



ARCHITECTURAL REVIEW AND HISTORIC PRESERVATION BOARD
MEETING MINUTES
MARCH 22, 2022

1. **CALL TO ORDER**

Chairman Ryan Hinricher called the meeting of the Architectural Review and Historic Preservation Board to order at 6:32 pm in the Commission Chambers of City Hall. A moment of silence was followed by the Pledge of Allegiance.

Quorum was declared present.

Present: Chairperson Ryan Hinricher, Vice Chairperson Kay Cappleman and Board Members Eric Rainville and Jessica Stone.

Absent: Board Member Jared Czachorowski (excused).

Staff Present: Urban Designer Kelly Carson and Recording Secretary Colene Rivera.

Applicants: Joel Kagan of Intelligent Design, LTD; Diego Torres of Sightline 3-D; Brett Claflin of 1309 Kelso Blvd and Phil Baker of 125 W Smith Street.

2. **APPROVAL OF MINUTES**

Motion by Board Member Rainville to approve the meeting minutes of November 16, 2021. Seconded by Vice-Chairperson Cappleman, the motion carried unanimously 4 – 0.

APPLICATION FOR CERTIFICATE OF APPROVAL

3. **455 W Plant Street – 455 West; Joel Kagan**

Urban Designer Carson presented a proposed project for the address of 455 W Plant Street to construct a new two-story live/work townhome. The total building would be 6,260+/- square feet with first floor for commercial use, second floor residential with a ground floor garage and future phase of an above garage mother-in-law suite. She then proceeded to explain the design, layout and a building style of this proposed live/work building. City staff recommends approval of this project.

Board members had questions and discussion about awning style, size and design; commercial side large window on ground floor; concerns of residential side with change in building exterior materials; clarification of look on backside of building; accessory structure setbacks and portions in relationship to the main structure; second level connection from commercial to residential to break up large horizontal shape walkway; the single wood

column on residential first floor and landscaping for this project. Applicants and city staff responded to some of these comments, took notes and will revise elevations based on these recommendations. Applicants present Exhibit A during the meeting for reference and discussion amongst the board members.

Being a public meeting, this item was then opened to public. Phil Baker of 125 W Smith Street discussed concerns of design for this proposed project including suggestion of adding columns to the long-span of second level walkway connecting the garage with residence. He also inquired if sliding doors are allowed in the historical downtown area? City staff will have to get with back to board on this allowance.

Motion by Board Member Rainville to approve this project subject to staff conditions stated in staff report and to include board items of addressing single column on ground floor residence, long expansion walkway on second level and adjust front left window on first floor commercial side. Seconded by Vice-Chairperson Cappleman, the motion carried 3-0-1 with Chairman Hinricher abstaining.

4. 21 W Smith Street – Smith & Boyd Commercial Office Building; Brett Clafin

Urban Designer Carson presented this project to propose construction of a new 4,160 +/- square foot, single-story office building on the property located at 21 W Smith Street. The office building would have four tenant spaces with two entrances on Boyd Street and two entrances on W Smith Street. She continued to explain the proposed building style, materials and features, on-site parking and layout on the property along with staff conditions and recommendations. City staff recommends approval of this project.

Board members had discussion of overall look and design of building and suggested various alterations to make the building consistent with downtown structures.

Being a public meeting, this item was open to public. Phil Baker of 125 W Smith Street suggested the addition of wall sconces near the doorway entrances.

Motion by Board Member Stone to approve this project subject to staff conditions stated in staff report and to include board items of altering the entrance door kick plates, adding transom span windows across each doorway, look into flipping the door location with side windows and adding wall lighting sconces. Seconded by Chairperson Hinricher, the motion carried 4-0.

5. ADJOURNMENT

There being no further business, the meeting was adjourned at 7:30 pm to the next regular Architectural Review and Historic Preservation Board meeting scheduled for Tuesday, April 19, 2022 at 6:30 pm in the City Hall Commission Chambers.

ATTEST:

/S/

Recording Secretary Colene Rivera

APPROVED:

/S/

Chairperson Ryan Hinricher