



**MINUTES OF THE DESIGN REVIEW COMMITTEE**  
**March 11, 2024**

Committee Members present:  
Brown, Neuschwanger and Otto  
Absent: Baracco and Peters  
Staff present: Tom DuBois, Erin Ventura and Karen Darrow

1. **CALL TO ORDER AND ESTABLISH A QUORUM FOR THE SPECIAL MEETING-5:17 P.M**  
Vice-Chairperson Otto called the meeting to order.
2. **PLEDGE OF ALLEGIANCE TO THE FLAG**  
Vice-Chairperson Otto 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 February 12, 2024.  
**M/S Brown/Neuschwanger to Approve the Design Review Committee Minutes of February 12, 2024, as presented.**

<b>AYES:</b>	<b>Brown, Neuschwanger and Otto</b>
<b>NOES:</b>	<b>None</b>
<b>ABSTAIN:</b>	<b>None</b>
<b>ABSENT:</b>	<b>Baracco and Peters</b>
	<b>MOTION CARRIED</b>
5. **DESIGN CLEARANCE APPLICATIONS**
  - A. 40 Broad Street; Applicant: Campbell Construction  
*RECOMMENDATION: Review plans as presented and provide applicant direction for design clearance.*  
**M/S Neuschwanger/Brown to Approve Design Clearance for 40 Broad Street, as presented.**

<b>AYES:</b>	<b>Brown, Neuschwanger and Otto</b>
<b>NOES:</b>	<b>None</b>
<b>ABSTAIN:</b>	<b>None</b>
<b>ABSENT:</b>	<b>Baracco and Peters</b>
	<b>MOTION CARRIED</b>
6. **ADJOURNMENT**  
The meeting was adjourned at 5:40 p.m.

*Karen Darrow*

Karen Darrow, City Clerk

*John Otto*

John Otto, Vice-Chairperson

Date Approved: April 8, 2024