

**Design and Review Board**  
**Meeting Minutes**  
**Thursday, May 14, 2020**

1. Call to Order/Roll Call: The meeting was called to order via teleconference at 6:00 p.m. Present were Paul Barker, Dana Huth, Sean O’Gorman, Jennifer Taylor and Matt Wolfe. Staff present: Brian Herr.
2. Approval of the meeting minutes from April 9, 2020: Sean O’Gorman motioned to approve the minutes, seconded by Dana Huth and the board approved.
3. Review and recommendations for the following applications:
  - I. **7437 Gayola Pl.-detached garage:** Matt Wolfe motioned to approve with the following stipulations: Provide trim around garage door, provide man door on west side and roofing to match house, seconded by Sean O’Gorman and the board approved.
  - II. **3558 Commonwealth:** Michael Rasch described the project Sean O’Gorman asked how much larger. Mr. Rasch indicated that larger than two times. He indicated that corbels would be added at the top of front gable. Dana Huth asked about the porch. Mr. Rasch indicated that the front porch would remain. Paul Barker asked about the roof covering. Matt Wolfe asked if an 8” skirt board could be added. Jennifer Taylor added that the roof pitch and overhang to match existing house. Paul Barker asked about the porch columns. Mr. Rasch indicated a stone base with 8x8 posts. Matt Wolf motioned to approve with the following stipulations: 8” skirt board and roof pitch and overhang to match existing house, seconded by Dana Huth and the board approved.
  - III. **7256 Arsenal St.-room addition and attached garage:** Jim Muehling provided plans and described the project. Sean O’Gorman asked about removal of the existing garage. Dana Huth asked about siding color. Mr. Muehling indicated that the current garage would be demolished and the siding would match. Sean O’Gorman motioned to approve, seconded by Paul Barker and the board approved.
  - IV. **7272 Sarah Ave.-conceptual review of a new house:** Richard Landmann described the proposed new construction house. Dana Huth asked about the rear entry garage. Mr. Landmann indicated that the garage would be attached to the house but not seen from the street. Sean O’Gorman asked about the height of the foundation exposed. Mr. Landmann indicated that 18” to 24” foundation showing. Paul Barker asked if the porch could be widened to at least 8’ wide. Sean O’Gorman described the front porches on the rest of the block. Sean O’Gorman motioned to approve with the following stipulation: Front porch to be full width, seconded by Jennifer Taylor and the board approved.
  - V. **7396 Flora Ave.-conceptual review of a new house:** Dhruv and Ritika Kar provided photos of a conceptual plan of the proposed house. Dana Huth indicated that both conceptual photos looked acceptable. Sean O’Gorman noted that two entrances would add to the corner of Flora and Sutton. Dana Huth indicated that the porch shown in the first concept was preferred. Mr. Kar asked about the attached garage. Ms. Kar indicated that they would like skylights in the center of the roof as shown in the sample photos.

VI. **7601 Manchester Rd.-Maplewood City Hall-rear staircase addition and building alteration:** Barry Greenberg provided plans and photos of the proposed building changes. Mr. Greenberg described the project and materials. Sean O’Gorman asked about the relationship with the firehouse. Mr. Greenberg indicated that the window layout is similar to the rest of city hall. Sean O’Gorman motioned to approve, seconded by Matt Wolfe and the board approved. Mr. Greenberg described the staircase project and the project details and materials. Revised plans were provided showing an awning over the man door with three small windows. Mr. Greenberg indicated the awning would be blue with a blue door. He described the windows on the east and west elevations and the channels between the panels. Dana Huth mentioned that the aluminum trim around the door and windows and trim around Hardi panels should be all the same color. Sean O’Gorman asked about the overhang on the building. He asked if the awning could match the firehouse awning and signage. Matt Wolfe agreed that the blue band should match the awning. Sean O’Gorman motioned to approve, seconded by Paul Barker and the board approved.

4. Other Business: None.
5. Adjournment: The meeting adjourned at 7:45 p.m.

Respectfully submitted,

Brian Herr  
Building Official/Fire Marshal