



Design Review Board
Tuesday, January 27, 2026 - 5:00 PM
MINUTES

1. Call to Order/Roll Call

Present - Board Chair Heather Green, Andrew Hail, Franz Stein, Craig Bohning

Absent - Dustin Gerkin

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

Public present - None

2. Public Comment on items not on the agenda

No comments

3. Action on Minutes

ACTION: Heather Green moved to approve the November 25, 2025 and December 3, 2025 minutes en bloc; Andrew Hale seconded and all were in favor.

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

NOES: None

ABSTAIN: None

Passed 4 - 0

a. November 25, 2025

b. December 3, 2025

4. Design Guidelines draft review and recommendation to Council

a. Draft

Sean Staneart said that Trevor (Planner) was not able to attend tonight however, he is able to attend next Tuesday's council meeting should this board decide to recommend approval. He said there are two parts to this, the modification of Chapter 1187 of the Codified Ordinance, and the Design Guidelines. Craig Bohning said it is his opinion that they have gone through this many times, don't let perfect be the enemy of good, he thinks they have a pretty good document, they should get it out there and they can figure out what any unintended consequences are and change if needed. Andrew Hale said he seconds that, it has been a year, and that would be his only concern, how easy will it be if they get to a point where they realize something in it is a mistake. Sean said if they get into a situation where they find something egregious, they can recommend modification to council and go through the amendment process.

ACTION: Heather Green moved to recommend approval of the Design Guidelines draft to council; Andrew Hale seconded and the vote was as follows:

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

NOES: None

ABSTAIN: None

Passed 4 - 0

ACTION: Craig Bohning moved to recommend council pass an ordinance for the revisions to Chapter 1187 as presented; Franz Stein seconded and the vote was as follows:

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

NOES: None

ABSTAIN: None

Passed 4 - 0

Some discussion on the procedure for moving recommendations to council. Sean Stanearth said he would recommend passage of the Design Guidelines in tandem with the Chapter 1187 amendments, staff to coordinate timing.

5. Other Business

No further business.

6. Adjourn

ACTION: Craig Bohning 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 ended at 5:39 pm.