



Design Review Board Agenda

Wednesday August 26, 2026, 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: Webinar ID: 916 3335 2927 Passcode: 001122
- (2) using the web link: <https://zoom.us/j/91633352927?pwd=R0RMcFdIUENicW9DMWdEMURGZ3hSUT09>
- (3) calling: 1-253-215-8782. Alternative call-in phone numbers: <https://us02web.zoom.us/j/91633352927?pwd=R0RMcFdIUENicW9DMWdEMURGZ3hSUT09>

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, and added to without first obtaining design review board approval and a permit.

Meeting Etiquette:

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

Agenda

1. Call Meeting to Order, 3:00 pm

2. Roll Call: Chair: Todd Smith (position #2, expires June 2027), Oliver Brulotte (#1, June 2028), Robin John (#3, December 2026), Erika Szuster (#4, December 2029), Kevin Rieke (#5, April 2026), Mary Kornienko Morse (#6 – alternate, January 2027)

3. Review and approval of Minutes – (sent separately)

4. Public Hearing on Permit Applications

- a. **DRB2026-029 Ouzel Kitchen**
Building Owner: Wedge Way LLC
Location: 122 Zelt Strasse
Description: Projecting Sign
- b. **DRB2026-030 City of Leavenworth; Parking Division**
Building Owner: City of Leavenworth
Location: 1451 US Hwy 2
Description: Wall Sign, Projecting Sign, Awning, Window Trim

5. Consultation

- a. **Leavenworth Pizza Company**
Building Owner: Snow Lakes LLC
Location: 894 US Hwy 2
Description: December Holiday décor and host booth

6. Other Items Not on the Agenda

7. Staff Updates

8. Adjournment

All Design Review Board meetings are open to the public