



**Design Review Board
Meeting Minutes
Thursday, February 26, 2026**

1. Call to order.

The meeting was called to order at 5:15 pm.

Members present: Scott Kraehnke, Chair; Lybra Loest, Daryl Melzer and Bob Miller

Others present: Casey Sabinash, Bob Adams, and Planning and Development Director Bart Griepentrog.

2. Approval of the February 12, 2026 meeting minutes.

Ms. Loest motioned to approve the minutes, as drafted; seconded by Mr. Melzer. Vote 4-0.

3. Consideration of the application and plans on file for the modification of windows (north elevation) at residential property 4408 N. Lake Drive.

The applicant requested that their item be removed from the agenda after publication. No discussion took place.

4. Consideration of the application and plans of file for the demolition of a detached garage at commercial property 4449-53 N. Oakland Avenue.

Casey Sabinash and Bob Adams were present to discuss this item. Director Griepentrog provided an overview noting that the applicant would like to demolish the existing garage as an initial step in larger renovation plans for the property. He noted that a zoning review was yet to be completed, but that it was expected to not find issues with the proposed removal as long as two surface parking spaces were identified. The Design Review Board's review was expected to relate to the proposed finished state of demolition, which was proposed to be a concrete slab.

Mr. Melzer confirmed that the garage is adjacent to the alley. Ms. Loest confirmed that the garage was one story and that there was a rear yard between it and the two-story commercial building that fronted the street. Mr. Miller confirmed that the chain link fence and dumpster shown on the plans were temporary. Chair Kraehnke questioned whose side yard fence was shown in the photos. Director Griepentrog believed the fence belonged to the neighboring property and noted that discussions were taking place between both property owners about how to possibly provide joint access and shared parking in the future.

Mr. Melzer motioned to approve the plans, as submitted; seconded by Mr. Miller. Vote 4-0.

5. Future Agenda Items

No future agenda items were discussed.

6. Adjournment.

Ms. Loest motioned to adjourn at 5:26 p.m.; seconded by Mr. Melzer. Vote 4-0.

Recorded by,

A handwritten signature in blue ink that reads "Bart Griepentrog". The signature is written in a cursive style.

Bart Griepentrog, AICP, CNU-A
Planning & Development Director