

CITY OF AURORA
OHIO
Architectural Board of Review
Meeting Minutes
April 23, 2020

The Architectural Board of Review met in a scheduled meeting on Thursday, April 23, 2020 in the Walker Building. Mark Verdova called the meeting to order at 3:02 p.m.

The meeting was facilitated by Zoom technology via the internet, in accordance with the emergency measures permitted by Governor DeWine and the Ohio General Assembly. This temporary measure amends the Ohio Open Meetings Act R.C. 121.22, during this period of the Covid-19 pandemic to allow meetings to be conducted in this manner (HB 197). This same emergency measure was adopted by The Aurora City Council, Resolution 2020-030. All applicants and members were provided the link ahead of time. The link to the meeting was also made available to the public on the City of Aurora website.

ROLL CALL:

Present: Melissa Coleman
 Tom Shrout, Vice Chairman
 Mark Verdova, Chairman
 Daisy Alford-Smith

Also Present: Meredith Davis, Asst. Director of Planning, Zoning, & Building Division
 Christine Gruttadauria, Secretary

AMENDMENTS TO AGENDA:

None

OATH OF OFFICE:

Mr. Verdova will administer the oath to applicants separately before the presentation of their project.

APPROVAL OF MINUTES:

MOTION: To adopt the minutes of January 23, 2020 meeting, as submitted

Ms. Coleman moved; Mr. Verdova seconded and the motion carried, 4-0 on a roll call vote.

Yeas: Ms. Coleman, Mr. Verdova, Dr. Alford-Smith, Mr. Shrout

Nays: None

MOTION: To adopt the minutes of February 27, 2020 meeting, with a change to the Chairman, to Mark Verdova.

Ms. Coleman moved; Mr. Verdova seconded and the motion carried, 3-0-1 on a roll call vote.

Yeas: Ms. Coleman, Mr. Verdova, Mr. Shrout

Nays: None

Abstentions: Dr. Alford-Smith

OLD BUSINESS:

LUPTON 1045 EAST BLVD. GARAGE DOOR SUBMISSION

Ms. Davis noted that the project was approved at the February meeting, contingent on the Board seeing pictures of the overhead garage door and the man door. The Board reviewed the pictures, which were included in their packets. Mr. Verdova stated the pictures seemed straightforward. Mr. Shrout asked what color the doors would be. The answer was White.

MOTION: To approve the garage doors, as submitted.

Mr. Verdova moved; Mr. Shrout seconded and the motion carried, 4-0, on a roll call vote.

Yeas: Mr. Verdova, Mr. Shrout, Ms. Coleman, Dr. Alford-Smith

Nays: None

NEW BUSINESS:

SCOTT FLYNN 127 PARKVIEW DRIVE ADDITION

The homeowner, Scott Flynn attended the meeting to present the project and answer questions. Mr. Verdova swore in the applicant. Mr. Flynn explained his project to the Board. He stated that he intends to add a master bedroom over the garage. He also stated he would add a bathroom. Mr. Verdova asked if all the new materials would match the existing. Mr. Flynn explained that the entire home would be resided and the roof would be replaced as well. Mr. Flynn confirmed all materials used on the exterior of the addition would match. Mr. Verdova asked if the shutters would match. Mr. Flynn stated that all the shutters would be replaced. The color of the shutters would be Black. Mr. Flynn confirmed the new siding would be White and the roof would be Charcoal.

MOTION: To approve the plans, as submitted.

Mr. Verdova moved; Mr. Shrout seconded and the motion carried, 4-0, on a roll call vote.

Yeas: Mr. Verdova, Mr. Shrout, Dr. Alford-Smith, Ms. Coleman

Nays: None

BRET BERKEY 866 W. GARFIELD ACCESSORY STRUCTURE

Nilsa Carrero, of Platinum Construction, attended the meeting to present the project for the homeowner and answer questions. Mr. Verdova swore in the applicant. Ms. Carrero

Verdova questioned the double window with shutters on the front elevation. He explained to the applicants the revised guidelines regarding shutters. He further stated that although the guidelines have not been made official, the new language would be considered regarding single shutters on double windows. Mr. Verdova recommended removing the shutters from the double window and adding extra trim. The applicants agreed, and explained that they originally interpreted the guidelines as needing shutters on all windows. They stated that removing the shutters from the double window is not a problem. Mr. Verdova also proposed removing the double window and replacing it with a single window, which would allow the applicant to keep the shutters. The applicants agreed with Mr. Verdova and approved the change. Ms. Coleman asked if the fireplace bump out in the rear of the house required a foundation. Ms. Davis replied that it did not.

MOTION: To approve the plans, with the addition of two windows on the right elevation, and replacing the double window in the front with a single window and shutters.

Ms. Coleman moved; Mr. Verdova seconded and the motion carried, 4-0, on a roll call vote.

Yeas: Ms. Coleman, Mr. Verdova, Dr. Alford-Smith, Mr. Shrout

Nays: None

TIM AND KIM MIROLI

864 PARKVIEW DRIVE

ADDITION

Tim and Kim Mirolli, homeowners, attended the meeting to present their project and answer questions. Mr. Verdova swore in both applicants. Mr. Mirolli noted for the record that his address on the agenda was incorrect. Ms. Coleman verified that the members received the correct address in their packets. Mr. Mirolli provided a brief overview of his project. Mr. Mirolli is seeking approval to add a gable roof to an existing deck. He noted that the sides would remain open. The colors and finish materials were discussed. The roof will be black. The siding and the trim will be White. Ms. Coleman asked how old the existing roof is. The answer was about 15 years old. Mr. Shrout commented that he liked the addition of the vinyl louver. He stated that it provides additional character. Dr. Alford-Smith asked how the new roof would connect to the existing roof. The applicant explained how the tie in works with a gable roof. Ms. Coleman further explained by referencing the provided drawings.

MOTION: To approve the plans, as submitted.

Ms. Verdova moved; Ms. Coleman seconded and the motion carried, 4-0, on a roll call vote.

Yeas: Mr. Verdova, Ms. Coleman, Dr. Alford-Smith, Mr. Shrout

Nays: None

TEAGUE

249 BENSRAW RD

COVERED PORCH

A representative for the project was not available. The board recommended moving the project to the end of the agenda.

MOTION: To move item number five to the end of the agenda.

Mr. Verdova moved; Ms. Coleman seconded and the motion carried, 4-0, on a roll call vote.

Yeas: Mr. Verdova, Ms. Coleman, Mr. Shrout, Dr. Alford-Smith

Nays: None

CICIRETTO 677-25 FAIRINGTON DRIVE ADDITION

Steve Ciciretto, homeowner, attended the meeting to present the project and answer questions. Mr. Verdova swore in the applicant. The applicant is seeking approval to add a 16X13 screened porch addition. The addition will have a gable roof. All finish materials and colors will match the existing house. Mr. Verdova asked if the applicant had approval from Manny Barenholtz and the Walden community. The applicant confirmed he had approval. Ms. Coleman asked what material would be used where the flat roof meets the addition. The applicant explained the existing roof would be cut back; they will build a saddle and install flashing. The material will match the existing house. The color is Driftwood.

MOTION: To approve the plans, as submitted

Mr. Verdova moved; Ms. Coleman seconded and the motion carried, 4-0, on a roll call vote.

Yeas: Mr. Verdova, Ms. Coleman, Dr. Alford-Smith, Mr. Shrout

Nays: None

O'TOOLE 198 TRAILS END ACCESSORY STRUCTURE

Brian O'Toole, homeowner, attended the meeting to present the project and answer questions. Mr. Verdova swore in the applicant. Mr. O'toole is seeking approval to remove an existing shed and replace with a larger shed. The new shed will be 280 square feet. The colors and finish materials will match the existing house. Ms. Coleman asked if the proposed shed would require a foundation. Ms. Davis stated that the guidelines ask that the foundation match the house, if the structure is over 200 square feet. The building code does not require a foundation. Mr. O'toole confirmed that his house has a brick façade around the foundation. Mr. O'toole stated that the house would not be visible from the street. Ms. Davis clarified the guidelines. She stated that accessory buildings over 200 square feet might be required to match the residence in exposed foundation materials. Mr. Verdova commented that because the front of the structure is 20 feet wide, it gives the look and feel of a garage rather than a shed. He would be in favor of making the foundation match the existing house, with the appearance of brick to grade. The applicant stated the structure was sitting on limestone. He asked how to accomplish the brick to grade. Mr. Verdova suggested having a conversation with his contractor to come up with a plan. Ms. Coleman agreed with Mr. Verdova. Mr. Verdova explained to the applicant that he would need three of the four members to vote yes. Mr. O'toole clarified if he agreed to the recommendation and added brick to grade would he be able to have approval tonight. Ms. Davis confirmed he could have approval, but would need to submit revised plans to the building department.

MOTION: To approve the plans, with the addition of brick to grade.

Mr. Verdova moved; Ms. Coleman seconded and the motion carried, 4-0, on a roll call vote.

Yeas: Mr. Verdova, Ms. Coleman, Dr. Alford-Smith, Mr. Shrout

Nays: None

WOODMASTERS 800 SUNRISE CIRCLE SCREENED PORCH

Bruce Howell, of Woodmasters, attended the meeting to present the project and answer questions. Mr. Verdova swore in the applicant. The applicant is seeking approval to construct a deck with a screened porch. The applicant stated that the existing house is dark Gray. The decking and fascia will be Gray. The posts and trim will be White. The roof will match the existing house. Ms. Coleman questioned the screen under the decking. The applicant explained the screening will be on the underneath side of the decking to prevent bugs from coming through. The screening will not be visible.

MOTION: To approve the plans, as submitted.

Mr. Shrout moved; Dr. Alford-Smith seconded and the motion carried, 4-0, on a roll call vote.

Yeas: Mr. Shrout, Dr. Alford-Smith, Ms. Coleman, Mr. Verdova

Nays: None

WOODMASTERS 840 SUNRISE CIRCLE SCREENED PORCH

Bruce Howell, of Woodmasters, attended the meeting to present the project and answer questions. Mr. Howell provided a brief overview of the project. He is seeking approval to construct a screened porch on part of an existing deck. He stated that the screened area would cover about half of the existing deck area. The roof would extend about 12 feet. The existing black railing will remain. Ms. Coleman asked about the placement of a door. Mr. Howell explained there would be two doors. One on either side of the screened enclosure.

MOTION: To approve the plans, as submitted.

Mr. Shrout moved; Dr. Alford-Smith seconded and the motion carried, 4-0, on a roll call vote.

Yeas: Mr. Shrout, Dr. Alford-Smith, Ms. Coleman, Mr. Verdova

Nays: None

J. KAPELA DESIGNS 379 ABERDEEN LANE ADDITION

Justin Kapela, of J. Kapela Designs, attended the meeting to present the project and answer questions. Mr. Verdova swore in the applicant. Mr. Kapela is seeking approval to construct a three-season room off the back of the existing house. Mr. Kapela stated that there is a small covered porch that would be removed to accommodate the addition. The addition will extend about fifteen feet off the back of the house. The siding will match the existing hardy board siding. The trim and brick foundation will also match the existing house. The roof materials will be Black metal.

MOTION: To approve the plans, as submitted.

Ms. Coleman moved; Mr. Shrout seconded and the motion carried, 4-0, on a roll call vote.

Yeas: Ms. Coleman, Mr. Shrout, Mr. Verdova, Dr. Alford-Smith

Nays: None

CLASSIC HOMES

234 WESTVIEW DR S/L 43

CONDOMINIUM

Ed Wurm, of Classic Homes, attended the meeting to present the project and answer questions. Mr. Verdova swore in the applicant. Mr. Wurm is seeking approval to construct a 5,049 square foot condominium within the Homestead subdivision. Mr. Wurm stated that this is the last available lot for a condominium in the development. He stated it would be similar in colors and finishes to other homes on the street. The home will feature a 2-car front facing garage, a fireplace in the great room and a screened porch on the rear elevation. Ms. Coleman questioned the lack of windows on the right elevation. Mr. Wurm stated that there are transom windows on that side. He also stated that the units are pretty close together. Ms. Coleman stated that she would like to see a window on that side. Mr. Verdova and Mr. ShROUT agreed. Ms. Coleman also questioned the brick wrap on the left elevation. The drawings indicate it would only wrap to the water table. Mr. Wurm noted that was an architectural error and the wrap would extend the full height of the wall. She confirmed the right side wrap is the height of the water table. Mr. Wurm confirmed. The finishes and colors were reviewed and include Vintage Wicker siding and shake. The trim is White. The stone is Chardonnay Country LedgeStone, the brick is French Country Gray, and the front door is Dark Brown. Mr. Wurm provided samples for the Board to review.

MOTION: To approve the plans, with the addition of a window in the garage on the right elevation and a full height stone wrap on the left elevation

Ms. Coleman moved; Mr. ShROUT seconded and the motion carried, 4-0, on a roll call vote.
Yeas: Ms. Coleman, Mr. ShROUT, Mr. Verdova, Dr. Alford-Smith
Nays: None

GEIS CONSTRUCTION

335 LENA DRIVE

REVISION

Trevor Extine, of Geis Construction, attended the meeting to present the project and answer questions. Mr. Verdova swore in the applicant. Mr. Extine presented the Board with revisions to the Ashley Furniture building on Lena Drive. Mr. Extine is proposing to add a second floor to the office area. The materials and colors have not changed. The project was originally approved at the February meeting. MS. Coleman asked if the height of the building is being extended to accommodate the second story. Mr. Extine explained the height would possibly increase by less than a foot. Mr. Extine stressed the revisions would model the same design concept as the original plan. The colors and materials would not change.

MOTION: To approve the revisions, as submitted.

Mr. ShROUT moved; Ms. Coleman seconded and the motion carried, 4-0, on a roll call vote.
Yeas: Mr. ShROUT, Ms. Coleman, Mr. Verdova, Dr. Alford-Smith
Nays: None

EASY SIGN

220 S. CHILLICOTHE RD

MONUMENT SIGN

Maryann Serafino, of Easy Sign, attended the meeting to present the project and answer questions. Mr. Verdova swore in the applicant. Jeff Clark of Easy sign also tried to join the call, but had technical difficulty with his audio. Ms. Serafino explained the project. She is seeking approval to install an upgraded sign at Aurora Eye Care. She explained that the new sign would compliment the architecture of the building, replicating some of the molding and crowns on top. Mr. Verdova asked if the sign had gone through any initial approvals regarding size or location. Ms. Davis explained that the sign meets the zoning code. She noted that there is an existing variance for the setback from the street, and that because the sign will stay in the same location, the variance is still valid. Ms. Davis stated that the sign should have been presented to the Landmark Commission for approval before being presented to the Architectural Board. She stated that if an approval were given from ABR, it would be contingent on an approval from the Landmark Commission. Mr. Verdova asked if the sign would be illuminated. Ms. Serafino stated that the sign would not be illuminated; however, there are spotlights on the ground to provide light. Mr. Shrout noted that the existing sign as well as several signs in the area have a post type look to it. He asked if there was any consideration given to removing the base and constructing the sign with posts. The applicant stated that several designs were presented to the client. She stated that the client like the idea of something a little bit different. Mr. Shrout noted it was a bit of a departure from the other signs in the Historic District. Ms. Coleman looked at some of the surrounding signs on Google. She agreed with Mr. Shrout, but thought the sign as presented, was a nice looking sign. Dr. Alford-Smith and Mr. Verdova have no issue with the design of the sign.

MOTION: To approve the plans, as submitted.

Mr. Verdova moved; Ms. Coleman seconded and the motion carried, 3-0-1, on a roll call vote.
Yeas: Mr. Verdova, Ms. Coleman, Dr. Alford-Smith
Nays: None
Abstentions: Mr. Shrout

AKERS SIGN

160 W. GARFIELD RD

MONUMENT SIGN

Michelle Miller, of Akers Sign, attended the meeting to present the project and answer questions. Mr. Verdova swore in the applicant. The applicant is seeking approval to replace an existing wall sign at Cleveland Smile. She proposes to replace the existing channel letters with a cabinet sign. The cabinet is 28 inches in height and 120 inches long. The sign will be flush mounted. Mr. Verdova asked if the sign had gone through any initial approvals regarding size or location. Ms. Davis stated the sign meets the zoning requirements. She further stated that the sign does not need to go before the Landmark Commission, as the business is not in the Historic District. Ms. Coleman asked if the new sign would be illuminated. Ms. Miller stated it would and noted that the previous sign was also lighted. The background of the sign will be White. Ms. Coleman stated she was concerned that the White background would be very drastic and clash with the rest of the building. She asked if the color could be toned down, or changed to

clubhouse renovation project. He stated that the idea was for the pavilion to stand out, and make the area a bit more special. Mr. Verdova asked if this new pavilion would replace the existing gazebo, or if it would be constructed in a different location. Mr. Kushmire clarified that the proposed pavilion would be located about 75 feet from the existing gazebo. He stated the ground was more level and the proposed area provided a park like setting. Mr. Kushmire showed the Board a site plan, showing the location of the pavilion in relation to the tennis courts and the pool. Mr. Shrout asked if the gazebo would be removed during the construction of the pavilion. Mr. Kushmire stated that he did not know exactly when the gazebo would be removed. Mr. Verdova asked for the color of the roof of the pool building. Mr. Kushmire stated the pool building was a charcoal gray shingle. He showed a rendering of the pavilion. He also provided a sample of the Red metal he proposes to use for the roof. Mr. Verdova stated that the choice of Red for the roof does not seem to tie in to anything else in the community. Ms. Coleman agreed. She stated that she would prefer to see a Charcoal or Black roof. Mr. Kushmire stated that they wanted the pavilion to stand out and be an identifiable point of reference. He further stated that in the future there is going to be a pavilion closer to the pool, he stated that it was possible for that pavilion to have a Red roof as well. Ms. Coleman stated that it was difficult for her to vote on something based on a plan that she has not seen. Mr. Shrout noted that the Red roof was joyful and fun. He was in favor of the Red.

MOTION: To approve the plans, as submitted.

Mr. Shrout moved; Dr. Alford-Smith seconded and the motion carried, 3-1, on a roll call vote.

Yeas: Mr. Shrout, Dr. Alford-Smith, Mr. Verdova

Nays: Ms. Coleman

** A break was taken at 4:55

*** The meeting resumed at 4:58

**** Daisy Alford- Smith left the meeting during the break.

PULTE HOMES

100 BRIGHTON DR S/L 68

CONDOMINIUM

Jamie Heinzman of Pulte Homes attended the meeting to present the project and answer questions. Mr. Verdova swore in the applicant. Ms. Heinzman is seeking approval to construct a 4,744 square foot single-story residence within the Barrington Clubside Manor subdivision. The home will feature a 2-car front loading garage and a sunroom. Ms. Heinzman stated that the Barrington ARB has approved the plans. Ms. Coleman asked if the house was narrower than others in the subdivision were. Ms. Heinzman confirmed that the house is 40 feet wide versus the typical 46 or 54-foot wide homes that are typically seen. Mr. Verdova questioned the lack of windows on the right elevation. Window placement was discussed in detail. He would recommend a window in the owners' suite. Ms. Coleman agreed with the need for an additional window. She recommended a window in the garage. Mr. Verdova noted that the right side of the house is 72 feet long. Ms. Heinzman agreed with the suggestion, and will add a window in the garage. Finish colors and materials were discussed and include Mega Greige siding, White Oak stone, and Weathered wood shingles. The trim and soffit will be Mega

Greige, and the overhead garage door will be Backdrop. The front door will also be Backdrop. The subject home passed a similarity comparison. No issues were noted.

MOTION: To approve the plans, with the addition of a standard size window in the garage on the right elevation.

Ms. Coleman moved; Mr. Verdova seconded and the motion carried, 3-0, on a roll call vote.

Yeas: Ms. Coleman, Mr. Verdova, Mr. Shrout

Nays: None

PULTE HOMES 600 BURGESS CIRCLE S/L 15 CONDOMINIUM

Jamie Heinzman of Pulte Homes attended the meeting to present the project and answer questions. Ms. Heinzman is seeking approval to construct a 6,157 square foot Napa Valley model home within the Barrington Clubside Manor subdivision. The home will feature a 2-car front loading garage, and a morning room with a fireplace. Ms. Heinzman noted that the subject home has been approved by the Barrington ARB. Mr. Verdova asked about adding a window in the owners' suite on the right elevation. Window placement was discussed in detail. Ms. Coleman commented that she would also like to see an additional window, but given the location of the house in relation to Shinnecock Drive, it does not seem feasible. Mr. Shrout agreed. Mr. Verdova asked if the fireplace would vent through the roof, or out the back. Ms. Heinzman confirmed the fireplace would vent through the roof. Finish materials and colors were discussed and include Dorian Gray siding, Accessible Beige shake, and Charcoal Mist ledgestone. The trim and soffit will be Dorian Gray, as well as the overhead garage door. The front door and shutters will be Tricorn Black. The house passed a similarity comparison. No issues were noted.

MOTION: To approve the plans as submitted.

Ms. Coleman moved; Mr. Shrout seconded and the motion carried, 3-0, on a roll call vote.

Yeas: Ms. Coleman, Mr. Shrout, Mr. Verdova

Nays: None

PULTE HOMES 655 BELJON LANE S/L 29 SINGLE FAMILY HOME

Jamie Heinzman of Pulte Homes attended the meeting to present the project and answer questions. Ms. Heinzman is seeking approval to construct a 5,647 square foot Woodside HR2X, two-story residence within the Beljon Farms subdivision. The house will feature a 3-car side-loading garage and a fireplace in the gathering room. Windows were discussed. No issues were noted. Finish colors and materials were discussed and include Weathered Gray siding, Signature Blend brick, and Harvard Slate shake. The trim and soffit will be Extra White, and the front door will be Urbane Bronze. The overhead garage door will be Requisite Gray, and the shingles will be Weathered Wood. Ms. Coleman asked if the siding was greenish, or if that was just as it appeared on the screen. Ms. Heinzman confirmed the siding is Dark Gray with a hint of Green. The subject home did not pass a similarity comparison. The house directly next door look very similar in the brick and siding. It was noted that the colors are different. The house on the other side, sub lot 32, was also similar in brick color and it was noted that

the location of the brick is the same on both sides of the subject house. Ms. Coleman recommended changing from brick to stone, or selecting a different brick. Mr. Verdova agreed with Ms. Coleman. Ms. Heinzman asked for an approval contingent on significantly changing the brick color. She noted she would let the homeowner decide and present the revision at the next ABR meeting. The suggestion was acceptable to the Board.

MOTION: To approve the plans, contingent on a change in the color of the brick.

Ms. Coleman moved; Mr. ShROUT seconded and the motion carried, 3-0, on a roll call vote.

Yeas: Ms. Coleman, Mr. ShROUT, Mr. Verdova

Nays: None

AKERS SIGN

160 W. GARFIELD RD

MONUMENT SIGN

Michelle Miller of Akers sign presented revisions to the proposed sign for Cleveland Smile. The applicant changed the background of the sign from White to Tan. Ms. Miller emailed the change to Ms. Coleman who shared the revisions with the Board. Mr. Verdova noted that the color change was definitely softer than the bright White was. Ms. Coleman and Mr. ShROUT agreed. Ms. Coleman asked if the tan would match the siding of the building. Ms. Miller stated that the sign company would color match the sign color to the building. The sign company is also designing a panel for the existing monument sign. The panel change does not require ABR approval. However, Mr. ShROUT strongly suggested that the monument sign match the wall sign. Ms. Miller agreed to speak to her client regarding the signs matching after the meeting.

MOTION: To approve the revisions, with the assumption of a color match, and a strong recommendation that the monument sign match the wall sign.

Mr. Verdova moved; Mr. ShROUT seconded and the motion carried, 3-0, on a roll call vote.

Yeas: Mr. Verdova, Mr. ShROUT, Ms. Coleman

Nays: None

MISCELLANEOUS:

Ms. Davis reminded the Board of an email that was sent asking for comments regarding the proposed townhomes in the new mixed-use area of Renaissance Park. Ms. Davis asked if the Board had any additional comments regarding the proposed Pulte project that they would like to have forwarded to The Planning Commission. Mr. Verdova stated that he agreed with Mr. ShROUT's summarization of comments that were sent to Ms. Davis in an email. Mr. Verdova had no additional remarks. Ms. Coleman also agreed with Mr. ShROUT. She further stated that she did not like the front facing garages. Mr. Verdova noted that Jim O'Connor of Pulte was on the Zoom call. Ms. Davis stated that Mr. O'Connor is a representative for the project and that he was available for comment if necessary. Ms. Davis explained that the comments received via email, would be forwarded to the Planning Commission. She also explained that the Planning Commission has already approved the concept plan, which means they cannot make Pulte change the garages. Mr. Verdova wanted to make sure that their comments were

noted for the record. Ms. Davis explained that the phase that includes the single-family homes would be brought before the Board for approval. Mr. ShROUT asked why the Board would be asked for comments regarding the Townhomes, if the Board was not being asked to approve them. Denise Januska, Director of Planning, Zoning, and Building joined the call. She clarified that she wanted to include the ABR members, and get their feedback. She further explained that the mixed-use regulations call for all design standards to be approved by the Planning Commission. She noted that there recently was a change regarding single-family homes in a mixed-use district. The ABR, rather than the Planning Commission will approve single-family homes. The Planning Commission will approve commercial units and Townhomes. Mr. Verdova thanked her for the explanation and asked that their comments be noted for the record. Ms. Coleman stated that she would like to see a bigger difference in units than what is currently being shown.

Ms. Davis asked if the Board was comfortable with the new shutter guidelines and asked if they would want to vote to accept the new guidelines. Ms. Davis stated that next month the Board would start looking at the new shutter guidelines when approving projects. She noted that they would also be considering the new similarity guidelines.

Motion: To approve the new language, regarding the use of shutters, which was added to the Residential Guidelines.

Mr. Verdova moved; Mr. ShROUT seconded and the motion carried, 3-0, on a roll call vote.

Yeas: Mr. Verdova, Mr. ShROUT, Ms. Coleman

Nays: None

Ms. Davis let the Board know that the Mayor has appointed a fifth member to the Board. He should be approved by Council and able to join in the May meeting.

Ms. Coleman asked if the May meeting would be in person, or via Zoom. She stated that she might not be available as she has vacation scheduled. She was unsure if she would move forward with her trip given the circumstances surrounding the Pandemic.

ADJOURNMENT:

Mr. Verdova moved to end the meeting; Mr. ShROUT seconded, and the meeting adjourned at 5:45 p.m. on a unanimous voice vote.

Mark Verdova, Chairman

Christine Gruttadauria, Secretary