

**CITY OF PORT WASHINGTON
DESIGN REVIEW BOARD MINUTES
October 18th, 2018
Lower Level Conference Room, City Hall**

Present: Robert Vanden Noven, Mark Mitchell, Jeremy Hartline, Adele Richert, and Marc Eernisse, Advisor. Also Present: Bob Harris, Director of Planning & Development, Excused: Melissa Didier

1. **ROLL CALL:** Vanden Noven called the special meeting to order at 4:30 p.m. and a quorum was present.
2. **MINUTES:** Motion made by Mark Mitchell and Seconded by Jeremy Hartline to approve the minutes of the October 18th, 2018 meeting as shown. All voting aye, the minutes were approved.
3. **Review of the Concept Plan for the proposed Main Street Plaza.** Amanda Williams, Jeff Lamont, and Judy Cotter, representing the Main Street plaza subcommittee summarized the project for the Board members. They explained the plaza is intended to build off its planned location as a natural central gathering place with the fire pit as the main feature. The fire pit will be a vertical sculptural element approximately 2' in diameter surrounded by a hardscape ring approximately 5' in diameter with a gas fed line. Subcommittee members are considering a timed on-off switch to ignite the flame based upon a similar project in Grafton. In response to questions, subcommittee members replied that eventually the space will have programming for various uses but it is still T.B.D. if the space will be able to be reserved by various groups. It is also T.B.D. if the historical marker currently in place on the space will be moved to a different location or will remain in the future plaza. Lastly, a suggestion from the Board was to ensure that the flame and its sculptural element be lined up with the centerline of Main Street to avoid an off-center sighting.
A Motion to recommend approval of the Concept Plan was made by Mark Mitchell and seconded by Jeremy Hartline and the motion was approved.
4. **PUBLIC APPEARANCES:** None.
5. **FORTHCOMING EVENTS:** None.
6. **ADJOURNMENT:** Motion by Jeremy Hartline and seconded by Mark Mitchell to adjourn the meeting at 5:15 pm. All voting aye, the motion carried.