

**Design and Review Board
Meeting Minutes
Thursday, January 11, 2018**

1. Call to Order/Roll Call: The meeting was called to order at 6:00 p.m. Present were Paul Barker, Dana Huth, Sean O’Gorman and Jennifer Taylor. Staff present: Brian Herr.
2. Approval of the meeting minutes from November 9, 2017: Sean O’Gorman motioned to approve, seconded by Dana Huth and was unanimously approved.
3. Review and recommendations for the following applications:
 - I. **7347 Myrtle Ave-detached garage:** Mike Pulley presented photos and plans of the proposed detached garage. Sean O’Gorman asked if the current garage would be demolished. Mr. Pulley indicated that the old garage was removed but the foundation remains and will need to be enlarged. Sean O’Gorman motioned to approve with the following stipulation: Color to be submitted at a later date. Garage approved as submitted, seconded by Dana Huth and all approved.
 - II. **7435 Maple Ave-room addition:** Patrick Weir submitted plans and photos of the proposed addition. Dana Huth asked about the siding. Mr. Weir indicated that the addition would be covered in hardie board siding. Paul Barker asked about the window configuration. Mr. Weir described the window placement. He also indicated that the shingles are to match the house. Sean O’Gorman motioned to approve, seconded by Paul Barker and the board approved.
 - III. **2704 Sutton Blvd.-Elmwood-exterior alterations:** Kyle Nottmeier presented plans and photos of the proposed building alterations. Mr. Nottmeier described the construction of the building and the details of the modifications. Sean O’Gorman asked about the finish materials. Mr. Nottmeier described the glass storefront and painted EFIS material adjacent to the entrance. Jennifer Taylor asked about the planters projecting into the sidewalk. City staff indicated that the Design and Review Board cannot approve any projection over the property line. Sean O’Gorman motioned to approve, seconded by Dana Huth and was approved by the following: Barker, Huth and O’Gorman. Opposed: Taylor.
 - IV. **2718 Sutton Blvd-Sherry’s Snacks-awning sign:** No one present. Item tabled.
4. Other Business: None
5. Adjournment: The meeting adjourned at 6:45 p.m.

Respectfully submitted,

Brian Herr
Building Official/Fire Marshal