



**Design Review Board**  
**Meeting Minutes**  
**Thursday, April 8, 2021**  
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, Ryan O'Connor, Larry Pachefsky.

Others present: Joe Popalisky, Dean Loucks, Otto Wichmann, Rosina Bloomingdale, Genevieve Pillar, Luke Laga, Mike Dindorff, Ted Linn and Planning & Development Director Bart Griepentrog.

**2. Approval of the March 25, 2021 meeting minutes.**

Mr. Pachefsky motioned to approve the minutes as drafted; seconded by Mr. O'Connor. Vote 4-0.

**3. Consideration of the application and plans on file for the removal of the detached garage roof, and the construction of a flat roof/deck, railings and stairs at residential property 4106 N. Stowell Avenue.**

Joe Popalisky presented an overview of the project noting that the garage, whose roof would be removed and replaced with a flat roof and deck structure, is located along an alley. He noted that the garage is built into the back yard.

Chair Kraehnke questioned if the railing on the deck would be similar to that of the porch on the rear elevation. Mr. Popalisky confirmed that it would. Chair Kraehnke questioned what material was proposed above the siding below the decking. Mr. O'Connor noted that the plans indicated that material as aluminum clad fascia. Mr. O'Connor questioned what color the aluminum would be, and Mr. Popalisky replied that he did not know yet. He did note that the siding on the garage was not changing and currently matches the house. Mr. O'Connor noted that color was not within the Board's purview, but asked that the applicant consider making the fascia and railing white to match the house. Chair Kraehnke agreed.

Mr. O'Connor motioned to approve the plans as submitted; seconded by Mr. Brice. Vote 4-0

**4. Consideration of the application and plans on file for a window removal/alteration (north elevation) at residential property 4106 N. Farwell Avenue.**

Otto Wichmann provided a summary of the project. He detailed plans to fill in an existing window on the home's north elevation to accommodate a kitchen remodel. He noted that the color and style of the in-fill siding would match the existing.

Chair Kraehnke noted that the plans looked pretty straight-forward. He confirmed that the extent of the exterior renovations was the closure of the window with siding to match. Mr. O'Connor stated that the interior layout would flow much better as a result.

Mr. Brice moved to approve the plans, as submitted; seconded by Mr. O'Connor. Vote 4-0.

**6. Consideration of the application and plans on file for a rear two-story addition at residential property 3958 N. Stowell Avenue.**

Rosina Bloomingdale and Genevieve Pillar provided an overview of the proposed improvements. The one-story addition to the rear of the property was being proposed to accommodate a kitchen addition and a second story deck. They noted that cedar shakes were proposed to side the addition, which matched the second story of the house. They also noted that the colors would match. It was noted that the railing details for the propose deck had changed from the original submission, which shows vertical spindles. Horizontal cables were being proposed instead to provide a better visual into the backyard.

Mr. O'Connor questioned how the proposed addition would transition to the existing structure on the north elevation. Ms. Bloomingdale noted that the hip roof would be carried around the addition and that a vertical board member would cover the seam. Mr. O'Connor further questioned how the gable edge would be treated. He noted that the provided plans do not include the transition to the existing house, which he would like to see detailed. More specifically, he requested that full details of the north elevation be provided to understand the roofline, windows and siding materials. He suggested that either the shakes just wrap around the corner or extend all of the way down the north elevation. He stated that it was hard to understand without a drawing.

Ms. Pillar questioned if revised drawings could be submitted for future review, while still allowing the project to break ground. Director Griepentrog noted that it would be possible, subject to receipt of the corresponding building permit and an understanding that the finished details were not yet approved.

This item was deferred for revised plans until the May 13, 2021 meeting.

**7. Consideration of the application and plans on file for the installation of a pergola and windbreak at commercial property 4512 N. Oakland Avenue.**

Luke Laga presented this item, noting that a windbreak was being added at the east edge of the patio while still keeping a walkway open. He noted that the materials would match the existing building. He further described a pergola that would be installed in the courtyard and connect the two commercial tenant spaces. He detailed a two, three, three, two post pattern and noted that two existing wall sconces would need to be removed and capped.

Mr. O'Connor stated that the design looked like it was original to the building construction. He noted that the windbreak made a lot of sense, since winds from the east can ruin the space. He also confirmed that the stain would match.

Mr. Pachefsky questioned the proposed lighting, and Mr. Laga noted that the plans do not show the actual lighting that was being proposed. Mr. Laga stated that the six internal posts would have sconces and that no hanging lights would be installed. Director Griepentrog noted that commercial lighting does require DRB approval. He suggested that the lighting plan could be brought back for further consideration at the April 22, 2021 meeting.

Mr. Pachefsky motioned to approve plans for the windbreak and pergola as submitted; seconded by Mr. O'Connor. Vote 4-0.

**5. Consideration of the application and plans on file for a rear two-story addition at residential property 4608 N. Marlborough Drive.**

Mike Dindorff of Lakeview Remodeling provided an overview of the project. He noted that an addition was being proposed to the existing two story brick home. The addition would include a family room, kitchen and mud room on the first level and a second floor master suite and laundry room. The design would include a brick belt course with a stone sill cap. LP Smart Composite Siding with a 7-inch reveal would be installed above. He noted that the entire house would be re-roofed with architectural, dimensional shingles. The lower roofs would feature standing seam metal. The new windows would all be double-hung from Marvin.

Mr. O'Connor stated that the north elevation is a bit odd, but acknowledged that "it is what it is." He suggested that the band of brick on the bottom helps. Chair Kraehnke agreed that the brick belt course goes a long way. He also liked that the entire roof would be redone together. He stated that he was not convinced of the proposed window design, but recognized that was a difference of opinion.

Ms. O'Connor motioned to approve the plans, as drawn; seconded by Mr. Brice. Vote 4-0.

**8. Consideration of the application and plans on file for the removal of a small addition and the installation of a door at residential property 4451 N. Farwell Avenue.**

Ted Linn presented this project. He noted that a three-season room was added to the house in 1955 and in 1968 that addition was fully enclosed. The proposed renovations would remove that addition and install a patio door leading to a single set of stairs down to the existing concrete floor. He noted that the renovation would bring the elevation back to its original design.

Mr. O'Connor questioned the material of the proposed handrail, and Mr. Linn noted that it would be black metal and look period appropriate.

Mr. O'Connor motioned to approve the plans as submitted; seconded by Mr. Pachefsky. Vote 4-0

## 9. Adjournment

Mr. Pachefsky motioned to adjourn the meeting at 6:04 p.m.; seconded by Mr. O'Connor. 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  
Planning & Development Director