

# **DOWNTOWN ARCHITECTURAL REVIEW BOARD MINUTES**

December 1, 2015  
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: Scott Draves  
Deborah Doll  
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**

November 3, 2015

Motion made by Floeter to approve the minutes of the regular meeting of the November 3, 2015 Downtown Architectural Review Board as presented.

Seconded by Ramaker.

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

Carried.

## ACTIONS

### **66 South Main Street** (*Wells Fargo Advisors*)

Project: Install new wall signage.

Appearance:

Stephen Franklin, Project Representative, W8246 North Crystal Lake Road,  
Beaver Dam

Motion made by Schoofs to approve the wall signage as proposed, based on findings that the sign complies with the spirit and intent of the Downtown Design Overlay District regulations and the Downtown Fond du Lac Partnership Design Guidelines.

Seconded by Ramaker.

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

Carried.

### **20 North Main Street** (*The Hietpas Group*)

Project: Install vinyl decal covering on an existing awning.

Appearance:

Laura Gassner, Project Applicant, 20 North Main Street

Motion made by Ramaker to approve the use of a vinyl decal awning patch, as a temporary means to provide signage, based on findings that the project complies with the spirit and intent of the Downtown Design Overlay District regulations and the Downtown Fond du Lac Partnership Design Guidelines, subject to the following conditions:

1. The vinyl decal patch shall be beige in color and have rounded corners.
2. The existing awning shall be replaced with a new awning not later than June 1, 2016.

3. Future approval for the new awning and signage shall be required from the Downtown Architectural Review Board.

Seconded by Doll.

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

Carried.

### **30 South Main Street** (*Agnesian Healthcare*)

Project: Install new wall signage.

Appearance:

Dan Nielsen, Project Representative, N5528 Miranda Way

Motion made by Schoofs to approve the new wall signage as proposed, based on findings that the sign 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 – Draves, Doll, Floeter, Ramaker, Schoofs  
Nay – None

Carried.

### **116 North Main Street** (*FCEDC*)

Project: Remove cabinet signs and replace with new wall signs (north and east façades), add a new wall sign (west façade).

Appearance:

Dan Nielsen, Project Representative, N5528 Miranda Way

Steve Jenkins, Project Applicant, 116 North Main Street

Motion made by Floeter to approve new wall signs for the north, east and west facades, based on findings that the signs comply with the spirit and intent of the Downtown Design Overlay District regulations and the Downtown Fond du Lac Partnership Design Guidelines, subject to the following conditions:

1. The shape of the sign proposed for the east façade shall be oval.
2. The width of the sign on the north façade shall not exceed the width of the window.
3. All new wall signs shall be framed with trim to match the building trim.

Seconded by Ramaker.

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

Carried.

**39 South Main Street** (*KSF Accounting*)

Project: Remove cabinet signs, install projecting sign, new wall sign, and awning graphics.

Appearance:

John Papenheim, Project Representative, 15 5<sup>th</sup> Street

Motion made by Ramaker to approve the new wall sign, projecting sign, and canopy graphics, 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, subject to the following condition:

1. If reasonably possible, the new wall sign on the Sheboygan Street façade shall be equally situated on the top, left, and right sides of the existing wall space, centering it in the existing wall area.

Seconded by Schoofs.

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

Carried.

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**ADJOURN**

Motion made by Floeter to adjourn.

Seconded by Draves.

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

Carried.

Meeting adjourned at 12:55 p.m.

MARGARET HEFTER, CITY CLERK

MH/ke