

**Design and Review Board
Meeting Minutes
Thursday, August 8, 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, Jennifer Taylor and Matt Wolfe. Staff present: Brian Herr.
2. Approval of the meeting minutes from July 12, 2018: Paul Barker motioned to approve, seconded by Jennifer Taylor and the board approved.
3. Review and recommendations for the following applications:
 - I. **3447 Commonwealth-room addition:** No one was present. Paul Barker motioned to approve with the following stipulations: Modified hip roof and window sizes to match existing casings sills at new windows, seconded by Sean O’Gorman and the board approved.
 - II. **7405 Manchester Rd.-Get the Word Out-wall sign:** No one was present. Motion denied. Board requests more commercially constructed sign. Proposed sign does not fit in on the block.
 - III. **2015 Maplewood Commons Dr.-Mercy Go Health Urgent Care-wall sign:** No one was present. Sean O’Gorman motioned to approve with the following stipulation: Raceway to match building, seconded by Jennifer Taylor and all approved.
 - IV. **7458 Manchester Rd.-Side Project Brewing-window display sign:** No one was present. Paul Barker motioned to approve, seconded by Sean O’Gorman and the board approved.
 - V. **7700 Manchester Rd.-Dean Team Volvo–exterior alterations:** Joe Dale presented plans, material samples and photos of the proposed building alterations. Mr. Dale described the relocation of the sales staff to this building during the reconstruction of the main showroom. Mr. Dale provided material samples of the stone veneer and the EFIS material. Matt Wolfe asked about the location of the EFIS material. Mr. Dale discussed the color and the locations. Jennifer Taylor asked about the contrast and the durability of the color for the EFIS. Sean O’Gorman motioned to approve with the following stipulation: Column caps to be stone, seconded by Matt Wolfe and the board approved.
 - VI. **7185 Manchester Ave.-JZ Vacation Rentals-window display signs:** Alex Zemianek presented photos and a rendering of the proposed signage. Matt Wolfe asked about the wall signage shown in the wall sign. Matt explained that the building has the original signage that the building was constructed with and not associated with JZ Vacation Rentals. Sean O’Gorman motioned to approve, seconded by Matt Wolfe and the board approved.
 - VII. **3001 S. Big Bend Blvd.-Yummi Tummi-wall sign:** Dana Huth presented photos and a rendering. Sean O’Gorman asked about the area around the lettering. Dana described the construction and illumination. Matt Wolfe asked about the cabinet. Dana described the metal cabinet and face. Sean O’Gorman motioned to approve, seconded by Matt Wolfe and the board approved.
 - VIII. **2712 Sutton Blvd.-awning:** Andy Bender presented a material sample of the proposed material. Matt Wolfe asked about the color and pattern. Paul Barker asked about signage. Mr. Bender indicated that there would be none. Matt Wolfe asked about the valance. Mr. Bender indicated that it would be scalloped. Dana Huth asked if a straight valance could be done. Sean

O’Gorman motioned to approve with the following stipulation: The valance will be straight, seconded by Dana Huth and the board approved.

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

Respectfully submitted,

Brian Herr
Building Official/Fire Marshal