



**Architectural Review and Historic Preservation Board
Regular Meeting Minutes
January 27, 2015**

1. CALL TO ORDER

Chairman John Murphy called the meeting of the Architectural Review and Historic Preservation Board to order at 6:30 pm in the Commission Chambers of City Hall. A quorum was declared present and the Pledge of Allegiance was recited.

Present: Chairman John Murphy, Vice-Chairman Tim Keating and Board Members: Phillip Baker, Wendy Byrd Jung, Chris Lee, and Michael Morrissey (arrived 6:34 p.m.)

Absent: none

Staff Present: Community Development Manager Steve Pash, Economic Development Director Tanja Gerhartz and CSR Kathleen Rathel

2. APPROVAL OF MINUTES

*Motion by Tim Keating to approve the regular meeting minutes of September 23, 2014
Seconded by Phillip Baker the motion carried unanimously 5 – 0.*

APPLICATIONS FOR CERTIFICATE OF APPROVAL

3. 360 W. Plant Street

Community Development Manager Pash presented a request for the property located at 360 W. Plant Street to approve the demolition of an existing non-contributing single family residential structure to construct a new 22,000 sq. ft. 3-story retail/office building. The property was recently purchased by the same group that is developing Plant Street Market and they plan on constructing the new building to resemble an old converted firehouse. Staff reviewed the request and found the proposed structure is consistent with the surrounding downtown character and recommends approval.

Jared Czachorowski of Blue House Development, LLC was present and answered questions from the Board. Board Member Baker asked if there was signage proposed to indicate the firehouse relationship to which Mr. Czachorowski replied it was just the architecture style.

Board Member Michael Morrissey arrived at 6:34 p.m.

Board Member Morrissey first stated he approved the look of the building. Mr. Morrissey suggested making the third floor window spacing from the upper parapet banding more consistent with the second floor window spacing to the second floor banding and to consider rescaling the large eastern third story windows. He also suggested making the muttons external which is more traditional.

Board Member Morrissey also wanted to comment on the external stair exposure and to suggest enclosing the stairs for long-term maintenance issues. Mr. Czachorowski liked the

open stair concept which also reflects some of the other downtown buildings. Discussion ensued on the architecture style.

Motion by Michael Morrissey to approve the request as submitted with suggested comments to reduce the third level to be in scale proportion to the second level and to use external muntins. Seconded by Tim Keating the motion carried unanimously 6 – 0.

4. 204 N. Lakeview Avenue

Community Development Manager Pash presented a request for removal and replacement of the windows and doors on the projecting front façade for the property located at 204 N. Lakeview Avenue. The replacement windows and doors would be similar to ones on other parts of the house and Staff recommends approval.

Board Member Morrissey suggested using a similar scale PGT window or storefront with vented awning style windows on the upper area to keep the look from the street.

Motion by Chris Lee to approve the request as submitted and to possibly incorporate suggestions made by the Board. Seconded by Wendy Byrd Jung the motion carried unanimously 6 – 0.

DISCUSSION

5. Criteria for Administrative Review

Community Development Manager Pash opened the discussion to ask for better clarification on the criteria to review applications through Staff and what would require Board review. Board Member Keating understands the amount of time it takes for commercial and residential projects is lengthy and believes for most residential projects, as long as it falls within the ordinance guidelines, that it should be approved administratively. Significant Commercial projects, unless they are a simple replacement, should be brought to the Board.

A discussion ensued to try to provide more information to businesses and residents in the Historic District and possibly place a note in the 'News You Can Use' quarterly publication.

6. ARHPB New Appointments

The Board terms were discussed and City Commission will decide new members. Members are allowed to serve two three-year terms but expired terms continue until someone new is appointed. The number of eligible applicants has been an issue.

ADJOURNMENT

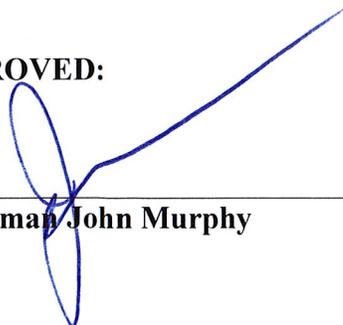
Chairman John Murphy adjourned the meeting at 7:06 pm.

ATTEST:



Customer Service Rep. Kathleen Rathel

APPROVED:



Chairman John Murphy