

**SPECIAL MEETING
MINUTES
Design Review Board
March 16, 2022, at 5:30 PM
VIA ZOOM MEETING PLATFORM**

The Meeting Called to Order by COUNCIL LIAISON FRANK DAVIS at 5:30PM

Roll Call-Board Members

| Design Review Board | Present | Absent | Excused |
|---|----------------|---------------|----------------|
| Savannah Anderson | X | | |
| Peter Gaffer | X | | |
| Stephan Green | X | | |
| Lori Gunnell | X | | |
| Ben Lepley | | | X |
| Scot Perfect, Vice Chair | X | | |
| Ed Briggs | | | X |
| Frank Davis, Council Liaison to the Board | X | | |
| Doug Taylor, City Planner | X | | |

CALL TO THE PUBLIC: NONE

Agenda Item 1.

Application #: 22-08

Address: 14 B Art Avenue

Contributing / Non-Contributing: (NC) #992

Property Owner / Representative: Sean & Mary Mooney

Description of Work to be done:

Replace front door, one window in kitchen and two windows in bathroom

Mr. Mooney spoke regarding his application.

Mr. Taylor gave his staff report for this application.

MOTION: Mr. Gaffer moved to approve application 22-08 as submitted.

SECOND: Ms. Gunnell

Roll Call Vote:

AYES: Anderson, Gaffer, Green, Gunnell, and Perfect

NAYS: 0

MOTION PASSED: UNANIMOUSLY

Agenda Item 2.

Application #: 22-10 (B)

Address: 114 B Quality Hill Rd. (Ledge Ave.)

Contributing / Non-Contributing: (C) # 764

Property Owner / Representative: Chuck & Patricia Coughlin / Brian Hope

Description of Work to be done:

Remodel & Structural rehab of 2 Story Single Family Residence.

The 300ft. Notification was sent out on February 28, 2022

At the time of this agenda there were no public comments submitted.

PUBLIC HEARING

CALL FOR THE APPLICATION:

Mr. and Mrs. Coughlin regarding their application to the Board and answered questions.

STAFF REPORT:

Mr. Taylor gave his staff report for this application

DECLARE THE PUBLIC HEARING OPEN AND RECEIVE PUBLIC COMMENTS:

Mr. Perfect declared the public hearing open

There were no comments in opposition or in favor of this application.

DECLARE THE PUBLIC HEARING CLOSED:

Mr. Perfect declared the public hearing closed.

BOARD DISCUSSION

STAFF COMMENTS:

Mr. Taylor spoke regarding the application.

BOARD WILL MOTION AND VOTE

MOTION: Mr. Gaffer moved to approve application 22-10(B) as presented provided that the applicant provide to the City Planner within a reasonable amount of time a marked-up version of the application which details as best as he can at this time the changes which are being made to the outside of the structure for record purposes

SECOND: Mr. Perfect

Roll Call Vote:

AYES: Anderson, Gaffer, Green, Gunnell, and Perfect

NAYS: 0

MOTION PASSED: UNANIMOUSLY

[Agenda Item 3.](#)

Application #: 22-11

Address: 605D Adams

Contributing / Non-Contributing: (NC) # 320

Property Owner / Representative: Tom & Janet Northrop / Brian Hope

Description of Work to be done:

New Construction of 120 Square Foot Garden Shed

The 300ft. Notification was sent out on February 28, 2022

At the time of this agenda there were no public comments submitted.

PUBLIC HEARING

CALL FOR THE APPLICATION:

Mr. and Mrs. Northrop regarding their application

STAFF REPORT:

Mr. Taylor gave his staff report for this application

DECLARE THE PUBLIC HEARING OPEN AND RECEIVE PUBLIC COMMENTS:

Mr. Perfect declared the public hearing open

There were no comments in opposition or in favor of this application.

DECLARE THE PUBLIC HEARING CLOSED:

Mr. Perfect declared the public hearing closed.

BOARD DISCUSSION

STAFF COMMENTS

BOARD WILL MOTION AND VOTE

MOTION: Ms. Gunnell moved to approved application 22-11 to be approved as is
SECOND: Mr. Gaffer

Roll Call Vote:

AYES: Anderson, Gaffer, Green, Gunnell, and Perfect

NAYS: 0

MOTION PASSED: UNANIMOUSLY

Staff Comments (ONLY STAFF TO SPEAK / NO DISCUSSION)

- **Mr. Taylor spoke regarding the Design Review Board Name Change- City Attorney comments regarding.**

Adjournment: 7:30PM

MOTION: Mr. Gaffer moved to adjourn.

SECOND: Mr. Perfect