motion: I move to approve minutes from March 17 meeting

Hunt/Liffgens: Passed Unanimously

b) NE Brooklyn Short Plat ([PLN52965 DRB CON](#))

Project Manager: Joanne Mendenhall

#1 Conceptual Proposal Review Meeting

Discussion only

c) Pre-app Conference Attendees

No pre-app conferences scheduled that require DRB attendance

d) Complying with HB1293 on Design Review Process and Standards

Continued board discussion of House Bill 1293 process changes

- DRAFT Design for Bainbridge Worksheet

Discussion Only

5. Good of the Order

- Volunteer Appreciation Event: May 7 – Bainbridge Island Rowing Center 6:00-8:00 pm

- Design Review Board members group photo
- No additional new business was discussed

6. Adjourn

Chair Todd Thiel adjourned the meeting at 3:40 PM.



Todd Thiel, Board Chair



Marlene Schubert, Administrative Specialist



CITY OF
BAINBRIDGE ISLAND

City of Bainbridge Island
Design Review Board – Regular Meeting
April 21, 2025

Please Print

****Want to be added to Listserv?****

Check the box and Provide Phone **AND** Email

| Name | Affiliation | Phone & Email | |
|-------------------|-----------------------------|--|--------------------------|
| GREG HUNT | DRB | | <input type="checkbox"/> |
| BLAINE LIFFGELS | DRB | | <input type="checkbox"/> |
| TODD THEL | DRB. | | <input type="checkbox"/> |
| Barb Trifan | BI Park & Trails Foundation | barb@biparksfoundation.org 206.842.4971 | <input type="checkbox"/> |
| Jon Quitelun | Coowner | | <input type="checkbox"/> |
| Malcolm Griffin | BF Homes Inc | | <input type="checkbox"/> |
| Joanne Mendenhall | PCD | | <input type="checkbox"/> |

| | | | | |
|--|----------------------------|-------------------|---------------------------|---------------------------|
| Attendee Report | | | | |
| Report generated time | 5/1/2025 9:00 | | | |
| Topic | Webinar ID | Actual Start Time | Actual Duration (minutes) | Unique Viewers |
| Design Review Board Regular Meeting - 3rd Monday | 810 5621 1418 | 4/21/2025 13:11 | 119 | 2 |
| | | | Total Users | Max Concurrent Views |
| | | | 3 | 2 |
| Host Details | | | | |
| User Name (Original Name) | Email | Join Time | Leave Time | Time in Session (minutes) |
| Marlene Schubert | mschubert@bainbridgewa.gov | 4/21/2025 13:11 | 4/21/2025 15:09 | 119 |
| Panelist Details | | | | |
| User Name (Original Name) | Email | Join Time | Leave Time | Time in Session (minutes) |
| Attendee Details | | | | |
| User Name (Original Name) | Email | Join Time | Leave Time | Time in Session (minutes) |
| jason1969galbreathgmail.com | | 4/21/2025 14:01 | 4/21/2025 14:41 | 41 |
| Brian Brightbill | | 4/21/2025 13:59 | 4/21/2025 14:48 | 49 |