

**ARCHITECTURAL REVIEW BOARD MINUTES
MARCH 5, 2020**

Tom Erman called the meeting to order.

Roll Call: Virginia Eckhoff, present, Tom Erman, present, Kris Anderson, absent, Alderman Kemper, present.

Also present were Mayor Kate Hatfield, John Morgan, Building Commissioner and Zoning Administrator and, Jon Jespersen, Building Inspector and Plan Reviewer.

Virginia Eckhoff moved to approve the agenda, second by Tom Erman, motion passed.

Approval of the Minutes: Virginia Eckhoff moved to approve the minutes of February 27, 2020, Tom Erman, second, motion passed.

New Business:

- 1. 1688 Frontenac Woods: Request approval of an addition on the back of the home. Elizabeth Panke, architect presented the plans to the Board. They are removing all the existing vinyl siding and wanting to construct an addition to enlarge the kitchen. All the new siding will be hardi-board to match the closet addition that was approved last year. Ms. Penke stated that she had to design a shed roof for this addition due to several second-floor windows that would be in the way if a standard roof were installed. The trustees have approved this. There was discussion regarding the siding and the approval from last year. Tom Erman moved to approve as submitted, second by Virginia Eckhoff, motion passed.**

- 2. 20 Villa Coublay: Request preliminary approval of a proposed home. John Morgan stated that this is actually not a new home but a large addition to the existing home and remodel. The board reviewed the plans and the overall concept is fine however there needs to be some clarifications and further information in order to review the proposal. The board asked the John Morgan inform the contractor that the following items need to be addressed:**

- **The brick along the side and back is a straight line which appears to be the line of 60% masonry which is the primary front material. This will not look right and there should be architectural features added or addition brick added.**
- **There is exposed concrete that the board does not approve. Although this is existing, this is a large addition and something could be done in that area.**
- **The existing garage doors are side entry and a landscaping plan should address screening of the garage doors from the street and neighbor.**
- **Grade lines need to be added to the site plan showing existing and proposed grades and how storm water will flow.**
- **There are not details on the deck, materials, colors, etc.**
- **Storm water remediation will be required, where will this be located and what type is being proposed.**
- **Will need a full landscaping plan.**

This was a preliminary review, John Morgan will inform the contractor of the noted information and formal submittal will need to address these issues and no further action is required on this item.

Old Business:

- 1. 38 Countryside: Request approval of a new home. The contractor did not submit additional information. Virginia Eckhoff moved to continue to the March 12, 2020 meeting, second by Tom Erman, motion passed.**
- 2. 3000 Regis: Request approval of a new home and tree preservation plan. This item was continued from the last meeting. The contractor, Bob Berkley, presented the plans to the board addressing the additional information that the board requested. The board stated that on the tree preservation plan the large white pine that is being removed will need to be replaced with a new grand tree as defined in the tree preservation ordinance and Mr. Berkley stated that this can be done. The revised building plans addressed issues from the previous review. Tom Erman moved to approval the tree preservation plan, landscaping plan and building plans with the stipulation that the removed white**

pine be replaced with another grand tree somewhere on the lot, second by Virginia Eckhoff, motion passed.

- 3. 16 Villa Coublay: Request approval of a landscaping plan for the new home. This was continued from the February 27, 2020 meeting. Nothing new has been submitted. Virginia Eckhoff moved to continue this until the March 12, 2020 meeting, second by Tom Erman, motion passed.**
- 4. 2701 North Geyer: Request approval of the landscaping plan for a new home. This item was continued from the February 27, 2020 meeting. The contractor, Nick Luiza, presented a revised plan to the board addressing the issues brought up at the last meeting. The board determined that all the concerns were addressed. Tom Erman moved to approve as submitted on the revised plan, second by Virginia Eckhoff, motion passed.**
- 5. 700 Dominion: Request approval of a landscaping plan for the new house. This was continued from the February 27, 2020 meeting. The contractor, Nick Luiza, presented a revised plan addressing the concerns of the Board. Virginia Eckhoff inquired about the type of Junipers that will be installed. Mr. Luiza called his landscaper who stated that the junipers will be upright Chinese Junipers. Mrs. Eckhoff stated that this type will work well in the proposed location and provide the needed year-round screening. Virginia Eckhoff moved to approved as submitted, second by Tom Erman, motion passed.**
- 6. Arbors of Frontenac: Request approval of the landscaping plan. This was continued from the February 27, 2020 meeting pending additional landscaping and a better variety of species on the south side of the retention pond. A revised plan was submitted. Virginia Eckhoff stated that the revised plan still does not address the concerns of the commission. After further discussion it was decided that John Morgan should meet with the contractor and recommend that one large planting area with a variety of species including four season species of varying heights should be considered. Virginia Eckhoff moved to continue this until the March 12, 2020 meeting, second by Tom Erman, motion passed.**

The next meeting will be March 12, 2020.

Being no further business, Virginia Eckhoff moved to adjourn, Tom Erman second, motion passed.