



Design Review Board Meeting Minutes Thursday, May 25, 2023

1. Call to order.

The meeting was called to order at 5:02 p.m.

Members present: Chair Scott Kraehnke, Lybra Loest, Daryl Melzer, Larry Pachefsky, and Chris Schorse.

Others present: Phu Ngo, John Cassanos and Planning & Development Director Bart Griepentrog

2. Approval of the May 11, 2023 meeting minutes.

Mr. Pachefsky moved to approve the minutes, as drafted; seconded by Ms. Loest. Vote 5-0.

3. Consideration of the application and plans on file for modifications to the front porch at residential property 4497 N. Woodburn Street.

Phu Ngo and John Cassanos were present to discuss this item. Mr. Ngo noted that their recently approved renovation plans involved an open porch, but upon further thought, they'd like to keep the porch covered with a roof, which they believe would return the house to its original look.

Chair Kraehnke confirmed that new columns would be installed to support the porch roof. He questioned if the roof would be new. Mr. Ngo stated that they'd like to keep the original roof but will do whatever is necessary to make it structurally work. Whether it's new or existing, the look would not change.

Mr. Pachefsky questioned the proposed panel and trim. Mr. Ngo noted that the panel and trim would be located within the porch on an existing closet that extends into the porch. Ms. Loest confirmed that the panel will be seen from the front stairs when the existing front door is removed. Mr. Ngo noted that the whole house would be painted a dark olive color so it is their hope that it recedes into the porch. Mr. Pachefsky questioned why the panel had a trim board in the upper third when the front of the home has vertical board and batten. Mr. Ngo stated that the drawings showed the paneling as it currently exists. Chair Kraehnke suggested that the elevation was deceiving and believed the paneling would not be as pronounced as it appears in the drawing.

Chair Kraehnke confirmed that no new changes were proposed on the rear of the home.

Mr. Melzer stated that the proposed improvements look better than the current condition, which he said is always a good thing.

Chair Kraehnke confirmed that the proposed railing would be either wood or composite. He suggested that the proposed spacing may not meet the code and asked that the building inspector be consulted for confirmation.

Mr. Melzer motioned to approve the plans, as submitted; seconded by Mr. Schorse. Vote 5-0.

4. Consideration of the application and plans of file for the modification of third floor windows at residential property 4445 N. Frederick Avenue.

No one was present to discuss this item. Director Griepentrog requested that the Board review and provide comments on the proposal so that staff could relay any thoughts to the applicant for consideration.

Mr. Pachefsky noted that he would not be in favor of any of the proposed window changes. He stated that they did not match anything else on the rest of the house. Ms. Loest questioned if the applicant was just trying to get more light into the third floor. Director Griepentrog believed that was the case and questioned if any of the increased sizes related to code requirements. He noted that he would ask the building inspector to confirm prior to the next meeting. Chair Kraehnke noted that the bedroom would need to have access to a certain amount of light, but also confirmed that a skylight could provide that access. Mr. Melzer agreed that the proposed windows looked odd.

Mr. Pachefsky noted that one of the expanded dormer windows was in the proposed shower. Chair Kraehnke noted that having a window in a shower was not all that uncommon.

Ms. Loest suggested that the proposed new awning window on the west elevation would look better if it were simply two double-hung windows that matched the existing windows on that façade. Chair Kraehnke, Mr. Melzer and Mr. Pachefsky agreed. Chair Kraehnke suggested that he did not believe the currently proposed windows would fair well, if asked for approval.

No action was taken, and the matter was deferred for future discussion when the applicant could be present.

5. Future Agenda Items

No future agenda items were discussed. Director Griepentrog noted that additional discussion related to updating the Village's Sign Code was expected in the near future.

6. Adjournment.

Mr. Melzer moved to adjourn the meeting at 5:40 p.m.; seconded by Mr. Pachefsky. Vote 5-0.

Recorded by,



Bart Griepentrog, AICP
Planning & Development Director