

**Design and Review Board
Meeting Minutes
Thursday, August 13, 2015**

1. Call to Order/Roll Call: The meeting was called to order at 6:05 p.m. Present were Paul Barker, Dana Huth, Sean O’Gorman and Matt Wolfe. Member Whit Lynn was excused. Staff present: Brian Herr.
2. Approval of meeting minutes from July 9, 2015: Dana Huth made a motion to approve, seconded by Sean O’Gorman. The motion was approved unanimously.
3. Review and recommendations for the following applications:
 - I. **2834 Burgess Ave.-front porch (revised):** No one was present. Sean O’Gorman motioned to approve with the following stipulation: Raise the front porch roof at least eight inches and roof pitch to match the pitch of the main roof, seconded by Matt Wolfe. The motion was approved unanimously.
 - II. **3247 Edgar Ave.-Mobile Device Doctors-wall sign (revised):** Matt Wolfe motioned to approve, seconded by Sean O’Gorman. The motion was approved unanimously.
 - III. **2814 S. Big Bend Blvd.-Sanc Shu Skate Shop-wall sign & awning sign:** Dustin Pulley presented photos of the proposed signage. Mr. Pulley described the use of the building and the location of two entrances to the skate shop. Mr. Pulley mentioned that the Tint Tech sign located on the south side of the building will be removed. Sean O’Gorman motioned to approve with the following stipulation: Provide red border around the wall sign and red lettering, seconded by Dana Huth. The motion was approved unanimously.
 - IV. **2116 Bredell Ave.-front porch:** Mike and Kelly Walsh presented a drawing of the proposed front porch. Mr. Walsh described the construction of the porch roof. He mentioned that the roof would be an open shade structure constructed of wood. City staff member Brian Herr indicated that a variance would be required to construct the proposed porch. Matt Wolfe motioned to approve, seconded by Dana Huth. The motion was approved unanimously.
 - V. **7343 Flora Ave.-room addition:** Dan Cowin presented drawings of the proposed rear room addition. Paul Barker asked about the location of the addition. Mr. Cowin mentioned that the second floor addition will be added to the second floor balcony. Matt Wolfe motioned to approve, seconded by Dana Huth. The motion was approved unanimously.
 - VI. **7920 Jaguar Trails-Schaefer Autobody Centers-wall sign & ground sign:** Paul Barker motioned to approve with the following stipulation: Keep mounting hardware, green lettering on wall sign and remove sign on east side, seconded by Dana Huth. The motion was approved unanimously.
4. Other Business: None.
5. Adjournment: The meeting adjourned at 7:00 p.m.

Respectfully submitted,

Brian Herr
Building Official/Fire Marshal