



MINUTES
ARCHITECTURAL REVIEW BOARD MEETING
September 10, 2025 – 6:05 p.m.

CALL TO ORDER

A meeting of the Architectural Review Board (ARB) of the City of Glendale was held on Wednesday, September 10, 2025. Chairman Fernhoff presided and called the meeting to order at 6:05 p.m.

ROLL CALL

Members Present

Members Absent

Jon Emert
Chairman Fernhoff
Reed Voorhees
Brad Weitekamp
Mike Moran
John Falk
Laura Switzer

Also present were Frank Johnson, City Administrator; Gabby Macaluso, Community Engagement Officer; Allie Sievers, City Attorney.

AGENDA ITEM REMOVAL

The application for 400 Parkland Ave. was withdrawn by the applicant and postponed until next month's meeting of the ARB on Wednesday, October 8, 2025.

APPROVAL OF MINUTES

Mr. Voorhees moved to approve the minutes from the August 13, 2025 meeting. The motion was seconded by Mr. Weitekamp and unanimously carried.

**REVIEW OF PLANS FOR
REAR, SECOND FLOOR
ADDITION – Emily and James
Mcatee, 210 Parkland Ave.**

Chairman Fernhoff introduced the project at 210 Parkland Ave. and invited the applicant to present the project. He reminded the ARB that the project's architect, Matt Shaver, presented the project to the ARB at the August 13th meeting as a preliminary review.

Mr. Falk asked Mr. Shaver to provide a brief explanation of the project since he missed the last meeting.

Mr. Shaver summarized the project, noting that the rear addition is being built above part of the structure as a second floor addition. Additionally, the screened-in porch will be removed and replaced with a conditioned office space. Mr. Shaver explained that since the additions are not adding to the footprint of the home and there's no changes to the landscaping, the ARB decided that he didn't have to submit civil or landscaping plans.

Mr. Falk and Mr. Weitekamp confirmed this would still be the case.

The ARB noted that one of the conditions noted at the last meeting was the need to limit the amount of exposed foundation wall.

Mr. Shaver noted that we would move the siding down and/or adjust the grading up to limit the exposed foundation wall height.

There was no public comment.

Mr. Moran moved to approve the applicant’s project as proposed.

The motion was seconded by Mr. Emert. The motion passed with a vote of 7 “Aye”, 0 “Nay,” and 0 Absent. The votes was as follows:

Chairman Fernhoff	“Aye”
Reed Vorhees	“Aye”
John Falk	“Aye”
Mike Moran	“Aye”
Laura Switzer	“Aye”
Jon Emert	“Aye”
Brad Weitekamp	“Aye”

**REVIEW OF PLANS FOR
TWO ONE-STORY
ADDITIONS – Tony
Timmerman, 417 Hill Dr.**

Chairman Fernhoff introduced the project at 417 Hill Dr.

Mr. Johnson noted that the kitchen addition as shown on the plans is 7 inches over the side setback line, which is 7 feet. He requested that if the project is approved that the ARB make it a condition that the addition has to be taken by 7 inches on the south side so that it fits within the side setback.

The applicant/property owner’s representative, Andrew Arnold, presented the plans for the project, which includes a one-story addition to the kitchen and a one-story bedroom addition. Mr. Arnold noted that the kitchen addition will be built where the existing patio is located.

Drainage

Mr. Falk asked how the downspouts will tie into the drainage retention system noted on the plans. He noted that the plans indicate that none of the runoff from the new roof area will go to the infiltration trench. He said that project can’t depend on surface flow drainage toward the trench with the existing contours.

Mr. Falk noted that it doesn’t have to a trench—it could be something different like a drywell. He explained that the plans need to be updated to show how the water will get to the trench. He clarified that the water retention infrastructure needs to be located 10 feet from the property line, but he doesn’t advise placing it next to the foundation. He suggests relocating the trench or other infrastructure to the front yard since that’s

the lowest grade on the property and then piping the downspout discharge to it.

Mr. Falk also clarified that the applicant should subtract the area of the existing patio from the additional impervious surface area.

Mr. Moran noted that the applicant can still use the infiltration approach to handling stormwater, but they need to make sure that the downspouts are draining into it.

Landscaping

Mr. Weitekamp had not major comments since no changes are proposed.

Mr. Fernhoff noted the partly dead tree in the front yard.

Architecture

Mr. Voorhees noted his appreciation for the minimalism and the size of the addition.

Mr. Arnold noted that the owner/applicant will be residing and reroofing the entire home. He brought samples of the siding, which the ARB approved.

Public Comment

There was no public comment.

Mr. Moran moved to approve the applicant’s project with the following conditions.

- Shorten the kitchen addition on the southside to comply with the statutory 7-foot setback.
- Relocate the stormwater mitigation feature to work with the existing grades using one of the options discussed in the meeting.
- Reduce the mitigation area to subtract the area of concrete patio under the kitchen addition.

The motion was seconded by Mr. Falk. The motion passed with a vote of 7 “Aye”, 0 “Nay,” and 0 Absent. The votes was as follows:

Chairman Fernhoff	“Aye”
Reed Vorhees	“Aye”
John Falk	“Aye”
Mike Moran	“Aye”
Laura Switzer	“Aye”
Jon Emert	“Aye”
Brad Weitekamp	“Aye”

MISCELLANEOUS

Mr. Emert asked if the City received revised plans from the applicant of 725 E. Essex Ave. to meet the conditions of approval placed by the ARB. Mr. Johnson said no, but he would check on the status. Mr. Emert requested that the revised elevations be sent out to all the members when they are received.

The ARB briefly discussed the project that was withdrawn and postponed for review until the October 8, 2025 meeting. They noted that they calculated a different floor area ratio (FAR) than what was submitted to the ARB in the original application.

ADJOURN

Mr. Falk motioned to adjourn the meeting. The motion was seconded by Mr. Moran and unanimously carried to adjourn the meeting at 7:01 p.m.