



Design Review Board Meeting Minutes Thursday, July 13, 2023

1. Call to order.

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

Members present: Chair Scott Kraehnke, Wesley Brice, Heather Cook Elliott, Ryan O'Connor and Larry Pachefsky.

Others present: Chase Kelm and Planning & Development Director Bart Griepentrog

2. Approval of the June 22, 2023 meeting minutes.

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

3. Consideration of the application and plans on file for a window modification at residential property 2428 E. Beverly Road.

Chase Kelm was present to discuss this item. He noted that the proposed window modification on the side of the house related to an upcoming kitchen remodeling project. He explained that the current window opening would be modified by blocking off the middle 46 inches to accommodate the placement of a new stove and exhaust hood and that two new sidelight windows would be installed on either side in the remaining space of the opening. He noted that the blocked off portion of the window opening would mimic an existing wood panel design featured on the same façade.

Chair Kraehnke confirmed that the opening size of the existing window would not change. Mr. Brice questioned if there were muttons in the other double-hung windows. Mr. Kelm noted that he had been replacing the windows in the house with windows that featured them. Chair Kraehnke confirmed that the blocked off portion of the window would be reframed and filled in as a wall.

Chair Kraehnke stated that the improvements looked fine, particularly since it matches an existing panel detail on the house. Mr. Brice questioned what was driving the 46-inch width of the new panel. Mr. Kelm stated that was driven by the proposed width of the stove and hood. Ms. Cook Elliott noted that the proposed modifications would allow the homeowner to install the stove they wanted, blocked off the view of the neighbor's service equipment and still allowed light into the kitchen. Mr. Pachefsky believed that eliminating the window would reduce the amount of light into the kitchen. Mr. Kelm pointed out that the kitchen will still have four windows.

Ms. Cook Elliott motioned to approve the plans, as submitted; seconded by Mr. O'Connor. Vote 5-0.

4. Future Agenda Items

Director Griepentrog provided a brief update of the side code update draft.

5. Adjournment.

Mr. Pachefsky moved to adjourn the meeting at 5:38 p.m.; seconded by Mr. O'Connor. Vote 5-0.

Recorded by,



Bart Griepentrog, AICP
Planning & Development Director