



Design Review Board
Tuesday, November 26, 2024 - 5:30 PM
MINUTES

1. Call to Order/Roll Call

Board Chair Heather Green called the Design Review Board to order for November 26, 2024 at 5:34 pm

Present - Heather Green, Franz Stein, Andrew Hale, Craig Bohning

Absent - None

Staff present - Sean Staneart - City Manager, Ryan Green - City Council, Teresa Monroe - Clerk of Council

Public present - Gary & Rhonda Pittman, Robert Miller Jr., Leo Miller, Alvis Fletcher, Crystal Majchrowski, Ed Maher

2. Public Comment

No comments

3. Action on Minutes

a. November 12, 2024

ACTION: Heather Green moved to approve; Andrew Hale seconded and all were in favor.

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

NOES: None

ABSTAIN: None

Passed 4 - 0

4. Application # 11-13-5 Certificate of Appropriateness; 62 S. Main St. - Sign

a. Application

Applicant Crystal Majchrowski was present; Board review of sign design presented. Sean Staneart said that the code states that the sign must be above the main entrance, if it will be below the public entrance then a variance would be needed. Discussion on whether or not there is room to put the sign above the entrance door because of the balcony, Mr. Staneart said he believed there was seventeen inches, applicant expressed concern for visibility. Further discussion on changing the type of sign so a variance would not be needed. The applicant was asked to come back with the measurements of the underside of the canopy and above door height.

ACTION: Heather Green moved to table at the applicants request; Craig Bohning seconded and all were in favor.

AYES: Heather Green, Franz Stein, Andrew Hale, Craig Bohning
NOES: None
ABSTAIN: None

Passed 4 - 0 TABLED

5. Staff comment

Sean Staneart asked if anyone in the audience was present for a solar panel application for 422 Tyler Station Drive; the resident was present. An application was received but deemed incomplete lacking proper elevation photos, it was removed from the agenda. Andrew Hale explained that what they are looking for when they ask for the photos isn't only how they look on the home but also what will be seen from the neighboring properties. The pictures that need to be submitted need to be from the perspective of the neighbors. The contractor said they will have something for the next meeting.

6. Application # 10-16-50 Certificate of Appropriateness; Greenscape Court - New building construction

a. Application/Staff Report

Applicant Gary Pittman with A&E Properties was present along with Robert Miller with Tekton Engineering for the application. City Planner Trevor Traphagen reviewed his staff report; this application is for new construction, he called attention to high level items identified in the conclusion of his report:

1. The building is oriented with the front door toward the rear of the property, which is in direct conflict with the design guidelines.
2. The proposed driveway entrance occupies the majority of the street frontage of the property.
3. The provided renderings illustrate metal paneling, which is considered an undesirable material in the adopted design guidelines, however, is generally in line with most of the other buildings out there.

Craig Bohning said that he has a problem with the applicant using the public right of way (Greenscape Court) as part of their maneuvering area for trucks to the loading zone, and that most of the frontage is concrete. Craig said it feels like they are trying to throw in too much square footage; if they cannot provide the truck maneuverability on site, then it is a little too big for the space that is available. Board discussion on the potential for rotating the building 90 degrees, changing the orientation or reducing the square footage, consensus that they would like to see another design option with the building rotated and that the turning movements of semi-trucks can happen outside of the public right of way. Board agreement that building materials and color proposed are consistent with the other buildings in existence. Owner Gary Pittman said that making the buildings smaller is not going to be a huge benefit, and turning the building, cost-wise, does not make sense for him, he said "this is as good as it gets". He added that if it is downsized substantially, money-wise, it is not worth it to him, they will leave the property vacant. He said they have looked at this many different ways, nothing seems to work because it is such an odd-shaped property. Board Chair Heather Green said she still wants to see a different orientation of the building, to see if they can make it work; their main concern is that the trucks are going to be loading and taking up the area in the court. Sean Staneart said aside from the congestion, another piece that the city looks at is degradation of infrastructure, if it is going to cause a roadway that we are responsible to maintain to break down more quickly, that is a concern of the city's. Discussion on tabling the application

however Robert Miller said they would request a decision of the board.

Public comments - none

ACTION: Craig Bohning moved to approve; Franz Stein seconded and the vote was as follows:
AYES: Franz Stein
NOES: Heather Green, Andrew Hale, Craig Bohning
ABSTAIN: None

Failed 1 - 3

7. Section 1187 Recommendation - Demolition

a. Staff Report

Sean Staneart said this was the result of a conversation last week. In order to get the fee structure down, they need to make a recommendation to council for some edits. Request to move this topic to the next meeting.

8. Other Business

1. Quick discussion on changes to the sign code with regard to the signage on the agenda tonight.
2. Ms. Green asked if the applicant present for the solar panels was made aware that their application was removed from the agenda; staff said yes.

9. Adjourn

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

Passed 4 - 0

The meeting adjourned at 7:10 pm.