

DOWNTOWN ARCHITECTURAL REVIEW BOARD MINUTES

May 5, 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
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.

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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 wall.)

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.

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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