

# **DOWNTOWN ARCHITECTURAL REVIEW BOARD AGENDA**

August 2, 2016  
12:00 PM

Meeting Room D  
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**

June 7, 2016

## **III. ACTIONS**

- A. 40 E Division Street (*Essential Rock Church*)

Applicant: Essential Rock Church  
Project Representative: Lauren Herlache/Flyway Signs  
Project: Wall sign panel and monument sign panel.

## **IV. ADJOURN**

# DOWNTOWN ARCHITECTURAL REVIEW BOARD MINUTES

June 7, 2016

12:00 P.M.

Meeting Room D  
City-County Government Center

160 South Macy Street  
Fond du Lac, Wisconsin

## CALL TO ORDER

ROLL CALL: Present: Deborah Doll  
Scott Draves  
Howard Floeter  
Stan Ramaker  
Steve Schoofs

Absent: Jamie Molitor  
Scott Stelmacher

Administrative Staff: Joellyn Dahlin, Principal Planner

Chairperson Draves declared a quorum present.

## APPROVAL OF MINUTES

May 3, 2016

Motion made by Ramaker to approve the minutes of the regular meeting of the May 3, 2016 Downtown Architectural Review Board as presented.

Seconded by Floeter.

ROLL CALL VOTE: Aye – Doll, Draves, Floeter, Ramaker, Schoofs  
Nay – None

Carried.

## ACTIONS

**110 South Main Street** (*The Bagelmeister*)

Project: Install new awning (front façade).

Appearance:

Mike Damm, Project Applicant, 110 South Main Street

Motion made by Floeter to approve the project based on findings that the change to building appearance complies with the spirit and intent of the Downtown Design Overlay District regulations and the Downtown Fond du Lac Partnership Design Guidelines.

Seconded by Doll.

ROLL CALL VOTE:     Aye – Doll, Draves, Floeter, Ramaker, Schoofs  
                              Nay – None

Carried.

*Draves stepped down as chairperson and left the Board; Board Member Floeter assumed the Chair.*

**78 North Main Street** (*Blueprint Solutions*)

Project: Install new second story windows (replacement), repair brick on east and west walls, roof and eave repairs.

Appearance:

Scott Draves, Project Applicant, 78 North Main Street

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

Seconded by Schoofs.

ROLL CALL VOTE:     Aye – Doll, Floeter, Ramaker, Schoofs  
                              Nay – None

Carried.

*Draves returned to the Board and reassumed the Chair.*

**36 Third Street** (*Auto Plus*)

Project: Install new awning (front entrance) and replace sign panel in nonconforming ground sign.

Appearance:

Stephen Franklin, Project Representative, 36 Third Street

Motion made by Schoofs to approve a new awning and sign panel change for the existing ground sign based on the following:

1. Approval of the awning, as proposed, including illumination, complies with the intent of Downtown Design Regulations.
2. Property circumstances are not evident to suggest that the existing cabinet signs are architecturally or historically significant, or unique in design and structure, to justify continued use. Approval of the proposed change in signage for the property shall be contingent on the removal of all nonconforming cabinet signs in accord with zoning regulations.
3. Replacement of the ground sign panel of the same size and area as existing sign panel complies with zoning regulations.

Seconded by Ramaker.

ROLL CALL VOTE: Aye – Doll, Draves, Floeter, Ramaker, Schoofs  
Nay – None

Carried.

**ADJOURN**

Motion made by Floeter to adjourn.

Seconded by Doll.

ROLL CALL VOTE: Aye – Doll, Draves, Floeter, Ramaker, Schoofs  
Nay – None

Carried.

Meeting adjourned at 12:22 p.m.

MARGARET HEFTER, CITY CLERK

# DOWNTOWN DESIGN REVIEW



PROJECT LOCATION: 40 E Division St.

BUSINESS NAME: Essential Rock Church

## APPLICANT INFORMATION

PROJECT REPRESENTATIVE     BUSINESS OWNER     PROPERTY OWNER

ADDRESS: N5528 Miranda Way

EMAIL: [REDACTED]

PHONE: [REDACTED]

## PROPOSED PROJECT

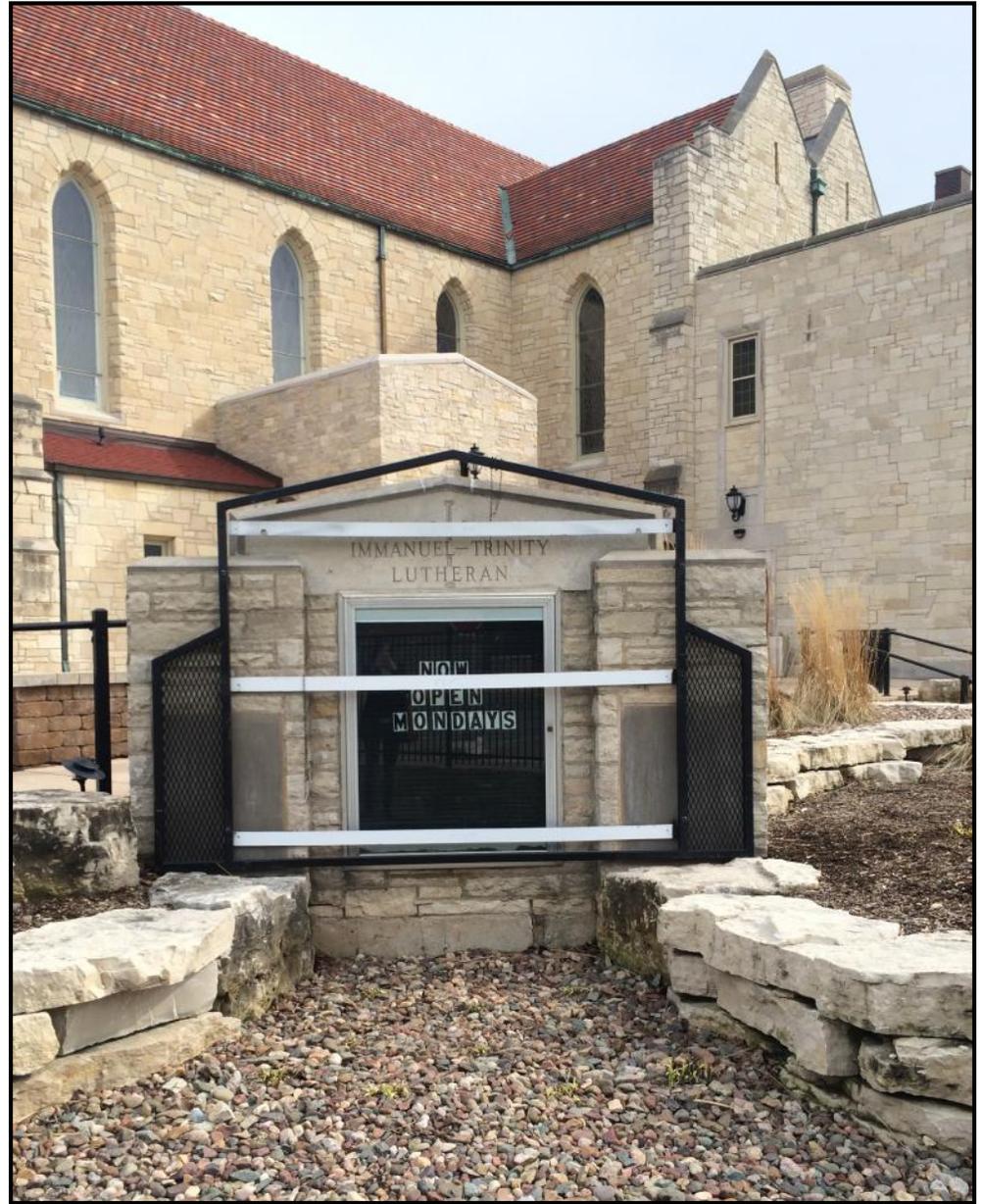
- EXTERIOR PAINT
- ROOF
- WINDOWS (REPLACEMENT WINDOWS AND/OR NEW WINDOW OPENING)
- EXTERIOR DOORS (REPLACEMENT AND/OR NEW DOOR OPENING)
- SIGN(S)
- AWNING(S)
- EXTERIOR REPAIR/ALTERATION
- BUILDING ADDITION/EXPANSION
- NEW BUILDING

## DESCRIPTION OF PROPOSED PROJECT

2 non-lighted signs with dimensional letters applied to the backer panels. Please see mockup for size + color.

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

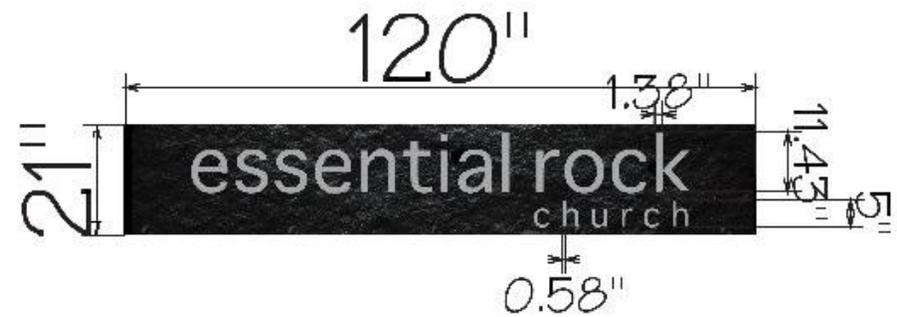
The submittal of a project application package via email is acceptable.  
Please contact the Community Development office at (920) 322-3440 prior to submittal.  
Electronic application submittals should be directed: [jdahlin@fdl.wi.gov](mailto:jdahlin@fdl.wi.gov)



# PROPOSED WALL SIGN

## Specifications

- 21" x 120"
- Dibond Panel w/Printed and Laminated Graphics
- Dimensional Letters



# PROPOSED CHANGE TO EXISTING MONUMENT SIGN

## Specifications

- 22" x 78"
- Dibond Panel w/Printed and Laminated Graphics
- Dimensional Letters



# ***CITY OF FOND DU LAC - Memorandum***

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Department of Community Development

**Date:** July 27, 2016  
**To:** Downtown Architectural Review Board  
**From:** Joellyn Dahlin, Principal Planner  
**Re:** Project Review – 40 E Division Street (*Essential Rock Church*)

## **Project Analysis**

**Proposal:** Install new wall sign and new sign panel on ground sign.  
**Historic Status:** Potentially eligible for the National Register of Historic Places (No Historic Preservation Commission review required)  
**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.

*Essential Rock Church* operates its ministry in the former Immanuel-Trinity church building at 40 East Division Street. New signage to identify *Essential Rock Church* proposes a wall sign on the front of the building facing Division Street and the installation of a panel on the existing ground sign.

The two signs are each composed of a Dibond panel with dimensional letters, and printed and laminated graphics. The signs are not illuminated. The wall sign would be situated above the main building entry; the sign measures 21”x120” (17.50 square feet). A triangular shaped panel of approximately 11 square feet in area would be affixed to the upper portion of the existing ground sign.

## **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.

<b>Recommendation</b>
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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.

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