

## **ACTION MINUTES**

### **REGULAR MEETING OF THE ARCHITECTURAL REVIEW COMMITTEE MONDAY, OCTOBER 18, 2021 ZOOM VIDEOCONFERENCE**

#### **1. CALL TO ORDER**

Chair Hoag called the Regular Architectural Review Committee meeting to order at 2:30 p.m.

#### **2. ROLL CALL**

ARC Members: Chair Warren Hoag, Vice Chair Bruce Berlin and Committee Members Lori Hall and Kristin Juetten were present. Committee Member Jon Couch was absent.

City Staff Present: Community Development Director Brian Pedrotti, Associate Planner Andrew Perez, and Assistant Planner Patrick Holub were present.

#### **3. FLAG SALUTE**

Chair Hoag led the Flag Salute.

#### **4. AGENDA REVIEW**

None.

#### **5. COMMUNITY COMMENTS AND SUGGESTIONS**

None.

#### **6. WRITTEN COMMUNICATIONS**

None.

#### **7. CONSENT AGENDA**

7.a. Vice Chair Berlin made a motion, seconded by Committee Member Hall to approve the minutes of the October 4, 2021, Regular Meeting as submitted. The motion passed 4-0-1 on the following voice vote:

**AYES:** Berlin, Hall, Juetten, Hoag

**NOES:** None

**ABSENT:** Couch

#### **8. PROJECTS**

**8.a CONSIDERATION OF ADMINISTRATIVE SIGN PERMIT 21-014; ONE (1) NEW WALL SIGN, ONE (1) NEW DOOR SIGN AND ONE (1) NEW WINDOW KIOSK FOR AN EXISTING TENANT; LOCATION – 126-A EAST BRANCH STREET; APPLICANT – JAY BOND, BOND REAL ESTATE GROUP; REPRESENTATIVE – LAURA MCKINLEY, THE SIGN PLACE**

Assistant Planner Holub presented the staff report including information about the Committee's previous review of the applicant's sign application, sign dimensions, materials, and explained staff's interpretation of the kiosk as it relates to the Design Guidelines.

Jay Bond, project applicant, and Laura McKinley, project representative, spoke in support of the project and answered questions about sign illumination, paint finish, and the functionality of the kiosk.

The Committee expressed their preference to have the applicant add a raised border to the wall sign to add the dimensionality required by the Design Guidelines. The Committee also discussed whether the kiosk was appropriate for the Village, but ultimately decided to support the kiosk because it improves the pedestrian experience. The Committee also determined that the kiosk does not fit the definition of an electronic reader board sign because of the user controls the messaging and the kiosk would not be a distraction to passing motorists.

Vice Chair Berlin made a motion, seconded by Chair Hoag, to recommend approval of the project with the following conditions:

1. The wall sign shall have a matte finish;
2. A border shall be added to the perimeter of the wall sign to add dimensionality; and

The motion passed 3-1-1 on the following voice vote:

**AYES:** Berlin, Hoag, Hall  
**NOES:** Julette  
**ABSENT:** Couch

**8.b. CONSIDERATION OF ARCHITECTURAL REVIEW 21-006; CONSTRUCTION OF A NEW 4,315 SQUARE-FOOT SINGLE FAMILY RESIDENCE AND THREE CAR GARAGE; LOCATION – 470 DEL MAR PLACE; APPLICANT – SUSANNE AND MARK FRANZ; REPRESENTATIVE – DAVID EINUNG, DAVID EINUNG CUSTOM HOME DESIGN**

Assistant Planner Holub presented the staff report outlining the project location, scope of work, site design, and the architectural character proposed.

David Einung, project architect, and Susanne Franz, project applicant, spoke in support of the project and answered questions about lighting and storage of the trash receptacles.

The Committee spoke in support of the project stating that the proposal is a good interpretation of the architectural style and the house would be a good fit in the neighborhood. The found the project consistent with the design guidelines for the tract. The Committee also appreciated the architectural detailing on all four elevations.

Committee Member Julette made a motion, seconded by Vice Chair Berlin, to recommend approval of the project as submitted.

The motion passed 4-0 on the following voice vote:

**AYES:** Julette, Berlin, Hall, Hoag  
**NOES:** None  
**ABSENT:** Couch

**9. DISCUSSION ITEMS**

None.

**10. COMMITTEE COMMUNICATIONS**

Vice Chair Berlin inquired about the status of the project at 134 E. Branch St.

Chair Hoag inquired about whether the project proposed at 211 E Branch St. was approved by the Planning Commission.

Associate Planner Perez responded to each of the Committee's inquiries.

**11. STAFF COMMUNICATIONS**

None.

**12. ADJOURNMENT**

The meeting adjourned at 3:47 p.m.to a regular meeting on November 1, 2021 at 2:30 p.m.

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**ANDREW PEREZ**  
**ASSOCIATE PLANNER**  
(Approved at ARC Meeting \_\_\_\_\_)

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**WARREN HOAG**  
**CHAIR**