



Design Review Board  
Tuesday, July 23, 2024 - 5:00 PM  
MINUTES

1. Call to Order

Board Chair Heather Green called the Design Review Board to order for July 23, 2024 at 5:02 pm

2. Roll Call

Present - Heather Green, Candice Evans, Franz Stein, Andrew Hale, Craig Bohning  
Absent - None

Staff present - Teresa Monroe - Clerk of Council

Public present - Cris Geiser, Don Lightle

3. Public Comment

No comments.

4. Action on Minutes

a. June 25, 2024

**ACTION:** Craig Bohning moved to approve; Heather Green seconded and the vote was as follows:

**AYES:** Heather Green, Franz Stein, Andrew Hale, Craig Bohning

**NOES:** None

**ABSTAIN:** Candice Evans

**Passed 4 - 0**

5. Application # 7-1-5 Certificate of Appropriateness; 161 Lakeview Dr. - Covered front porch

a. Application

Don Lytle present. Applicant requests to build a concrete front porch with a roof that extends eight feet from the house, he plans to keep the roofline the same as it is. Once he gets the roof on, he will have the whole house re-shingled so it does not look like an addition.

Board review of materials submitted, concern that the drawings submitted were not to scale and that the roof pitch planned would drop the roof line too low. Discussion with applicant on changing to a gable roof. Would also like to see the setbacks. Applicant was asked to resubmit the application with updated, to scale drawings.

**ACTION:** Heather Green moved to table; Andrew Hale seconded and the vote was as follows:

**AYES:** Candice Evans, Andrew Hale, Heather Green, Franz Stein, Craig Bohning

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**NOES:** None

**ABSTAIN:** None

**Passed 5 – 0 TABLED**

6. Application # 7-2-10 Certificate of Appropriateness; 300 Hanebrink Ave - Pavilion

a. Application

Cris with Schlabach Builders present. Applicant submitted an application to construct a pavilion and pickleball court in their new Concord Crossing East phase four development. Review of designs submitted; discussion on the pavilion pillars, pickleball court fencing and exterior lighting. Board would like confirmation on whether or not there will be any exterior lighting, if the pavilion posts, siding and roof will match the existing clubhouse - they would like to see pictures. Would also like to see the color selection for the pickleball court floor.

Summary for applicant:

- Posts on existing clubhouse and proposed pavilion to match; preferably white, not the wood color
- Need to see the color of the court
- Street light posts to match existing development
- Confirm color for chain link fence as black
- Need to see all material samples for siding, stone, roofing; add finishes to the elevation plan
- Would like to see type of trees and vegetation proposed on the site plan

**ACTION:** Andrew Hale moved to table; Craig Bohning seconded and the vote was as follows:

**AYES:** Andrew Hale, Heather Green, Franz Stein, Craig Bohning, Candice Evans

**NOES:** None

**ABSTAIN:** None

**Passed 5 – 0 TABLED**

7. Application # 7-8-15 Certificate of Appropriateness; 82 Meadow Lane

a. Application

Applicant or contractor not present. Application materials provided show overhead views of where the panels will be place on the roof however, Board members want to see street view elevations of all four sides, and what the home will look like from the ground once the system is installed. Would like to see a site plan showing property lines and screening of mechanicals.

**ACTION:** Heather Green moved to table pending adequate submission of board requests; Andrew Hale seconded and the vote was as follows:

**AYES:** Heather Green, Franz Stein, Craig Bohning, Candice Evans, Andrew Hale

**NOES:** None  
**ABSTAIN:** None

**Passed 5 – 0 TABLED**

8. Application # 7-2-5 Certificate of Appropriateness; 169 Stone Hedge Row Dr. - Sun Room

a. Application

Applicant or contractor not present, the board found the submission confusing. The provided materials show several styles of sun room, the board wants to know which style they plan to install and with what materials. Applicant was previously asked to provide pictures of the back of the house and where the sun room would be installed, the city has not received this to date. The board requests a complete packet with images of the rear of house and where the sun room is being built, would like the contractor here to better explain or to see a better design plan and elevations, request material samples, specifically roof materials (concern that no shingles are listed in the materials) and finishes.

**ACTION:** Andrew Hale moved to table pending submission of noted items;  
Candice Evans seconded and the vote was as follows:  
**AYES:** Andrew Hale, Heather Green, Franz Stein, Craig Bohning, Candice Evans  
**NOES:** None  
**ABSTAIN:** None

**Passed 5 – 0 TABLED**

9. Other Business

Discussion on the boards role and upcoming assistance on the Design Guidelines as well as some internal processes.

10. Adjourn

**ACTION:** Heather Green moved to adjourn; Andrew Hale seconded and all were in favor.  
**AYES:** Heather Green, Candice Evans, Franz Stein, Andrew Hale, Craig Bohning  
**NOES:** None  
**ABSTAIN:** None

**Passed 5 - 0**

The meeting adjourned at 6:53 pm.