

**Design and Review Board
Meeting Minutes
Thursday, September 9, 2021**

1. Call to Order/Roll Call: The meeting was called to order via teleconference at 6:00 p.m. Present were Dana Huth, Sean O’Gorman, Juan Reyes and Jennifer Taylor. Staff present: Brian Herr. Absent: member Matthew Coriell.
2. Approval of the meeting minutes from August 12, 2021: Sean O’Gorman motioned to approve the minutes, seconded by Dana Huth and the board approved.
3. Review and recommendations for the following applications:
 - I. **2602 Circle Dr.-front porch:** Jesus Ochoa presented plans and a color rendering of the proposed front porch roof. Jennifer Taylor asked if the porch is to be replaced. Jesus indicated that it would be extended. Juan Reyes indicated that the plans show adding rebar and expanding the size of the porch. Jesus described the construction of the porch. Staff indicated that this agenda item may require a variance from the zoning ordinance as it relates to the front yard setback. Jennifer Taylor stated that the size of the roof is shown too large and would have less mass with a lower slope roof. She indicated that the roof should be less than two-thirds the distance from the fascia to the ridge. Sean O’Gorman indicated that revised plans could be approved via email.
 - II. **2203 Yale Ave.-rear covered patio:** Tracy Collins and William Perry presented a rendering of the proposed patio cover. William described the patio cover and location. Dana Huth asked what size posts were used. Tracy indicated that 6x6 posts would be used. Sean O’Gorman motioned to approve, seconded by Dana Huth and the board approved.
 - III. **2018 Bredell Ave.-new house:** Nick Candice and Clara Janett provided plans of the proposed new house. Sean O’Gorman asked if the parcel was multiple lots or one lot. Clara indicated that it is currently one lot. Jennifer Taylor indicated that the proposed garage location was well selected. Staff indicated that the property is located in the masonry district. Jennifer Taylor asked if white brick would be used or painted. Nick indicated that the brick on the rendering shows painted brick. Jennifer Taylor indicated that the painted brick could create a maintenance problem. Sean O’Gorman asked if the applicant was looking for a preliminary approval or conceptual. Nick indicated that he would prefer to get final approval. Sean O’Gorman motioned to approve, seconded by Jennifer Taylor and the board approved.
 - IV. **7219 Manchester Ave.-awning:** Jennifer Taylor presented plans and a rendering of the proposed awning. She described the material and construction. Sean O’Gorman asked about the size and location on the front of the building and the color of the material. Sean O’Gorman motioned to approve, seconded by Juan Reyes 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