



**MINUTES OF THE DESIGN REVIEW COMMITTEE  
November 20, 2023**

Committee Members present:  
Brown, O’Neill, Otto and Peters  
Absent: Baracco  
Staff present: Tom Dubois, Erin Ventura and Karen Darrow

- 1. CALL TO ORDER AND ESTABLISH A QUORUM FOR THE SPECIAL MEETING-3:00 P.M**  
Chairperson Peters called the meeting to order.

- 2. PLEDGE OF ALLEGIANCE TO THE FLAG**  
Chairperson Peters led the pledge.

- 3. PUBLIC FORUM- None.**

- 4. CONSENT AGENDA** – *Items listed on the consent agenda are considered routine and may be enacted in one motion. Any item may be removed for discussion at the request of the Committee or the Public.*

A. Approval of Design Review Committee Minutes of October 10, 2023.

**M/S Otto/O’Neill to Approve the Design Review Committee Minutes of October 10, 2023, as presented.**

**AYES:** Brown, O’Neill, Otto and Peters  
**NOES:** None  
**ABSTAIN:** None  
**ABSENT:** Baracco  
**MOTION CARRIED**

- 5. DESIGN CLEARANCE APPLICATIONS**

A. 5 Main Street; Applicant: Lanning

*RECOMMENDATION: Review plans as presented and provide applicant direction for design clearance.*

**M/S Otto/O’Neill to Approve Design Clearance for 5 Main Street, as presented.**

**AYES:** Brown, O’Neill, Otto and Peters  
**NOES:** None  
**ABSTAIN:** None  
**ABSENT:** Baracco  
**MOTION CARRIED**

B. 171 China Gulch Rd.; Applicant: Pechette

*RECOMMENDATION: Review plans as presented and provide applicant direction for design clearance.*

**M/S Otto/O’Neill to Approve Design Clearance for 171 China Gulch Rd., as presented.**

**AYES:** Brown, O’Neill, Otto and Peters  
**NOES:** None  
**ABSTAIN:** None  
**ABSENT:** Baracco  
**MOTION CARRIED**

**6. ADJOURNMENT**

The meeting was adjourned at 3:16 p.m.

*Karen Darrow*

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Karen Darrow, City Clerk

*Susan Peters*

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Susan Peters, Chairperson

Date Approved: February 12, 2024