



MINUTES
ARCHITECTURAL REVIEW BOARD MEETING
JANUARY 8, 2025 – 8:59 p.m.

CALL TO ORDER

A meeting of the Architectural Review Board (ARB) of the City of Glendale was held on Wednesday, January 8, 2025. Chairman Fernhoff presided and called the meeting to order at 8:59 p.m.

ROLL CALL

Members Present

Members Absent

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

Also present were Frank Johnson, City Administrator; Allie Sievers, City Attorney; Gabby Macaluso, Deputy City Clerk; and Police Chief Jeff Beaton.

APPROVAL OF MINUTES

Mr. Moran moved to approve the minutes from the December 11, 2024 meeting. The motion was seconded by Mr. Voorhees and unanimously carried.

REVIEW OF PLANS FOR TWO-STORY ADDITION– Matt and Elizabeth Satterly, 740 Hawbrook Rd.

Mr. Joe Roeser with Roeser Home Remodeling introduced the proposed project at 740 Hawbrook Rd. to the ARB. Mr. Roeser explained that the addition is built on top of the existing structure.

Given the nature of the project, the ARB had no comments on drainage, landscaping or architectural plans. Mr. Roeser confirmed that the exposed brick will be painted to match the existing brick.

Mr. Fernhoff asked if there was public comment, and there were no comments made.

Mr. Moran moved to approve the applicant’s design for 740 Hawbrook Rd. with no conditions. The motion was seconded by Laura Switzer and unanimously carried.

REVIEW OF PLANS FOR A NEW SINGLE FAMILY HOME– Scott Dunavant, 1240 Sappington Rd.

Mr. Scott Dunavant, the property owner and contractor, introduced the proposed project at 1240 Sappington Rd. to the ARB.

The ARB members noted the following conditions and requests for additional information.

Site Plan and Drainage

- The details show one flowell, but the overview shows three. The ARB asked Mr. Dunavant to reconcile this discrepancy.
- The ARB instructed that the overflow discharge should terminate further from property line.
- For the south flowell, the ARB instructed that the overflow discharge terminate before crossing over the sanitary sewer, downhill from the 600 contour.
- The ARB recommended curbing on the south side of driveway—may stop in alignment with neighbor’s house.
- The ARB expressed concerns regarding the brick screening wall.

Landscape

- The ARB members expressed concern about the driveway’s position. They suggested moving it 5’ north to allow vehicle maneuvering pavement to stay in place.
- In discussing the tree report, Mr. Brad Weitekamp noted that, by his calculations, there are 151 caliper inches that the applicant needs to replace. This is different from the applicant’s stated amount on the plans, which is 115 caliper inches. The ARB instructed the applicant to verify the tree report, and if necessary, add four more trees or pay \$2,400 into the City’s tree fund.
- Correct the landscape plan to have trees indicated C to read D per the schedule;
- The ARB advised that the grading plan should show exactly how the site will be graded and the elevation rate.

Architecture

- The ARB liked the balanced composition and brick.
- The ARB noted that the building elevations do not match civil plans in the indication of the grade line.
- Revise the building elevations so that the grade line at the building façade is shown to exactly match the site grading contours on the civil design;
- The Board recommended lowering the finished floor. If it can be optimized, okay.
- The ARB requested that Mr. Dunavant add shingle siding at “right” elevation under second floor roof eave.
- The ARB advised Mr. Dunavant to correct the front elevation on left side because the brick ledge is too high on the living room mass. This doesn’t match the side elevation.
- The ARB encouraged Mr. Dunavant to consider having back porch columns match the front porch column size.
- Mr. Dunavant asked if the window colors can change after approval, the ARB responded that they should stay the same.

- The ARB discussed potential issues regarding the left side windows at the ground plane and the mulch placement against the foundation. Mr. Dunavant noted that there will be a gap of 6-7 inches of foundation. The ARB determined that the window placement would not be an issue.

Mr. Dunavant concluded his presentation.

Mr. Fernhoff asked if there was public comment, and there were no comments made.

Mr. Moran moved to approve the applicant's project design for 1240 Sappington Rd. subject to the following conditions:

- Terminate flowell overflows further away from the property line;
- Terminate the overflow for the south flowell in the front yard before crossing over the sanitary sewer and downhill from the 600 contour;
- Revise the driveway location—move it five feet to the north;
- In shifting the driveway location, the car maneuvering payment may stay as designed on the south edge;
- The ARB instructed the applicant to verify the tree report, and if necessary, add four more trees or pay \$2,400 into the City's tree fund. This will mitigate the caliper loss of viable trees removed for the project.
- Correct the landscape plan to have trees indicated C to read D per the schedule;
- Revise the building elevations so that the grade line at the building façade is shown to exactly match the site grading contours on the civil design;
- Add shingle siding at the right elevation under the second floor roof eave;
- Correct the front elevation on the left side to lower the brick ledge on the living room mass to match the side elevation.
- Increase the dimension of the back porch columns to match the front porch columns;
- Remove the brick screen wall in front of the car maneuvering area.

The motion was seconded by Laura Switzer and unanimously carried.

ADJOURN

Mr. Emert motioned to adjourn the meeting. The motion was seconded by Mr. Fernhoff and unanimously carried to adjourn the meeting at 10:06 p.m.

