

DOWNTOWN ARCHITECTURAL REVIEW BOARD AGENDA

June 2, 2015
12:00 PM

Meeting Rooms D-E
City-County Government Center

160 South Macy Street
Fond du Lac, Wisconsin

I. CALL TO ORDER

- A. Attendance
- B. Declaration Quorum Present

II. APPROVAL OF MINUTES

May 5, 2015

III. ACTIONS

A. 30 South Main Street

Applicant: Marian University
Project Representative: Dan Nielsen, Flyway Signs
Project: Install new wall sign to identify *Marian University*.

B. 123 South Main Street

Applicant: Reminiscence
Project Representative: John Papenheim, Papenheim's Signcrafters
Project: Install one projecting sign and one wall sign to identify *Reminiscence*.

IV. ADJOURN

"The City of Fond du Lac provides equal opportunities and services to all individuals, including those individuals with disabilities."

DOWNTOWN ARCHITECTURAL REVIEW BOARD MINUTES

May 5, 2015
12:00 P.M.

Meeting Room D-E
City-County Government Center

160 South Macy Street
Fond du Lac, Wisconsin

CALL TO ORDER

ROLL CALL: Present: Scott Draves
Tom Meiklejohn III
Jamie Molitor
Stan Ramaker

Absent: Terrence Gaffney
Steve Schoofs
Sarah Van Buren

Administrative Staff: Joellyn Dahlin, Principal Planner

DARB Staff Representative Dahlin declared a quorum present.

ELECTION OF OFFICERS

Chairperson

Motion made by Ramaker to elect Scott Draves as Chairperson of the
Downtown Architectural Review Board.

Seconded by Molitor.

ROLL CALL VOTE: Aye - Draves, Meiklejohn, Molitor, Ramaker
Nay - None

Carried.

Scott Draves assumed the Chair and opened the nomination for Vice-
Chairperson.

DOWNTOWN ARCHITECTURAL REVIEW BOARD MINUTES

May 5, 2015

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Vice-Chairperson

Motion made by Meiklejohn to elect Jamie Molitor as Vice-Chairperson of the Downtown Architectural Review Board.

Seconded by Draves.

ROLL CALL VOTE: Aye - Draves, Meiklejohn, Molitor, Ramaker
 Nay - None

Carried.

Secretary

Motion made by Meiklejohn to elect Steve Schoofs as Secretary of the Downtown Architectural Review Board.

Seconded by Ramaker.

ROLL CALL VOTE: Aye - Draves, Meiklejohn, Molitor, Ramaker
 Nay - None

Carried.

APPROVAL OF MINUTES

April 7, 2015

Motion made by Ramaker to approve the minutes of the regular meeting of the April 7, 2015 Downtown Architectural Review Board as presented.

Seconded by Molitor.

ROLL CALL VOTE: Aye - Draves, Meiklejohn, Molitor, Ramaker
 Nay - None

Carried.

ACTIONS

14 South Portland Street (*Meyer Property Group, LLC*)

Project: Façade renovation – final design.

Appearance:

Sam Meyer, Project Applicant/Property Owner, 42 N Main Street

Motion made by Ramaker to approve the project based on findings that the proposed renovation complies with the spirit and intent of the Downtown Design Overlay District regulations and the Downtown Fond du lac Partnership Design Guidelines.

Seconded by Molitor.

ROLL CALL VOTE: Aye - Draves, Meiklejohn, Molitor, Ramaker
 Nay - None

Carried.

64 North Main Street (*Mix It Up Bakery*)

Project: Revised proposal – wall signs.

Appearance:

Scott Steffen, Project Representative, 311 E 11th Street

Motion made by Draves to approve the project, based on findings that the signage complies with the spirit and intent of the Downtown Design Overlay District regulations and the Downtown Fond du Lac Partnership Design Guidelines, with the following condition:

1. The non-conforming cabinet sign must be removed prior to the installation of any new signage. This is a zoning code requirement and applies regardless of any action taken by the Downtown Architectural Review Board.

Seconded by Meiklejohn.

ROLL CALL VOTE: Aye - Draves, Meiklejohn, Molitor, Ramaker
 Nay - None

Carried.

31 S Main Street (*Lillian's*)

Project: Wall sign (Sheboygan Street).

Appearances:

John Papenheim, Project Representative, 15 5th Street
Tracy Mathweg, Owner of *Lillian's*, 27 S Main Street

Motion made by Molitor to approve the new wall sign as proposed, based on findings that the sign is reflective of the requirements of the Downtown Design Overlay District and the Downtown Fond du Lac Partnership Design Guidelines.

Seconded by Ramaker.

ROLL CALL VOTE: Aye - Draves, Meiklejohn, Molitor, Ramaker
 Nay - None

Carried.

21 E 2nd Street (*Health Care Solutions*)

Project: Wall signs (Two on south wall and two on north wall, plus one directory sign on each north and south walls.)

Appearance:

Scott Steffen, Project Representative, 311 E 11th Street

Michael Leb, Property Owner, 300 Gertrude Avenue

Motion made by Ramaker to approve the project, based on findings that the signage complies with the spirit and intent of the Downtown Design Overlay District regulations and the Downtown Fond du Lac Partnership Design Guidelines, with the following conditions:

1. Sign size shall be uniform and in compliance with zoning regulations for allowable area.
2. Sign design shall be uniform and utilize the same background color for each sign panel.

Seconded by Meiklejohn.

ROLL CALL VOTE: Aye - Draves, Meiklejohn, Molitor, Ramaker
 Nay - None

Carried.

DOWNTOWN ARCHITECTURAL REVIEW BOARD MINUTES

May 5, 2015

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ADJOURN

Motion made by Draves to adjourn.

Seconded by Meiklejohn.

ROLL CALL VOTE: Aye - Draves, Meiklejohn, Molitor, Ramaker
 Nay - None

Carried.

Meeting adjourned at 12:34 p.m.

MARGARET HEFTER, CITY CLERK

MH/ke

DOWNTOWN DESIGN REVIEW



PROJECT LOCATION: 30 South Main Street

BUSINESS NAME: Marian University

APPLICANT INFORMATION

PROJECT REPRESENTATIVE BUSINESS OWNER PROPERTY OWNER

ADDRESS: Flyway Signs
N.5528 Miranda Way, Fond du Lac WI 54937

EMAIL: [REDACTED]

PHONE: [REDACTED]

PROPOSED PROJECT

- EXTERIOR PAINT
- ROOF
- WINDOWS (REPLACEMENT WINDOWS AND/OR NEW WINDOW OPENING)
- EXTERIOR DOORS (REPLACEMENT AND/OR NEW DOOR OPENING)
- SIGN(S)
- AWNING(S)
- EXTERIOR REPAIR/ALTERATION
- BUILDING ADDITION/EXPANSION
- NEW BUILDING

DESCRIPTION OF PROPOSED PROJECT

Remove Existing Metal Letters & Install New
Metal Letters

Submit application package to the Community Development Office
(4th floor, City-County Government Center)

The submittal of a project application package via email is acceptable.
Please contact the Community Development office at (920) 322-3440 prior to submittal.
Electronic application submittals should be directed: jdahlin@fdl.wi.gov





nielsen
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Specifications

Exterior Signage

- .25" Flat Cut Brushed Aluminum Flat Cut Metal Letters
- 10.6" x 257.8"

APPROVED BY: _____

DATE: ___/___/2014

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CUSTOMER REPRESENTATIVE: Dan	CUSTOMER: Marian University		
DRAWN BY: Bacca	DRWN DATE: 05.04.2015	DRWN REV#: 3	SCALE: NTS
DRAWN FILE NAME: 38267 Center for Health Signs			
PROJECT DESCRIPTION: Layout for approval			

CITY OF FOND DU LAC - Memorandum

Department of Community Development

Date: May 28, 2015
To: Downtown Architectural Review Board
From: Joellyn Dahlin, Principal Planner
Re: Project Review – 30 South Main Street

Project Analysis

Proposal: Install wall sign on south façade (Sheboygan Street).
Historic Status: N/A
Design Review: The Downtown Architectural Review Board must determine that the proposed signage complies with the spirit and intent of the Downtown Design Overlay District regulations and the Downtown Fond du Lac Partnership Design Guidelines.

Marian University proposes the installation of new wall signage for the former Nielsen building on South Main Street in Downtown Fond du Lac. Individual letters at the far northern end of the Main Street façade identified the former tenant. The new signage for Marian University would be sited in the same location and composed of individual brushed aluminum metal letters. The sign would not be illuminated.

Findings

The Downtown Design Overlay District is intended to:

- Preserve and restore unique and historic buildings;
- Ensure the coordinated design of new buildings and changes to existing buildings;
- Minimize adverse impacts on adjacent properties from buildings that may detract from the character and appearance of the district;
- Aid in improving the overall economic vitality of the district.

Recommendation

The Downtown Architectural Review Board must determine that the proposed signage complies with the spirit and intent of the Downtown Design Overlay District regulations and the Downtown Fond du Lac Partnership Design Guidelines.

The Downtown Architectural Review Board must consider the materials, colors and architecture of the building in approving suitable signage, and consider the purpose and intent of appropriate signage.

Reflective of the requirements of the Downtown Design Overlay District and the Downtown Fond du Lac Partnership Design Guidelines, Community Development staff recommends approval of the wall sign as proposed.

CITY OF
Fond du Lac
DOWNTOWN DESIGN REVIEW

PROJECT APPLICATION

DATE SUBMITTED: 5/21 DARB MEETING DATE: 6/2

PROJECT LOCATION: 123 S Main Street

BUSINESS NAME: REMINISCENCE

APPLICANT INFORMATION

PROPERTY OWNER: _____
ADDRESS: _____
EMAIL ADDRESS: _____
PHONE: (____) _____

PROJECT REPRESENTATIVE: POPENHEIM'S SIGNCRALTERS
____ARCHITECT ____ENGINEER CONTRACTOR ____OTHER
ADDRESS: 15 5TH FDL
EMAIL ADDRESS: [REDACTED]
PHONE: [REDACTED]

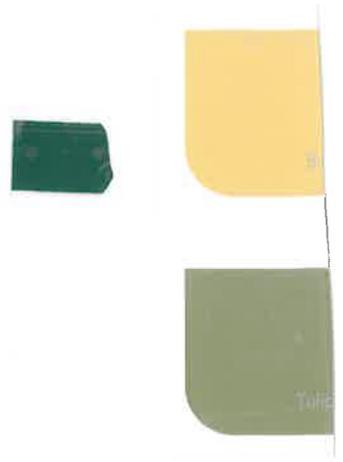
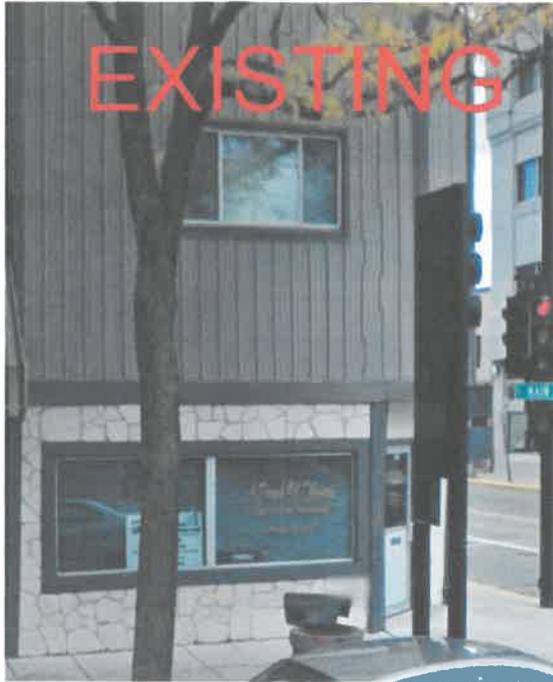
PROJECT INFORMATION

- MINOR REPAIR/ALTERATIONS (PAINT, ROOF, WINDOWS)
- EXTERIOR RENOVATION
- SIGN(S)
- AWNING(S)
- BUILDING ADDITION/EXPANSION
- NEW BUILDING

DESCRIPTION OF PROPOSED PROJECT:

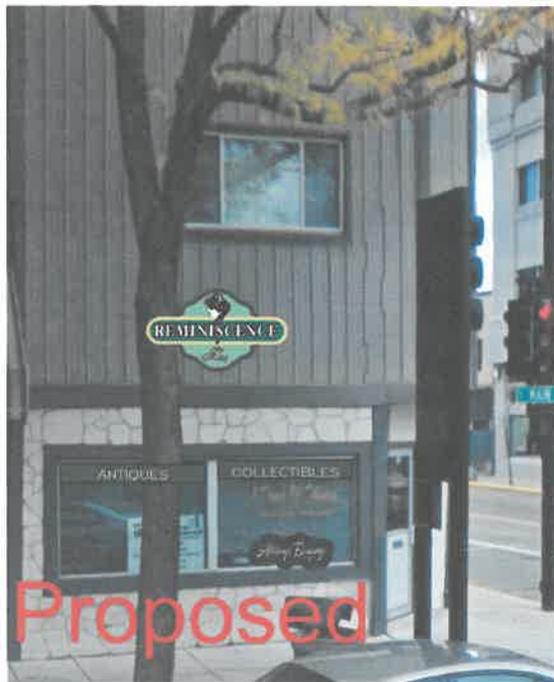
INSTALL 8 sq ft PROJECTING SIGN ABOVE DOOR
INSTALL 24 sq ft Wall SIGN ON MAIN ST. SIDE
THERE IS NO EXISTING SIGNAGE ON BUILDING

Main Street 21' frontage



6' 6" x 3' 8"
Dibond sign
Dimensional
REMINISCENCE
6mm PVC plastic
Remainder vinyl graphics

GRAY
MATCHES
TRIM
ON
BLDING



2nd Street 56' frontage



2'x4' Projecting
sign above
angled door
Double Dibond faces
with finished edges
approx 2" thick. Dimensional
PVC letters
REMINISCENCE



CITY OF FOND DU LAC - Memorandum

Department of Community Development

Date: May 28, 2015
To: Downtown Architectural Review Board
From: Joellyn Dahlin, Principal Planner
Re: Project Review – 123 South Main Street

Project Analysis

Proposal: Install projecting sign and wall sign (Main Street façade).
Historic Status: N/A
Design Review: The Downtown Architectural Review Board must determine that the proposed signage complies with the spirit and intent of the Downtown Design Overlay District regulations and the Downtown Fond du Lac Partnership Design Guidelines.

Signage is planned for a new business that will occupy an existing commercial building located at the northeast corner of South Main Street and East Second Street. Two signs are proposed: A wall sign on the Main Street façade of the building and a projecting sign at the southwest corner of the building.

The proposed signs utilize the same color palette, graphics, and design. Each sign is a Dibond composite sign with dimensional letters. The signs would not be illuminated. The signs comply with zoning regulations for allowable size and sign type.

Findings

The Downtown Design Overlay District is intended to:

- Preserve and restore unique and historic buildings;
- Ensure the coordinated design of new buildings and changes to existing buildings;
- Minimize adverse impacts on adjacent properties from buildings that may detract from the character and appearance of the district;
- Aid in improving the overall economic vitality of the district.

Recommendation

The Downtown Architectural Review Board must determine that the proposed signage complies with the spirit and intent of the Downtown Design Overlay District regulations and the Downtown Fond du Lac Partnership Design Guidelines.

The Downtown Architectural Review Board must consider the materials, colors and architecture of the building in approving suitable signage, and consider the purpose and intent of appropriate signage.

Reflective of the requirements of the Downtown Design Overlay District and the Downtown Fond du Lac Partnership Design Guidelines, Community Development staff recommends approval of the projecting and wall signs as proposed.