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| **Members Present** |  | **Members Absent** |
| Mark Campbell, Chairman |  |  |
| Michael Chiodini, Vice-Chairman |  |  |
| Dick Gordon |  |  |
| Don Anderson |  |  |
| Chris Burton |  |  |
| Adam Edelbrock |  |  |
| Pat Jones (Alternate) |  |  |

1. **Call of Meeting to Order and Approval of Minutes**

Chairman Mark Campbell called the work session to order at 7:16 p.m.

Mr. Campbell stated for the record that Section 610.015 of the Missouri Sunshine Law provides that members of the Architectural Review Board who are not physically in the City Council Chambers can participate and vote on all matters when an emergency exists and the nature of the emergency is stated in the minutes.

The U.S. and the world is in a state of emergency due to the Coronavirus – COVID-19. Therefore, members of the Architectural Review Board have elected to participate in this meeting electronically for the public health and safety of each other and the general public.

Mr. Campbell asked if there were any comments or modifications for the September 7, 2021 meeting minutes.

**Michael Chiodini made a motion to approve the September 7, 2021 work session minutes. Seconded by Dick Gordon. Motion approved unanimously.**

Mr. Campbell asked if there were any comments or motions to approve the September 7, 2021 meeting minutes.

Pat Jones indicated she had several comments regarding the minutes from the September 7, 2021 meeting minutes. Her comments are as follows:

* Case 123-21R was improperly noted as Mosby Building Arts rather than Bob Mosby and should also be listed as a covered porch addition.
* Case 125-21R had the number five requirement reads “base caps be put on rear deck porch.” Mr. Campbell stated it would have been column base and capitals. Ms. Jones indicated it should be that the Board wants bases and capitals to be added to the rear deck columns.
* The commercial case was not Commerce Bank. It was the multi-family building and the applicant was not Chris Mrozowski, it was Chris Nickola.

**Don Anderson made a motion to approve the September 7, 2021 meeting minutes with Pat Jones’ suggested changes. Seconded by Dick Gordon. Motion approved unanimously.**

1. **Sign Review - Old Business**

None

1. **Sign Review - New Business**
   1. 34-21S – 10831 Manchester Rd – B3

Dale Sign Services, applicant

Wall Signage for Mirage Spa & Recreation

The applicant was not present to address the Board. Mr. Chiodini clarified that two different sign options were submitted and the Board’s preference was for the sign with the individual letters.

**Michael Chiodini made a motion to approve Case 34-21S as submitted with the individual letters and raceway to match the building material it will be mounted to. Seconded by Dick Gordon. Motion approved unanimously.**

1. **Residential Review - Old Business**
   1. Case 127-21R – 437 Clemens Ave – R4  
      Keith & Katheryn Goltschman, applicants  
      Two-Story Home Addition

Keith Goltschman addressed the Board and indicated he was pleased with the design of the addition after incorporating as many of the Board’s suggestions as possible. Mr. Campbell stated the revised design addressed many of the comments from the previous meeting and the dormer composition was unified. The Board discussed the following items:

* The archway detailing was discussed.
* The top panel and the opening height of the garage door were questioned. The top panel of the garage door does have glazing. Provide cut sheet of garage door.
* The double windows placed at the stairwell appear to not work with the floorplan. It was suggested that the windows be changed to single windows or eliminated from the first landing.
* The bracket spacing is inconsistent and needs to be better organized.
* There was a request made to add a couple windows to the garage north elevation to break up the expanse.
* The deck posts typically have 1x6 trimmed around the base and the top.
* The rear two-story component should have larger 8x8 posts to be made more visually substantial.

**Don Anderson made a motion to approve Case 127-21R with the following requirements: 1) that the windows in the stairwell be addressed and send in a cursory drawing for approval; 2) that the brackets above the windows be aligned to the sides and center windows; 3) that a cut sheet is supplied for the garage doors for cursory approval; 4) that windows be added to the north elevation of the garage; 5) that column bases and caps be put on the deck; and, 6) that the center two-story posts on the deck be 8x8s with bases and caps. Seconded by Pat Jones. Motion approved unanimously.**

1. **Residential Review - New Business**
   1. Case 133-21R – 120 W Mermod Pl – R3  
      Courtney & Garrett Jackson, applicant  
      Two-Story Remodel & Addition

Garrett Jackson addressed the Board and indicated this is a two-story addition at the rear of the house that will add two bedrooms and extend the kitchen, as well as additional interior renovations. The Board discussed the following items:

* The blank expanse on the west elevation was discussed. It was suggested a window be added outside the second story bedroom door.
* Consistency and organization of the window grills, details, and layout are needed.
* The varying windows sizes and placement were discussed.
* Windows in the siding need sills and aprons trimmed around them.

**Don Anderson made a motion to approve Case 133-21R with the following requirements: 1) that a window be added in the hallway that goes to the rear bedroom; 2) that all windows have the same grill pattern; 3) that the corner windows in the kitchen to be the same height as the rear window; 4) that there is vertical reorganization of the left elevation windows between the first and second floor; and, 5) that sills and aprons be put on the windows. Seconded by Dick Gordon. Motion approved unanimously.**

* 1. Case 134-21R – 443 Seekamp Ave – R4  
     Tom McGraw, Link Architecture, applicant  
     One-Story Addition & Covered Deck

Tom McGraw of Link Architecture addressed the board and indicated they are proposing to build a bumpout at the kitchen area, make a dining area, and add a covered deck. Mr. McGraw specified the roofing material will match the existing roof on the covered deck roof and a membrane will be used on the low-sloped roof of the addition. The Board discussed the following items:

* The roofing materials and the roof pitch were discussed. It was indicated that there will be a gutter on the roof of the addition and tied into the existing gutters.
* The siding material was discussed and it was specified that the siding will match the existing and will be toothed in.
* The rear windows are three folding windows that fold to the side. There is a bar-height countertop on the inside and the outside of the window opening.
* It was noted that the center post may be able to be eliminated.
* Lattice is needed to enclose the space below the deck and will need to be fully captured on all four sides.
* The windows in the addition should be trimmed to match the existing windows.

**Don Anderson made a motion to approve Case 134-21R with the following requirements: 1) that they install framed lattice under the deck; 2) that the window grids in the addition match the existing; and, 3) that trims around the windows match the existing. Seconded by Chris Burton. Motion approved unanimously.**

* 1. Case 135-21R – 920 Poinsetta Ln – R4  
     Patriot Sunrooms, applicant  
     Patio Cover

The applicant was not present to address the Board.

**Pat Jones made a motion to continue Case 135-21R. Seconded by Adam Edelbrock. Motion approved unanimously.**

* 1. Case 136-21R – 621 E Monroe Ave – R1  
     Michael E Blaes, AIA, applicant  
     New Front Porch

Ben Ellerman with Blaes Architects addressed the Board and indicated they are proposing to extend the covered porch to the existing porch on this early 1900’s Colonial-style home. Mr. Ellerman stated there will be double columns at the corners of the porch with newel posts lining up above on the flat roof as well as a decorative railing with balusters. The following items were discussed:

* The porch ceiling treatment was discussed and it was indicated that it will have a tongue-and-groove beadboard to match the ceiling of the existing porch. There will also be crown molding on the interior of the ceiling to match the existing.
* The newel posts on the roof above may run into the shutters. It was suggested the rails on the left side be moved in to not obstruct the shutters.

**Adam Edelbrock made a motion to approve Case 136-21R as submitted. Seconded by Chris Burton. Motion approved unanimously.**

* 1. Case 137-21R – 729 Delchester Ln – R3  
     Michael E Blaes, AIA, applicant  
     New Front Porch

Ben Ellerman continued addressing the Board. Mr. Ellerman indicated this proposal is also for the addition of a new front porch with a poured concrete floor and recessed panel columns. The siding above the garage door will match the siding on the front porch gable and a bandboard will be added to match the box beam on the front porch.

**Pat Jones made a motion to approve Case 137-21R as submitted. Seconded by Dick Gordon. Motion approved unanimously.**

* 1. Case 138-21R – 651 W Adams Ave – R4  
     Prestige Custom Homes, applicant  
     New Single-Family Home

JR Mayer with Prestige Custom Homes addressed the Board and indicated they are proposing to build a 3,500 square foot, two-story home. The Board discussed the following items:

* The Board likes to see the same quality level of detail repeated on all four sides.
* The light configuration in the windows should be the same on all four elevations.
* It was suggested that band boards be added at the gutter line with shake single above and triangular vents on both sides in place of the rectangular vents shown.
* The fireplace is required to have a foundation because it breaks the roofline.
* A cut sheet on the garage door is needed so it matches the front door more closely.
* The gable vents can be eliminated if they are not needed for ventilation.
* It was suggested that the roof vents on the right elevation be eliminated and Mr. Mayer stated that a ridge vent will be used in their place.

**Don Anderson made a motion to approve Case 138-21R with the following requirements: 1) that the fireplace have a foundation underneath it; 2) that all the windows have the same grid pattern as the house; 3) that the band board issue on the sides be addressed; 4) that the garage door needs to have a similar pattern to the front door and to supply a cut sheet of that; 5) that the vents in the front gables be eliminated; 6) that they install triangular vents in the side gables; and, 7) that they eliminate the turtle vents in the rear section and replace it with a ridge vent. Seconded by Dick Gordon. Motion approved unanimously.**

* 1. Case 140-21R – 815 Poinsetta Ln – R4  
     MRM Manlin Custom Homes, applicants  
     New Single-Family Home

Mark Manlin addressed the Board and indicated they are proposing to build a new house. The Board discussed the following items:

* The stone usage was discussed. It was suggested that the stone on the face of the front elevation can be eliminated as the front elevation details are too busy. The stone on the columns can stay.
* It was suggested that a second window be added on the garage wall.
* The garage door needs to have a similar design as the front door.
* The suggestion was made to replace the gable vent with a triangular one.
* The proportion of the vertical and clapboard siding was discussed as being changed for better balance between the top and the bottom of the building.
* Sills and aprons are needed on the windows.
* The gutter boards of the side elevation projections need to line up with the front porch gutter boards.
* It was discussed that a window be added to the master walk-in closet. The fixed window on the right side elevation could be changed to a casement.
* City Planner Amy Lowry mentioned that zoning ordinance does not allow fireplace projections to extend beyond the front yard setback. The fireplace can be inset or the house can be moved back two feet from the front yard setback.

**Don Anderson made a motion to approve Case 140-21R with the following requirements: 1) that the doghouse gutter boards in the dining room be raised to match the height of the porch; 2) that the garage door have a similar pattern to the front door and that a cut sheet be supplied for that; 3) that the stone on the front of the house either be eliminated or wrapped around the corners two feet around each side; 4) that a second window be added in the garage; 5) that the vents on the front and side gables are triangular; 6) that the windows have sills and aprons; 7) that they add a window in the bedroom closet; 8) that the bathroom window be changed to two casements; and, 9) that the fireplace on the left elevation either be moved into the room or move the house out of the front yard. Seconded by Pat Jones. Motion approved unanimously.**

* 1. Case 141-21R – 590 Andrews Ave – R4  
     Joe Page, Srote & Co Architects, applicant  
     New Single-Family Home

Joe Page addressed the Board and explained they are proposing new single family home for this location. Mr. Campbell pointed out that the front porch wall needs to be opened up for zoning purposes because enclosing the porch adds to the FAR calculation for the property and the enclosure exceeds the allowable measurement. The Board discussed the following items:

* The siding material was discussed and Mr. Page specified that a vertical vinyl siding will be used.
* The open area below the deck needs to be enclosed with lattice.
* Downspouts and roofing materials were discussed. Mr. Page clarified that the upper gutter would tie into the lower gutter and architectural asphalt shingles will be used.
* The stairwell fixed window placement was discussed. It was suggested that a full size window be used in the place of the higher window.
* It was suggested that the brackets from the front elevation be added to the rear elevation below the cantilever to add consistency.
* The right side elevation window placement was discussed. It was recommended that a window be added in the powder room and that there be changes made to the size and placement of the stairwell windows.

**Don Anderson made a motion to approve Case 141-21R as submitted with the following requirements: 1) that the windows in the second floor of the landing are addressed with a larger window or bringing the window down; 2) that there be framed lattice added under the back porch; 3) that the garage door have some similarities to the front door and a cut sheet on garage door is submitted; 4) that brackets are added to the rear elevation below the cantilever; 5) that the front porch be addressed in some manner to get under the FAR; and, 6) that a window be added in the first floor powder room on right side elevation and be submitted for cursory review. Seconded by Pat Jones. Motion approved unanimously.**

* 1. Case 142-21R – 527 Goethe Ave – R4  
     Denise Eisele, applicant  
     New Deck & Shed Dormer Addition

Jeff Day addressed the board and indicated the project will add a deck at the back of the house and will reconfigure the attic roof to allow for more headroom and usable space. Mr. Day explained the method for sealing the sloped pans used below the windows in the addition and specified that there is an existing patio below the deck, but below the deck will remain unfinished.

**Dick Gordon made a motion to approve Case 142-21R as submitted with the requirement that base and caps be added to the deck columns. Seconded by Adam Edelbrock. Motion approved unanimously.**

* 1. Case 143-21R – 1024 N Geyer Rd – R4  
     Jerry Hamilton, applicant  
     3’ Rear Extension for Kitchen Remodel

Jerry Hamilton addressed the Board. Mr. Hamilton indicated the previous homeowner had torn out a wall and added a two foot bumpout that was not structurally sound. The proposed changes would provide additional kitchen space as well as remedy the structural issues made by the existing bumpout. The Board discussed the following items:

* The siding color was discussed. Mr. Hamilton indicated he was going to use siding that matches the color of the existing brick. It was suggested that white siding be used to add consistency to the already existing white siding on the existing structure.
* The use of piers rather than a foundation below the addition was discussed. Mr. Hamilton clarified his intention for using piers was to save the homeowner’s budget.

**Don Anderson made a motion to approve Case 143-21R as submitted with the following requirements: 1) that a foundation be put under the addition; 2) that the roof pitch be lowered to a 3:12 pitch to allow more clearance under the gutter; 3) that the siding is to match the existing siding on the existing house; and, 4) that the window be trimmed to match the existing trim as closely as possible. Seconded by Dick Gordon. Motion approved unanimously.**

* 1. Case 144-21R – 2434 St. Giles Rd – R4  
     Arthur Merdinian, Mosby Building Arts, applicant  
     Detached Art Studio

Arthur Merdinian of Mosby Building Arts addressed the Board and indicated that this proposal is to add an art studio as a detached structure in the rear yard of the house with the intention to match the architecture of the existing house.

**Pat Jones made a motion to approve Case 144-21R as submitted. Seconded by Dick Gordon. Motion approved unanimously.**

1. **Commercial Review - Old Business**

None

1. **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 8:50 p.m.

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|  | Mark Campbell, Chairman |
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|  | Michael Chiodini, Vice-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, Architectural Review Board.