

**Design and Review Board
Meeting Minutes
Thursday, April 12, 2018**

1. Call to Order/Roll Call: The meeting was called to order at 6:00 p.m. Present were Paul Barker, Dana Huth and Sean O’Gorman. Staff present: Brian Herr. Members excused: Jennifer Taylor and Matt Wolfe.
2. Approval of the meeting minutes from March 8, 2018: Sean O’Gorman motioned to approve, seconded by Dana Huth and was unanimously approved.
3. Review and recommendations for the following applications:
 - I. **2328 Bellevue Ave-detached garage:** Jeff Frankel presented photos and plans of a proposed garage. Sean O’Gorman asked about the siding color. Paul Barker asked if the garage door would match the neighbor’s garage door. Mr. Frankel indicated the garage would be grey with a white garage door. Sean O’Gorman motioned to approve, seconded by Dan Huth and the board approved.
 - II. **2031 Bland Pl-detached garage:** Paperwork presented provided information on siding color, shingle color and trim color. Dana Huth motioned to approve, seconded by Paul Barker and the board approved.
 - III. **7328 Flora Ave-room addition:** Matt Garavaglia presented photos and plans of the proposed addition. Mr. Garavaglia described the addition and how it would tie into the existing house. Paul Barker asked about how the roof would connect to the wall of the side elevation. Dana Huth expressed some concern about how the addition would look. Paul Barker asked about the size of the door. Sean O’Gorman motioned to approve, seconded by Paul Barker and the board approved.
 - IV. **7330 Flora Ave-room addition:** Rachel Garavaglia presented photos and plans of the proposed addition. Ms. Garavaglia described the reasons for the addition and the materials that would be used. Sean O’Gorman asked about the size of the addition. Mr. Garavaglia indicated that it would nearly double the size of the current house. Sean O’Gorman asked about the vertical siding shown in the rendering. He also asked about the color. Ms. Garavaglia indicated the color would be grey with white trim. Sean O’Gorman motioned to approve with the following stipulation: Provide a sill under the street facing window over the garage to match front existing sills, seconded by Paul Barker and the board approved.
 - V. **3600 S. Big Bend Blvd.-Big Bend Liquor-ground sign:** Business owner Gaurang Bhavsar presented a rendering of a revised proposal. The revised proposal was a cut sign reduced in size. Mr. Bhavsar described the alterations proposed. Dana Huth mentioned that the off-center support post may look strange. Mr. Bhavsar proposed covering the post with metal to resemble a wider base. Sean O’Gorman motioned to approve with the following stipulation: Cover the support post and complete the edge, seconded by Dana Huth and the board approved.

- VI. **7401 Manchester Rd.-Goebel & Co.-wall sign:** No one was present. Sean O’Gorman motioned to approve with the following stipulation: without raceway ó flush mounted lettering, seconded by Paul Barker and the board approved.
- VII. **7458 Manchester Ave-Side Project-projecting sign:** Megan Knaus presented photos and a rendering of the proposed sign. Sean O’Gorman asked about the mounting bracket and the profile of the support. Ms. Knaus described the square profile of the mounting bracket. Dana Huth motioned to approve, seconded by Paul Barker and the board approved.
- VIII. **2512 Sutton Blvd-Nicole Martin Salon-window display sign:** No one was present. Dana Huth motioned to approve, seconded by Paul Barker and the board approved.
- IX. **7170 Manchester Ave.-Spa Qsthetics-display window sign:** Business owner Laquinn Eshun presented a rendering of the proposed signage. Ms. Eshun described the material to be used. Dana Huth asked about the color and provided a material sample. Sean O’Gorman motioned to approve, seconded by Dana Huth and the board approved.
- X. **7405 Manchester Ave-Get the Word Out-wall sign:** Business owner Karen Smith presented photos and a rendering of the proposed sign. Sean O’Gorman asked about the construction of the sign and indicated that the sign would be illuminated with black lettering. Dana Huth asked how deep the cabinet would be. Ms. Smith indicated that it would be 4ö. Sean O’Gorman motioned to approve with the following stipulation: Frame sign in black, seconded by Dana Huth and the board approved.
- XI. **2718 Sutton Blvd-Elements of Design Studio-awning sign:** Business owner Rev McFarland presented photos and a rendering of the proposed awning sign. Dana Huth asked if the old sign would be removed. Mr. McFarland indicated that it would be removed. Sean O’Gorman motioned to approve with the following stipulation: No display window sign, seconded by Dana Huth and the board approved.

4. Other Business: None
5. Adjournment: The meeting adjourned at 7:00 p.m.

Respectfully submitted,

Brian Herr
Building Official/Fire Marshal