

**Design and Review Board
Meeting Minutes
Thursday, November 12, 2015**

1. Call to Order/Roll Call: The meeting was called to order at 6:00 p.m. Present were Paul Barker, Dana Huth, Whit Lynn and Sean O’Gorman. Staff present: Brian Herr. Excused: Matt Wolfe.
2. Approval of meeting minutes from October 8, 2015: Paul Barker made a motion to approve, seconded by Whit Lynn. The motion was approved unanimously.
3. Review and recommendations for the following applications:
 - I. **7124 Manchester Ave.-Planet Score Records-wall signs (revised):** Joe Stulce presented photos and a rendering of the proposed wall sign. Paul Barker asked how the sign would be mounted. Mr. Stulce provided a mounting detail. Paul Barker motioned to approve the wall sign with the option of a black boarder on the sign edge, seconded by Whit Lynn. The motion was approved unanimously.
 - II. **7335 Manchester Rd.-Clarkson Eyecare-wall sign and ground sign panel:** Chris Smith provided a rendering of the proposed signage. Whit Lynn asked if the building sign band EFIS would be re-painted. Mr. Smith indicated that it would remain the current color. Whit Lynn motioned to approve, seconded by Dana Huth. The motion was approved unanimously.
 - III. **7403 Manchester-Studio Art-awning sign and wall sign:** Sherry and Kayla Alfonso presented a rendering of the proposed signage. Paul Barker asked how the sign would be mounted to the building. Ms. Alfonso provided the mounting detail from the sign contractor which indicated mounting directly to the brick. Paul Barker asked if the sign could be mounted on spacers or mounted tight to the brick. Sherry indicated that the plan was to mount it tight to the brick but liked the idea of spacing off of the brick. Sean O’Gorman motioned to approve with the following stipulation: Awning sign concept #2 approved, applicant to provide a rendering after the adjacent tenant mounts their sign, duly seconded by Dana Huth. The agenda item was tabled until the adjacent tenant sign was mounted.
 - IV. **3000 S. Hanley Rd.-Porsche-new building:** No one was present. Elevations and a color rendering were provided for comment. Whit Lynn motioned to approve the conceptual plans with the applicant to bring material samples and color samples to the next D&R meeting, seconded by Dana Huth. The motion was approved unanimously.
 - V. **2309 S. Big Bend Blvd.-Smart Rentals-wall sign:** Igal Alon presented a rendering of the proposed signage. Sean O’Gorman asked how the sign would be mounted. Mr. Alon mentioned that the sign would be mounted to a wall between the brick columns on the porch. Mr. Alon mentioned that the slogan shown on the rendering “Landlord’s Best Friend” would need to be removed because it’s a trademark. Paul Barker mentioned that a monument sign would be more in keeping with the signage on Big Bend. This item was then tabled.
 - VI. **7266-70 Manchester Rd.-exterior alterations:** Patrick Jugo provided a drawing of the proposed exterior alterations. Mr. Jugo described the location of the rear parking lot area of the building being modified. Mr. Jugo provided manufacturer’s literature of the corrugated metal material in both a painted brown and a galvanized metal. Whit Lynn noted that no other building on Manchester uses galvanized metal as a building finish material. Sean O’Gorman motioned to approve, seconded by Paul Barker. The motion was approved unanimously.

4. Other Business: None.
5. Adjournment: The meeting adjourned at 6:50 p.m.

Respectfully submitted,

Brian Herr
Building Official/Fire Marshal