Design Review Board Agenda

Tuesday November 10, 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=R0RMcFdlUENIcW9DMWdEMURGZ3hSUT09
(3) calling: 1-253-215-8782. Alternative call-in phone numbers: https://us02web.zoom.us/u/kOFTNV2hD

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. **DRB2026-041** **Crepe Café Sisters**
   Building Owner: Olson Pete ETAL
   Location: 220 9th Street
   Description: Projecting Sign

5. **Other Items not on the Agenda**
   Continuation of review of Leavenworth Municipal Code, Title 14, Chapters 14.08, 14.09, and 14.10

6. **Staff Updates**
   Potential meeting on November 24, 2026 or cancel meeting for the week due to Thanksgiving holiday?
   Dependent on:
   - Hearings/consultations pending
   - Continuation of Title 14 review

7. **Adjournment**