



MINUTES
ARCHITECTURAL REVIEW BOARD MEETING
APRIL 9, 2025 – 6:54 p.m.

CALL TO ORDER

A meeting of the Architectural Review Board (ARB) of the City of Glendale was held on Wednesday, April 9, 2025. Chairman Fernhoff presided and called the meeting to order at 6:54 p.m.

ROLL CALL

Members Present

Members Absent

Laura Switzer
Mike Moran
Reed Voorhees
Chairman Fernhoff

Jon Emert
John Falk
Brad Weitekamp

Also present were Frank Johnson, City Administrator; Gabby Macaluso, Deputy City Clerk; Allie Sievers, City Attorney.

APPROVAL OF MINUTES

Mr. Voorhees moved to approve the minutes from the March 12, 2025 meeting. The motion was seconded by Chairman Fernhoff and unanimously carried.

**REVIEW OF PLANS FOR
TWO-STORY ADDITION –
Kate and Chris Swingle, 374
Halcyon Dr.**

Mr. Fernhoff introduced the project at 374 Halcyon Dr. and invited the applicant to present the project.

Ms. Swingle and representatives from Mosby Building Arts presented the plans, which entail the removal of an existing screen room and the construction of a two-story addition.

ARB members noted that the property lot is so large that they don't have drainage concerns overall.

In preparation for missing the meeting, Mr. Weitekamp sent in his comments for the other members to consider at the meeting. With these comments in mind, the ARB advised that the applicant place splash blocks where the downspouts discharge to avoid the formation of ruts.

Mr. Voorhees noted that all elevations labels are backward—east should be labeled west and north should be labeled south.

Mr. Moran noted that the building elevations don't reflect the grade line around the facades.

The applicant explained that their architecture software had misrepresented some of the graphics in the plans. They noted that this explained some of the noted issues with elevations. Additionally, the

siding will not go down to the grass. There will be an 8-inch gap between the end of the siding and the ground.

Ms. Switzer asked if the concrete pads shown on the plans at the bottom of the stairs and double doors would be expanded into larger hardscapes. The applicant said no.

Chairman Fernhoff confirmed that no other trees will be removed from the site.

Mr. Weitekamp submitted a comment regarding the screening of the subject property from the neighbors. The applicant noted that one neighbor has a vinyl fence and the other neighbor has no windows on the adjacent side of the house.

Mr. Moran noted that the floor area ratio (FAR) is not calculated correctly. He noted that it is the sum of occupiable space of all floors. It should not be calculated floor by floor. He also noted that the addition should be labeled a two-story addition, not a one-story addition because the basement is not below grade.

Mr. Voorhees expressed concerns that the rear side of the house will look flat with siding and very little architectural details. Mr. Moran noted that because the rear side of the home is not visible from the street and the houses behind the property are at least 300 feet away, he's not very concerned. He also noted that the home doesn't have a lot of architectural details, so it mirrors that.

Chairman Fernhoff asked if there were any members of the public who wished to make comment about the project and there were none.

Mr. Moran moved to approve the applicant's project design for 374 Halcyon Dr. subject to the following conditions:

1. Label the finish floor elevations on the plans.
2. Correct the building elevations to reflect the true grade line on all three facades.
3. Correct the statement of FAR to a sum of the three levels.
4. Siding must be held above grade per the Architectural Community Design guidelines.
5. Correctly label the direction of the building façade elevations.

The motion was seconded by Ms. Switzer. The motion passed with a vote of 4 "Aye", 0 "Nay," and 3 Absent. The votes was as follows:

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| Chairman Fernhoff | "Aye" |
| Reed Vorhees | "Aye" |
| John Falk | Absent |

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| Brad Weitekamp | Absent |
| Jon Emert | Absent |
| Laura Switzer | “Aye” |
| Mike Moran | “Aye” |

ADJOURN

Mr. Moran motioned to adjourn the meeting. The motion was seconded by Ms. Switzer and unanimously carried to adjourn the meeting at 7:25 p.m.