

**Design and Review Board
Meeting Minutes
Tuesday, June 7, 2016**

1. Call to Order/Roll Call: The meeting was called to order at 7:00 p.m. Present were Paul Barker, Dana Huth, Sean O’Gorman and Matt Wolfe. Staff present: Brian Herr.
2. Approval of meeting minutes from May 11, 2016: Sean O’Gorman motioned to approve, seconded by Matt Wolfe. The motion was approved.
3. Review and recommendations for the following applications:
 - I. **7259 Zephyr Pl. – room addition:** No one was present. Dana Huth motioned to approve with the following stipulation: exterior finish materials to be submitted at a later date, size, roof pitch, windows approved, seconded by Paul Barker. The motion was approved unanimously.
 - a. Revised renderings were submitted via email on 6/14/16 and approved unanimously.
 - II. **7400 Manchester Rd.-Rich’s Hair Salon-projecting sign & awning:** Rich Ragsdale provided photos and sign details. Sean O’Gorman asked about the awning color. Mr. Ragsdale indicated that the proposed awning would be green and the projecting sign would be an aluminum composite sign. Paul Barker asked if the awning could be covered in black. Mr. Ragsdale indicated that the awning is an existing relocated awning that is currently covered in green. Sean O’Gorman motioned to approve with the following stipulation: Tiffany’s sign to match the currently proposed Rich’s sign, seconded by Matt Wolfe. The motion was approved unanimously.
 - III. **2100 Bellevue Ave.-Tysan Properties-awning sign:** Stephanie presented a rendering of the proposed awning. Paul Barker asked about the color. Stephanie indicated that it will be royal navy. Sean O’Gorman asked if the street names could be removed from the proposal. Stephanie agreed. Sean O’Gorman motioned to approve with the following stipulation: Address numbers only without street name, seconded by Dana Huth. The motion was approved unanimously.
 - IV. **7326 B Manchester Ave.-Maplewood I Scream-window display sign:** Michael McLaughlin presented a rendering of the proposed window display sign. Mr. McLaughlin mentioned that he would like to paint the storefront in addition to the window sign. Mr. McLaughlin provided paint samples of a light grey on top and a purple at the base to match the sign. Sean O’Gorman motioned to approve, seconded by Dana Huth. The motion was approved unanimously.
4. Other Business:
 - Jeff Marx of Autohaus BMW presented conceptual plans of exterior modifications to the building located at 3015 S. Hanley Avenue. Jeff also provided material samples of a smooth tooled EFIS (exterior finish insulation system) material. Mr. Marx explained that the plans would need to be approved by BMW prior to resubmitting. Mr. Marx also mentioned that he would like specific approval of the EFIS material provided before moving ahead with the plans. The members had no objections to the conceptual plans or the material samples provided.
 - David Schlafly provided a rendering and a conceptual plan of exterior modifications to the building located at 7401 Manchester Avenue. Dana Huth asked about the plans for the current awnings. Mr. Schlafly indicated that the awnings would be removed and no plans to replace them. Paul Barker asked if the existing brickwork would remain. Mr. Schlafly said that the masonry at the storefront openings shown in the rendering would be removed and the masonry above would remain. David indicated that once the plans were fully developed and more details of the exterior changes were decided upon the project would be resubmitted for final approval. The members had no objections to the conceptual plan and the demolition of the masonry at the storefront openings.
5. Adjournment: The meeting adjourned at 7:00 p.m.

Respectfully submitted,

Brian Herr
Building Official/Fire Marshal