



Design Review Board
Meeting Minutes
Thursday, May 28, 2020
via tele/videoconference

1. Call to order.

The meeting was called to order at 5:01 p.m.

Members present: Chair Scott Kraehnke, Wesley Brice, Bryan Koester, Ryan O'Connor and Mike Oates.

Others present: Phil Gruber, Stephen Smith, Lisa Castagnozzi, Ryan Buck, David Wu, Jovana Cubric, Ray Marcy and Bart Griepentrog, Planning & Development Director.

2. Approval of May 14, 2020 meeting minutes.

Mr. Oates moved to approve the minutes as drafted; seconded by Mr. Koester. Vote 5-0.

4. Consideration of the application and plans on file for the installation of a dormer, the enclosure of a three season room and a deck over the three season room at residential property 4100 N. Lake Drive, property owner Philip Gruber.

Phil Gruber, property owner, and Stephen Smith, architect, provided an overview of the proposed project. They noted that there would be no change to the building footprint. The existing screened-in porch on the first level would be enclosed and an upper story deck added. A dormer would also be added to the second level to provide additional room and views from the master bedroom.

Mr. Oates noted the material key on the plans and requested information on the proposed siding material. He was informed that the new clapboard siding would match the existing. Mr. Oates confirmed that the profile of the existing siding was 6 to 8 inches. Mr. Oates confirmed that the new doors to the upper story deck would swing in, as opposed to a slider system. He also confirmed that the new windows would be aluminum clad with wood on the interior. Lastly, Mr. Oates requested information on the material of the deck and was informed that wood composite posts would be installed at the corners with metal railing infill and cedar boards would be utilized for the decking. Mr. Oates stated that the project looks nice and featured quality design and materials.

Mr. Oates moved to approve the plans as submitted; seconded by Mr. O'Connor. Vote 5-0.

3. Consideration of the application and plans on file for façade signage at commercial property 4451 N. Oakland Avenue, business owner Just Goods.

Lisa Castagnozzi, business owner, was present to represent this item. She noted that the sign featured her logo and was made by a local artist. The sign, which is made of wood, utilized Cloud Red’s sign as an inspiration and followed placement and size guidelines. Mr. Griepentrog provided a brief overview, noting that the sign had already been installed, but needed a permit. He also noted that the sign was installed in a similar manner to a previously approved sign for All State and featured spot lighting.

Chair Kraehnke stated that the sign looked good. Mr. Oates confirmed that the dimensional letters were made of wood and painted.

Mr. Koester moved to approve the sign as submitted; seconded by Mr. Oates. Vote 5-0.

5. Consideration of the application and plans on file for the relocation of a door at residential property 4459 N. Newhall Street, property owners Ryan and Elissa Buck.

Ryan Buck, homeowner, presented the project noting that most of the work was being done on the inside. He noted that the exterior would be updated with new vinyl siding. He also noted that an exterior door at the rear of the south elevation would be removed and relocated to the west elevation.

Mr. Oates questioned the current siding material and was informed that it was aluminum with a 10 to 12 inch reveal. He also questioned if the existing deck would be removed, which was confirmed to be replaced with a new patio. Mr. Oates stated that the Board typically discourages vinyl siding on new projects and prefers something like LP SmartSiding. Chair Kraehnke reiterated that was a preference, not a requirement. Chair Kraehnke questioned the proposed reveal of the new siding and was informed it would be 4 inches. Mr. Oates noted that reveal would be similar to the existing garage, so that would be good.

Mr. Oates confirmed that the door would swing to the interior and feature a full side light. He stated that it was design appropriate. It was noted that the door would be made of fiberglass composite.

Mr. Oates questioned if the railing on the roof deck would be updated. Mr. Buck noted that it would be replaced with the roof and be slightly modified in size to be a little bigger. He confirmed that the lumber and railing would be pressure treated.

Mr. Oates moved to approve the project as submitted; seconded by Mr. O’Connor. Vote 5-0.

6. Consideration of the application and plans on file for the enclosure of the southeast entryway at commercial property 4496 N. Oakland Avenue, property owner Honest Blue Properties LLC.

David Wu was present to discuss this item, which was noted to include the enclosure of a rear entryway. He noted that the whole building will be resided in the near future, but that the current plan would be to match the existing white siding.

Chair Kraehnke questioned the timeline for the remainder of the building and was informed that new siding plans would be submitted within 2 to 3 months. Mr. Oates noted that it would make sense for him to come back when those plans are ready. Chair Kraehnke noted that the area should be sided by winter. Mr. Oates noted that the wrap should last for 6 months, so coming back within 3 months seemed reasonable. Chair Kraehnke confirmed that the applicant was agreeable to come back with full siding plans within 3 months.

Mr. Oates moved to defer the item for 3 months when a complete new siding plan should be considered; seconded by Mr. Koester. Vote 5-0.

7. Consideration of the application and plans on file for the installation of awning, canopy and wall signage at commercial property 4334 N. Oakland Avenue, business owner Fiddleheads Coffee.

Jovana Cubric presented an overview of the proposed sign proposal. Mr. Griepentrog noted that four signs were submitted for consideration: two awning signs, one canopy sign and one corner wall sign.

Ms. Cubric indicated that the lettering on the awning signs was 16" in height and occupied less than 75% of the awning face. She also noted a desire to have lettering on the sign flap detailing "coffee, eats, good times" for promotional activity. As indicated in her proposal, she stated it was her desire to have signage on both awnings to identify the whole space as Fiddleheads.

Mr. Oates noted a preference to limit the awning signage to over the entrance. Mr. O'Connor agreed. Chair Kraehnke stated that he did not mind the additional signage on the awning flap, although it would be his preference to have nothing. Mr. Marcy questioned if signage could be applied to both awning flaps but only one awning face. Chair Kraehnke stated a preference for only one.

Chair Kraehnke questioned the design of the proposed corner sign. Ms. Cubric noted that the sign would feature backlit channel letters projecting from the sign face. Mr. Oates confirmed that the sign would be constructed of aluminum. He noted that wall signs are typically not installed so low to the ground. Ms. Cubric noted that a similar sign has been installed at their location in Grafton, although it is on the interior. Mr. Oates confirmed that the electrical hookup for the sign would be on the inside. Mr. O'Connor stated that he felt the sign did not match the architecture of the building. He also noted that it was a third sign with the same font but different coloring and treatments, which made it look graphically busy. He also noted that the sign should not be considered a blade sign because it was not perpendicular and as proposed would lose the corner of the building. Ms. Cubric noted that she considered it artwork for the building. Mr. O'Connor liked the idea of artwork, but suggested that it should then be placed in the patio area. He maintained his opinion that the corner should be architecturally preserved. Mr. Oates agreed and questioned if artwork would take it out of the signage realm. Mr.

Griepentrog noted that anything involved lettering, logos or imagery symbolic of the business would be considered signage. Chair Kraehnke stated he was not pleased with the alignment of the proposed sign and suggested it should at least line up with the windows, but that his preference would be to leave the sign off the building. Ms. Cubric noted that originally the sign extended to the top of the windows, but was pulled down to not be obscured by the awning. Mr. Koester noted that the corner sign would require the removal of the existing light fixture.

Chair Kraehnke summarized that he appreciated the character of the building and would thus keep the corner sign off, and suggested that the other signage was ample. He also suggested that awning signage be installed only over the entrance and on the canopy. Mr. Oates agreed and stated that the corner sign was too busy. Ms. Cubric questioned if a blade sign would be acceptable, which per code would be allowed. Mr. Brice agreed and noted that dimensions would be needed.

After providing direction to the applicant, no action was taken with the expectation that revised plans would be brought back to them next meeting.

8. Adjournment

Mr. Oates moved to adjourn the meeting at 6:09 p.m.; seconded by Mr Brice. Vote 5-0.

Recorded by,



Bart Griepentrog, AICP
Planning & Development Director