



Architectural Review Committee MEETING MINUTES

February 6, 2023 - 5:00 PM
Conference Room AB
3805 S. Casper Dr.

Please note: Minutes are unofficial until approved at the next regular scheduled meeting.

MINUTES

1. CALL TO ORDER

Commissioner Felda called the Architectural Review Committee meeting to order at 05:00 PM.

2. ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

Deputy City Clerk Megan Godshall took the roll call as follows:

Alders Present: Commissioners Biller, Anderson, Felda, Director of Community Development Kessler

Alders Excused:

Staff Present: DCD Deputy Director Nikki Jones, Principal Planner Kelly Wall, Deputy City Clerk Megan Godshall

Megan stated that a quorum was established and the meeting was properly noticed.

3. APPROVAL OF MINUTES

A. October 3, 2022 Architectural Review Committee Minutes

MOTION: Motion to approve the October 3, 2022 Architectural Review Committee minutes

VOTE: Motion by: Director of Community Development Kessler
Second by: Commissioner Felda
Motion Passed 4-0

4. NEW BUSINESS

- A.** (2) KW UA-2202799 Mason Orantes with Kolbrook Design Inc. on behalf of Dunkin – 3500 S. Moorland Rd. - Use, Site and Architectural Approval for façade updates.

Kelly Wall introduced this item to the Committee. Steven Brooks with Kolbrook Design Inc. was present. The committee reviewed the Use, Site and Architecture plans for facade updates.

MOTION: Motion to approve as presented (2) KW UA-2202799 Mason Orantes* with Kolbrook Design Inc. on behalf of Dunkin, pending a photometric plan showing lighting changes - 3500 S. Moorland Rd. - Use, Site and Architectural Approval for facade updates.

VOTE: Motion by: Commissioner Biller
Second by: Commissioner Anderson
Motion Passed 4-0

- B.** (2) NJ UA-2202320 SilverStar Carwash – 15300 W. National Avenue (Tax Key #: 1207-997-002) – Use, Site and Architectural review for a carwash.

Nikki Jones introduced this item to the Committee. The committee reviewed the Use, Site and Architecture plans for the SilverStar Carwash.

The Committee provided the following feedback:

- Present an alternative color option to the red color panel. The committee preferred a burgundy or brown as opposed to the intense red presented.
- Submit a cool toned alternate to the brown brick to complement the cool gray colors.
- Review the capping. The question was asked why there were two different types of cap (smooth and one with an edge.)
- Applicant will need to identify where the RTU's (roof top units) are being placed and provide a line of sight drawing to indicate they are being screened from the right-of-way.
- The rooftop material / back of the parapet wall shall be labeled and the color called out. The committee preferred a light gray material so as to blend into the surrounding area.
- Provide pictures of the other locations.
- Confirm that windows will be true glass (clear glazing).
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MOTION: No action taken

VOTE: Motion by: None
Second by: None
Motion 0-0

5. ADJOURN

MOTION: Motion to adjourn the Architectural Review Committee meeting at 5:47 PM

VOTE: Motion by: Director of Community Development Kessler
Second by: Commissioner Anderson
Motion Passed 4-0

***Respectfully Submitted,
Megan Godshall, Deputy City Clerk***