**Architectural Review Board**

**Work Session Meeting Minutes**

**Monday, August 1, 2022, 6:30 p.m.**

Main Level Conference Room - Kirkwood City Hall

139 S. Kirkwood Road - Kirkwood, MO 63122

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| **Members Present** |  | **Members Absent** |
| Mark Campbell, Chairman  Michael Chiodini, Vice-Chairman |  | Michael Marlo |
| Dick Gordon |  |  |
| Don Anderson |  |  |
| Chris Burton |  |  |
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1. **Call Meeting to Order and Approval of Minutes**

Chairman, Mark Campbell called the work session to order at 6:30 pm.

Mr. Campbell asked if there were are comments for the July 18, 2022 meeting minutes.

**Chris Burton made a motion to approve the July 18, 2022 work session minutes. Seconded by Michael Chiodini. Motion approved unanimously.**

1. **Sign Review- Old Business - None**
2. **Sign Review- New Business**
3. 16-22S – 117 W. Woodbine Ave 2nd floor – B4

Dale Sign Service, applicant – Reface existing client sign with new logo

The Board had no comments for this application.

1. 17-22S – 10505 Big Bend Blvd Ste. C – B1

Ad Media LED signs, LLC, applicant – Install a wall sign for Elevate Salon Suites

The following items were discussed:

* Planner I Christie Voelker explained that since the first suite of this development brought its sign to the Board, the sign code has been updated to discourage internally lit, plastic-faced cabinet signs. The current proposal therefore does not match its neighbor.
* Change the panel around “salon suites” to individual letters on a raceway

1. **Residential Review- Old Business** 
   1. 59-22R – 1221 Evans Ave – R4

Rafferty Company, applicant – New single family residence

The following items were discussed:

* This case has been discussed in previous work sessions and the same comments stand
* The chimney needs a foundation
* Window distribution

1. **Residential Review- New Business**
2. 76-22R – 636 Norton Ave – R4

Dan Pieper, applicant – New single family residence

The following items were discussed:

* The length that board and batten comes in will require breaking up the side elevations. Band board would be an appropriate solution
* Windows need to be framed
* Add windows on side elevations
* Window or man door on side of garage
* How is the roof vented
* Is the fireplace ventless

1. 80-22R – 1934 Grassy Ridge Rd – R1 CUP

Edward J. Ortmann, applicant – Add front porch and alter roof gable

The following items were discussed:

* Swap board and batten in gable for shingles
* Do the gables peak at the same height

1. 82-22R – 321 S. Woodlawn Ave – R3

Todd & Mary Westphalen, applicants – Additions and a detached 3-car garage

The following items were discussed:

* On historic houses the garage often does not match the house. Making the garage simple and distinct would be better than trying to carry over material composition of house
* The existing roof is not being replaced
* Garage window grids

1. 83-22R – 958 N. Harrison Ave – R4

Benchmark Custom Homes, applicant – New single family residence

The following items were discussed:

* Add band board at level of deck
* Add half column at the interior corner of the front porch
* Base and cap needed on back deck
* Ensure basement rear windows are not fixed

1. **Commercial Review- Old Business – None**
2. **Commercial Review- New Business - None**

Mr. Campbell asked if there was any other business that needed to be addressed and upon hearing there was not, adjourned the meeting at 6:57 pm.

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|  | Mark Campbell, Chairman |

Upon request, these minutes can be made available within three working days in an alternate format, such as a CD, by calling 314-822-5822. Minutes can also be downloaded from the City’s website at [www.kirkwoodmo.org](http://www.kirkwoodmo.org), then click on City Clerk, Boards & Commissions, and Architectural Review Board.