



# Design Review Board Agenda

Wednesday, August 28, 2024, at 3:00 PM  
City Hall Council Chambers  
700 Highway 2, Leavenworth, WA

Meeting hosted at City Hall with option to join via zoom by:

(1) connecting via the Zoom app: Meeting ID: 992 6083 0888 Passcode: 001122

(2) using the web link: <https://zoom.us/j/99260830888?pwd=dFhGcGZpWVFCT3pDNm9aaU1EbDFqQT09>

(3) calling: 1-253-215-8782. Alternative call-in phone numbers: <https://us02web.zoom.us/j/99260830888>

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**The Design Review Board** is a quasi-judicial board responsible for reviewing the exterior elements and overall design of projects located within commercially zoned areas of the City and its UGA for consistency with the Old World Bavarian Alpine theme, outlined in Chapter 14.08 Leavenworth Municipal Code (LMC). Some projects can be reviewed and approved administratively and do not come to the Board for review. No building or structure, walkway, plaza, lighting or other miscellaneous items can be placed, constructed, changed, altered, added to without first obtaining design review board approval and a permit.

**Meeting Etiquette:**

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|--|---|
| 1. Have one discussion at a time and limit distractions. | 3. Be respectful of each other; by assuming good intentions and acknowledging it is ok to disagree. |
| 2. Seek to understand before being understood.           | 4. Focus on constructive problem solving.   |
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## Agenda

**1. Call Meeting to Order, 3:00 pm**

**2. Roll Call:** Chair: Todd Smith (position #2, expires June 2023), Oliver Brulotte (#1, June 2024), Gary Day (#3, January 2026), Erika Szuster (# 4, December 2025), Kevin Rieke (#5, June 2024), Mary Kornienko Morse (#6 – alternate, January 2023)

**3. Administrative Announcements** (explanation of public hearing procedures and appearance of fairness)

**4. Public Hearing on Permit Applications**

**a. Lighting Permit #DRB2024-028**

Owner: Willkommen LLC

Location: 200 Zelt Strasse, Leavenworth

Description: Parking lot lighting for the Springs

**5. Adjournment**

*All Design Review Board meetings are open to the public*