



## **RIVER DISTRICT DESIGN COMMISSION REGULAR MEETING AGENDA**

**4<sup>TH</sup> FLOOR CONFERENCE ROOM**

**August 14, 2025**

**4:00 PM**

**A. CALL TO ORDER**

**B. ROLL CALL**

**C. NEW BUSINESS**

1. Certificate of Appropriateness application PZ25-00393 filed by L Studio Gallery to install a sign at Parcel 21451 (610 Craghead Street).
2. Certificate of Appropriateness application PZ25-00426 filed by River City Optical to install window signs at 308 Craghead Street Suite 102B (Parcel 26775).

**D. MINUTES**

1. Approve minutes from July 10, 2025 meeting

**E. STAFF UPDATES**

**F. ADJOURN**



# STAFF REPORT

DATE: August 14, 2025  
TO: River District Design Commission  
FROM: Renee Burton, Division Director of Planning  
RE: Certificate of Appropriateness application PZ25-00393 filed by L Studio Gallery to install a sign at Parcel 21451 (610 Craghead Street).

## SUMMARY

Louise Bendall, on behalf of L Studio Gallery, has submitted a request for approval to repaint an existing wall sign at 610 Craghead Street. The existing sign is located to the right of the staircase at the front of the building. The proposed repainting will feature the L Studio Gallery logo. The proposed sign meets sign regulations set forth in Article 10 of the zoning code.

L Studio Gallery is a ceramics studio, as well as a gallery and art events space.

## DESIGN GUIDELINES EXCERPTS

### Section 7.2 – Commercial Signs

Wall signs are encouraged as the primary sign type for commercial buildings. They should be located above or near the main entrance and designed to fit within the existing architectural features of the building façade.

Signs should be produced by a skilled sign professional to ensure legibility and attractive design.

Colors for signs should generally be limited to three and should harmonize with or compliment the colors of the building.

Traditional materials are appropriate for signs in the River District, including wood, glass, metal, gold leaf, raised dimensional letters, and painted designs.

Metal signs and plaques should be constructed of brushed bronze, antique bronze, aluminum, stainless steel or painted cast iron.

## RECOMMENDATION

While the proposed repainting of the existing sign is generally consistent with the River District Design Guidelines, certain elements of the design do not meet the recommended standards. Staff recommends the applicant revise the proposal to replace the existing signage with a new metal sign, which will prevent natural weathering and chipping paint. These revisions would help ensure that the sign supports the historic character of the River District.

## **ATTACHMENTS**

1. Application
2. L Studio
3. L Studio 2



**CITY OF DANVILLE**  
Community Development  
Division of Planning and Zoning

**RIVER DISTRICT DESIGN COMMISSION  
CERTIFICATE OF APPROPRIATENESS APPLICATION**

The Danville City Council appoints the River District Design Commission (RDDC) to administer the River District Design Guidelines. The RDDC reviews building and site alterations within the District and issues a Certificate of Appropriateness (COA) if the alterations meet Design Guideline standards. Work on buildings and sites within the River District cannot begin until the RDDC issues a COA and the applicant receives all other required permits and approvals.

Please reference Design Guidelines Section 1.3 for Commission information and Section 1.7 for COA procedures

**PLANNING DIVISION PROVIDED INFORMATION**

Application #: \_\_\_\_\_ RDDC Meeting Date: \_\_\_\_\_  
Date Received: \_\_\_\_\_ Received By: \_\_\_\_\_  
Parcel ID: \_\_\_\_\_ Address: \_\_\_\_\_  
Additional Information: \_\_\_\_\_

**APPLICANT PROVIDED INFORMATION**

1. Please completely answer all application questions.
2. The property owner(s) or an authorized representative must sign the application.
3. A complete application along with drawings, photos, plans or sketches of your proposed improvements, including dimensions, is important for the RDDC to quickly and accurately act on your application. Please attach all additional materials.

Property Location: 610 Craghead St, Commercial Space  
Applicant: Louise Bendall - L Studio Gallery  
Applicant's Address: 135 College Ave, Danville  
Applicant's Phone Number: (206) 643-8480  
Applicant's Email: LStudioGalleryLLC@gmail.com

Proposed Improvement:

- Alteration     Addition     Rehabilitation     New Construction     Sign

Describe Proposed Request: \_\_\_\_\_

Paint new logo over old sign

Are you aware of the federal and state tax credits for potential reimbursement or credit of substantial rehabilitation project expenses?     Yes     No

Would you like more information about these programs?     Yes     No

Christie Bendall    7/10/25  
Applicant's Signature    Date

Austin Ben    7/11/25  
Property Owner's Signature    Date  
(if not applicant)

All buildings, structures, or improvements visible from a public right-of-way and in the River District must not be located, constructed, reconstructed, altered, or repaired without a Certificate of Appropriateness. The RDDC meets on the second Thursday of each month at 4:00 PM in the Municipal Building's fourth floor City Council Conference Room. Submit questions or applications to the Planning Division, Municipal Building, 427 Patton Street, Room 207, Danville, VA 24541, call us at (434)-799-5260.

*Temptations*  
GOURMET



STUDIO GALLERY LLC



# STAFF REPORT

DATE: August 14, 2025  
TO: River District Design Commission  
FROM:  
RE: Certificate of Appropriateness application PZ25-00426 filed by River City Optical to install window signs at 308 Craghead Street Suite 102B (Parcel 26775).

## SUMMARY

River City Optical has submitted a request for approval for window signs wall sign at 610 Craghead Street. The proposed signage includes a sign on the front door of 308 Craghead St., a sign on the suite entrance door, as well as a sign on the windows to the left of the main entrance. The property at 308 Craghead Street is divided into multiple suites, with the doors and windows already largely occupied by signage for Life Push, LLC, Redemption Counseling Services Inc., and the United Way..

Sign Regulations of the City of Danville zoning code limit wall signs to one per wall facing public street and limits size to two (2) square feet per linear foot of primary wall frontage.

## DESIGN GUIDELINES EXCERPTS

### Section 7.2 – Commercial Signs

Store window lettering should be no more than 6” tall, and should probably be no more than 4” on doors and upper floor windows, and may cover no more than 15% of the total area of a display window, and 20% or a door or double hung window.

## RECOMMENDATION

308 Craghead Street is a multitenant building that features multiple signs on its front doors and windows. According to the River District Design Guidelines, window signage must not exceed 15% of the display window area, door signage is limited to 20%. In multitenant buildings, signage must be evaluated in the context of existing tenant signage to ensure compliance with these standards and to maintain the visual harmony of the building façade.

## ATTACHMENTS

1. Application 1
2. Application 2
3. river city optical
4. river city optical 2
5. river city optical 3
6. River City Optical Dimensions





# CITY OF DANVILLE

## Community Development Division of Planning and Zoning

### RIVER DISTRICT DESIGN COMMISSION

#### CERTIFICATE OF APPROPRIATENESS APPLICATION

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#### PLANNING DIVISION PROVIDED INFORMATION

Application #: \_\_\_\_\_ RDDC Meeting Date: \_\_\_\_\_

Date Received: \_\_\_\_\_ Received By: \_\_\_\_\_

Parcel ID: \_\_\_\_\_ Zoning District: \_\_\_\_\_

Additional Information: \_\_\_\_\_

#### APPLICANT PROVIDED INFORMATION

1. Please completely answer all application questions.
2. The property owner(s) or an authorized representative must sign the application.
3. A complete application along with drawings, photos, plans or sketches of your proposed improvements, including dimensions, is important for the RDDC to quickly and accurately act on your application. Please attach all additional materials.

Property Location (address/ID#): 303 Craghead St Suite 102B

Applicant: Amber & Michel Mercado

**DANVILLE, VA**

Applicant's Address: 127 Canterbury Rd. Danville, Va. 24541

Applicant's Phone Number: (276) 618-2294

Applicant's E-mail: rivercityoptical@gmail.com

Proposed Improvement:

- Alteration     Addition     Rehabilitation     New Construction     Sign

Improvement Description:

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Are you aware of the federal and state tax credits for potential reimbursement or credit of substantial rehabilitation project expenses?

- Yes     No

Would you like more information about these programs?

- Yes     No

  
Applicant Signature

\_\_\_\_\_  
Property Owner Signature  
(if not applicant)

All buildings, structures, or improvements visible from a public right-of-way and in the River District must not be located, constructed, reconstructed, altered, or repaired without a Certificate of Appropriateness. The RDDC meets on the second Thursday of each month at 4:00 PM in the Municipal Building's fourth floor City Council Conference Room. Submit questions or applications to the Planning Division, Municipal Building, 427 Patton Street, Room 207, Danville, VA 24541, call us at (434)-799-5260 or e-mail us at [williss@danvilleva.gov](mailto:williss@danvilleva.gov).

River City

OPTICAL





ANTICIPA  
DI BILIDA  
FICHA  
SOLAR  
TAMAC



# Life Push, LLC

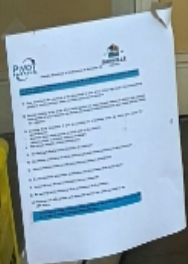
*"Success Is A Perspective Away."*

Life Push, LLC  
308 Craghead Street  
(434) 774-8539  
[www.lifepushllc.com](http://www.lifepushllc.com)



SUITE 102 E  
AMERICAN RED CROSS  
DAN RIVER BASIN ASSOCIATION

Please use  
other door



**PRINTING:Custom** \$10.00T  
**Size Vinyl Decal**

Vinyl Decal Printed: Front Door Logo

- Size: 8" x 8"
- Material: 3.12mil gloss vinyl
- Total: 1

1 X \$10.00

**PRINTING:Custom** \$10.00T  
**Size Vinyl Decal**

Vinyl Decal Printed: Inside Door Logo

- Size: 8" x 8"
- Material: 3.12mil gloss vinyl
- Total: 1

1 X \$10.00

**PRINTING:Custom** \$12.00T  
**Size Vinyl Decal**

Vinyl Decal Printed: River City Font Decal

- Size: 14" x 8"
- Material: 3.12mil gloss vinyl
- Total: 1

1 X \$12.00

**PRINTING:Custom** \$10.00T  
**Size Vinyl Decal**

Vinyl Decal Printed: Front Window  
Sunglasses

- Size: 14" x 5"
- Material: 3.12mil gloss vinyl
- Total: 1

1 X \$10.00

# RIVER DISTRICT DESIGN COMMISSION MINUTES

July 10, 2025

## MEMBERS PRESENT

Mr. Jones  
Mr. Hessler  
Mr. Davis  
Mr. Keesee  
Mr. Ranson

## MEMBERS ABSENT

Mr. Lackey  
Ms. Nicholas

## STAFF

Shanika Williams  
Stefanie Jackson  
Ryan Dodson

## I. ITEMS FOR PUBLIC HEARING

1. *Certificate of Appropriateness application PZ25-00319 filed by Edgar Ramirez to install wall sign at Parcel 20586 (510 Spring Street).*

Mr. Jones opened the Public Hearing.

Mr. Ramirez stated. Hi, my name is Edgar Ramirez. I'm here on behalf of El Patio, Mexican Bar and Grill at 510 Spring Street. As you guys know, I am here to hopefully get a sign put up.

Mr. Ranson stated. So, are you aware of the – in our package these recommendations for a different type of sign. Are you aware of those comments from the City?

Mr. Ramirez stated. Sorry, I saw the comments. I wasn't aware at the time. I saw the comments after the fact that I had proposed this sign here, which I did realize that our sign that we are proposing is within the guidelines that are on the website I was instructed to visit. At the time that I proposed this, no, I didn't realize that you guys favored one way or another. We just went within the guidelines. I do want to note, by the way, not that it really matters I believe, or maybe it does. The sign here is going to look like that. It will be higher, centered. This is just kind of a rendering and it is misspelled. Just so you guys know There is no "A" in patio.

Mr. Ramirez stated. Yea, that is misspelled. I believe there was two pictures submitted and the one that was uploaded to this file was the one that was incorrect.

Mr. Davis stated. What did the staff not like?

Mr. Keesee stated. Yeah, I was going to say, what's the problem?

Mr. Davis stated. The fact that it's twelve (12) inches protruding? Or what?

Ms. Williams stated. It's more that it is a cabinet wall sign as opposed to a flat wall sign.

Mr. Davis stated. Cabinet meaning it's sticking out a little bit?

Ms. Williams stated. And internally lit.

Mr. Jones stated. That's the thing. The internal lit.

Mr. Keesee stated. What was the second thing? Cabinet and what else did you say?

Ms. Williams stated. The lighting.

Mr. Ranson stated. It's internally lit.

Mr. Jones stated. So, I'm clear Mr. Ramirez, the sign is what we see, it'll be up and centered. And from behind that is, if I take the top layer off, lighting in there. And when I put that cover back on it illuminates the sign? Is that correct?

Mr. Ramirez stated. Essentially, you can remove the face of it and behind there are LED bulbs which we noticed that under the guidelines were approved. So, yes sir. That can be removed and behind there would be basically about four (4) bulbs going vertically.

Mr. Jones stated. Yea, to make that... to light it up. Yes sir, okay.

Mr. Keesee stated. Have you already purchased the sign?

Mr. Ramirez stated. It is not finalized, but it is in the works. I mean obviously, we are – time is of the essence so we understand that if we need to go a different route, we will go a different route. We are in the works with Trophy Sign Center on this deal because I didn't see anything that was violating the rules that you guys provided for us.

Mr. Davis stated. Why is it we don't like lights behind the sign?

Mr. Keesee stated. I don't know. I'm sitting here looking, thinking to myself, I don't get that.

Mr. Ranson stated. Well, I can understand that it's...

Mr. Hessler stated. LED versus...

Mr. Keesee stated. What are we saying, we want lights across the top shining down on it?

Mr. Jones stated. Yeah, so, once again we go back to Lynn Street or whatnot and we go by River City Tans, some of the other ones that have the lighting kind of shining down or vice versa shining up, I think Moss Mountain.

Mr. Keesee stated. What I think Mr. Ramirez, am I saying your name correctly?

Mr. Ramirez stated. Ramirez.

Mr. Keesee stated. ...Is saying, or I think he's offering up, is he don't have to put the bulbs in there. Maybe he can just run the wire up and put a little light on the top, shines down on it. Would you be alright with that?

Mr. Ramirez stated. We prefer to do it the right way, which is made to have the bulbs behind the fascia. If we, which, you know, if we have to do something different then that is what it is. However, this is the method that we want to do it and it is within the guidelines.

Mr. Ranson stated. I think I understand the problem with it is really quite, it's kind of – hate to say this – it's different from the other signs. It has a more of a, it seems, it has more of a Broad Street in downtown Richmond kind of feel, than a historic district in Danville feel. But if it complies with the guidelines.

Mr. Keesee stated. So, it does comply with the guidelines?

Mr. Jones stated. Certain parts of it does. I think the size of it does, if I'm not mistaken. I think it's the lighting that they're having a problem with.

Mr. Keesee stated. That's the big deal, is the lighting?

Mr. Jones stated. The sign type, I'm sorry.

Mr. Keesee stated. How about if you didn't make it lit up as much as he wanted to make it light up? Because he has LED bulbs and maybe that will kind of make it a little bit better for him and for us?

Mr. Ramirez stated. If I may, we read everything carefully and, I don't know what you guys call this, a cabinet lighting or whatever, which is within the guidelines and there it does instruct that, or it does note that LED lighting is approved. It also instructs that everything within what we chose is approved. The only thing that it instructs is exterior or LED lighting outside. For example, flashing LED or something that is very obvious.

Mr. Jones stated. Correct.

Mr. Ramirez stated. However, behind the sign that is within the guidelines and you guys have it in writing in your guidelines.

Mr. Keesee stated. If the things he's saying is correct, why are we saying it doesn't?

Mr. Hessler stated. The only thing I can find that is not recommended is plastic sign components, like for example backlit sign panels, plastic letters, or prefab sandwich boards.

Mr. Keesee stated. I don't know how you have a sign lit from inside that would be plastic.

Mr. Hessler stated. Yea, one of the signs that we approved one time was, prior to Old 97 being there, was the corner sign for Funky's, if I recall. So, I wondered if next to Smith Seeds with Funky's, like when we had the Funky's sign on the corner I thought it was internally lit, corner projecting in a similar fashion.

Mr. Jones stated. Do we have anything else for Mr. Ramirez? Thank you, sir.

Mr. Jones closed the public hearing.

Mr. Hessler stated. We don't have an issue with internally lit when you shield the light source, like when you don't know what type of bulb or what's back there, so I didn't think that was an issue.

Mr. Jones stated. So, if we look at the bottom last sentence of the summary, you know, it say, "the proposed sign meets sign regulations set forth in Article 10 of the Zoning Code." Ok, that's what I see first. Then I see in Section 7.2, "wall signs are encouraged as the primary sign. They should be located above" – which he's done – and basically centered on the façade. You see that? In 7.2? So I'm seeing, two things have checked the boxes that I think...internally lit, ok, so problem is really coming down to the lighting. I mean, as far as what's being preferred. That's preference.

Mr. Hessler stated. I mean, we've had internal lighting before but usually it was opaque, not transparent – it's because it's white.

Mr. Jones stated. Ok, so if I'm reading this correctly, externally lit signs are preferred, not mandatory.

Mr. Keesee stated. So, what you're flicking to there, is that signs in Danville, young lady? If you go up a notch there.

Ms. Williams stated. This one?

Mr. Keesee stated. Yea, any of those up there.

Ms. Williams stated. No sir. These are...none of these are.

Mr. Keesee stated. But he said he read the guidelines, and it meets the guidelines.

Mr. Jones stated. So, I think, if I'm understanding correctly, as far as in the River District, right, if we step out, that we don't want a sign that looks like Exxon gas station, right, mounted up on, I think that's where we're getting the white, the cover with the lights inside that kind of glow that you're riding at 11 p.m. and see this. I think that fits Riverside Drive, that fits Piney Forest Road, but does it fit in the River District? And if we look at other signs I don't know if there's any more that are currently installed like the sign he's proposing. Are there any that we know of?

Mr. Hessler stated. That's what I was saying, Funky's when they had a sign. But we'd have to go back in the archives because that's gone now because it's Old 97 Tavern. We might be able to see that even on Google Earth where, like, if we do a street view from the year prior.

Mr. Jones stated. So, if I'm riding up Main Street in my mind, you know, starting from the bottom Dellano's doesn't have that, right, as I get up to Nana Karen's and all that, there's no lit signs.

Mr. Hessler stated. There's that old meat market sign that's out in front of Link's Coffeehouse, and it's not lit, but it was when there was a meat market. I want to say that's like a similar style.

Mr. Hessler stated. We approved the corner sign, it was like projecting so you could see it from both Lynn and...

Mr. Jones stated. It was – I feel like it was a circle.

Mr. Hessler stated. Yea, it was shown when we got closer, but I wonder...well even the Old 97 up there now. Right now, that circle is it not internally lit? With a light, with a translucent white center section and...? I think its internally lit, because even when it was Funky's I thought it was purple.

Ms. Williams stated. Ryan's got a picture of the Old 97 sign lit up.

Mr. Jones stated. Old 97?

Ms. Williams stated. Yes.

Mr. Jones stated. And that's current, right?

Mr. Dodson stated. Yes.

Mr. Jones stated. Because it's very important we have Mr. Ramirez downtown because I could certainly use one of his...

Ms. Williams stated. Before Funky's is all I'm getting. I think those are more neon.

Mr. Hessler stated. There we go. That was the corner sign, maybe it wasn't installed yet. Look, there's a ladder up there at that moment.

Mr. Keesee. Ok, I'm good. Thank you, mister assistant City attorney.

Mr. Davis stated. Thank you, Ryan.

Mr. Jones stated. Ok, Commissioners, do we have any room for a motion?

Mr. Keesee stated. That's a little sign right there, too.

Mr. Hessler stated. Could we see it for a second?

Mr. Keesee stated. No, no, go back to the one you just had right there. Right there.

Mr. Ranson stated. Those are in the windows.

Ms. Williams stated. Yeah, those are neon.

Mr. Keesee stated. Well, that's an advertisement but it is a sign.

Mr. Jones stated. Mr. Ramirez, if you don't mind, can you come back up, please? Can I open back up the public hearing?

Mr. Ramirez stated. Yes sir.

Mr. Jones stated. Is there, I know that's like, you know, maybe your heart's on it, is there any alternative that you guys have thought of as a Plan B? Did you have anything that was, hey okay, we like this, but did you ever toss around anything else, going let's do individual pin block lettering, or was it just? Was there an alternative?

Mr. Ramirez stated. Basically, we did entertain other options. All of them were with this kind of setup.

Mr. Jones stated. Okay.

Mr. Ramirez stated. The design was different. Everything as far as the – the previous business that was there did use a different style and we decided that we didn't like that and that's what some of you are proposing. What we want is indeed to attract some people turning. This sign will not be lit up late hours of the night because we don't want that kind of establishment that stays open really, really late. Ten o'clock (10:00), eleven o'clock (11:00), we're going to shut down and that sign's probably going to go off. We're pretty set on it to be honest. We did look – once I found out how this all works here in the River District, we did look at the guidelines and everything and we're like, "well I don't think they'll have a problem with it." We spoke to Trophy Sign Center, "well you're meeting the guidelines, I don't think they'll have any trouble with it." So, time is of the essence because we do plan to open within a month, a month and a half. Anything, any changes to this progress can delay our opening time. I'm not saying it will, but it can.

Mr. Jones stated. Here we are. Thanks for standing back up. Public hearing is closed, Gentlemen, I just wanted to ask that and the alternative to see what he had. Some valid points made.

Mr. Davis stated. I don't see the difference between what he's proposing and what Ryan just showed us.

Mr. Keesee stated. I agree with that.

**Mr. Davis made a motion to approve Certificate of Appropriateness application PZ25-00319 filed by Edgar Ramirez to install wall sign at Parcel 20586 (510 Spring Street). Mr. Hessler seconded the motion. The motion was approved by a 5-0 vote.**

- 2. Certificate of Appropriateness application PZ25-00351 filed by City of Danville Public Works Department to allow a temporary parking lot at Parcel 21322 (Memorial Drive).*

Mr. Jones opened the Public Hearing.

Mr. Dunevant stated. Hi, good afternoon. I'm Brian Dunevant. I'm with Public Works Engineering. This is a proposed temporary parking lot to be used for the Riverfront Park to hopefully keep people from parking in the Dan River Falls parking lot and taking up their parking. That's leased parking, not for the park itself. This would be temporary parking until the parking deck is built on Spring Street, which is supposed to start, well the last I heard, it could potentially start this calendar year. Don't spread that around.

Mr. Keese stated. Where's the temporary parking lot at on that map?

Mr. Dunevant stated. So, it would be where the Dan River Falls entrance is – the eastern entrance. So if you turn into the entrance today, which I think would be kind of in the center of your screen, it would be on your right, right after you turn into the entrance.

Mr. Keese stated. When is, this doesn't pertain to what you're here for, when's the thing supposed to be open anyways?

Mr. Dunevant stated. The park?

Mr. Keese stated. Yes.

Mr. Dunevant stated. That's a Parks and Recreation project so I would be hesitant to say exactly because I don't really know, but I did hear today that they're hoping this calendar year that would be opened up.

Mr. Ranson stated. Would this parking lot be paved or gravel?

Mr. Dunevant stated. It would be asphalt millings. So, it would be ground up asphalt that we mill at the street. We get some of those millings to use for maintenance purposes or purposes like this. So, it'll be asphalt millings compacted.

Mr. Jones stated. Any more questions for Mr. Dunevant? Mr. Dunevant, is this a – I know its temporary parking, is this like a one (1) year, two (2) year – any time proposed for that? Or just until the parking garage is complete?

Mr. Dunevant stated. My understanding is until the parking deck is complete and the timeline, the last I heard, for the parking deck the construction time was about eighteen (18) months. Whether that's still accurate or not, I don't know. That was over a year ago I heard that. But, yea, until that parking deck is complete.

Mr. Hessler stated. I imagine once the parking deck is complete and the potential white water feature is kind of figured out that this area will probably be reconfigured between the park and the White Mill? But I imagine that has a kind of master plan also.

Mr. Dunevant stated. I would assume it does, but I haven't – you know, I don't have any information related to that.

Mr. Jones stated. Commissioners, any more questions for Mr. Dunevant? Mr. Dunevant, thank you so much.

Mr. Jones closed the public hearing.

**Mr. Ranson made a motion to approve Certificate of Appropriateness application PZ25-00351 filed by City of Danville Public Works Department to allow a temporary parking lot at Parcel 21322 (Memorial Drive). Mr. Ranson made a motion to Amend the motion to allow a temporary**

parking lot at Parcel 21322 (Memorial Drive) with the condition that the parking lot will be removed upon completion of the parking deck at Spring Street. Mr. Davis seconded the motion. The motion to Amend was approved by a 5-0 vote. The motion to approve was approved by a 5-0 vote.

## II. MINUTES

The May 8, 2025 minutes were approved by unanimous voice vote.

With no further business, the meeting adjourned at 4:31 p.m.

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APPROVED