

**Design and Review Board
Meeting Minutes
Thursday, September 13, 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 August 8, 2018: Sean O’Gorman motioned to approve, seconded by Matt Wolfe and the board approved.
3. Review and recommendations for the following applications:
 - I. **REVISED 2712 Sutton Blvd.-awning:** No one was present. Dana Huth motioned to approve with the following stipulation: Valance with straight edge, seconded by Jennifer Taylor and the board approved.
 - II. **2645 Bredell Ave.-front screened porch:** Mike Richmond presented photos and plans of the proposed front porch. Dana Huth asked about the finish and color of the cedar. Mr. Richmond indicated that the rough sawn cedar would have a preservative without a color. Paul Barker asked about the screen door. Mr. Richmond provided a sketch of the door to be used. Sean O’Gorman motioned to approve, seconded by Matt Wolfe and the board approved.
 - III. **7330 Maple Ave.-room addition:** Sara McCoy presented plans and photos of the proposed addition. Matt Wolfe asked about the rear deck. Ms. McCoy indicated that the rear deck would remain. Dana Huth asked about the siding material. Ms. McCoy indicated that the siding would match the garage. Jennifer Taylor asked if the windows could be trimmed out with sills. Sean O’Gorman asked about windows on the west elevation and Ms. McCoy explained that the bathroom is inside the west wall. Sean O’Gorman motioned to approve with the following stipulation: Casing on windows, seconded by Matt Wolfe and all approved.
 - IV. **7329 Manchester Ave.-Fantasy Shop-wall sign:** Dennis Caldwell provided a rendering of the proposed sign. Dana Huth asked if the speech bubble and lettering font could change. Mr. Caldwell indicated that the square footage calculation used was incorrect and a larger sign may be considered. Mr. Caldwell said he would contact the store owner about the requested changes and resubmit. This item was tabled. Revised rendering was approved via email on 9/20/18. Sean made a motion to approve motion was seconded by Jennifer and the board approved.
 - V. **7469 Manchester Rd.-Maplewood Motor Co.-wall sign:** Mr. Michels provided photos and a rendering of the proposed sign. Dana Huth asked about the sign cabinet. Mr. Michels did not have a color chosen. Sean O’Gorman stated that a black border would be preferred. Mr. Michels asked if he could paint the building grey, trimmed with black. Sean O’Gorman motioned to approve with the following stipulation: Black frame cabinet, seconded by Dana Huth and the board approved.
 - VI. **7200 Manchester Ave.-Indigo Massage & Wellness-exterior alterations:** Ann Childers provided material samples and photos of the proposed roofing material. Paul Barker asked if other building materials would be considered. Matt Wolfe asked if the mansard roof could be removed. Ms. Childers mentioned the brick would be painted light grey at the sign locations. Dana Huth motioned to approve, seconded by Jennifer Taylor and the board approved.
4. Other Business: None.

5. Adjournment: The meeting adjourned at 7:15p.m.

Respectfully submitted,

Brian Herr
Building Official/Fire Marshal