

Architectural Review Committee MEETING MINUTES



December 2, 2024 - 5:00 PM
Conference Room A/B
3805 S. Casper Dr.

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

MINUTES

1. CALL TO ORDER

Commissioner Felda called the meeting to order at 5:02PM.

2. ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

Commissioner Felda took the roll call as follows:

Present: Commissioner Felda, Commissioner Schulpus, Director of Community Development Kessler

Excused: Commissioner Theodore Anderson

Staff Present: DCD Deputy Director Nikki Jones, Principal Planner Kelly Wall, Community Relations Specialist Joelle Erickson

3. APPROVAL OF MINUTES

A. October 7, 2024 Meeting Minutes

MOTION: Motion to Approve Minutes

VOTE: Motion by: DCD Director Kessler
Second by: Commissioner Schulpus
Motion Passes 3-0

4. NEW BUSINESS

A. (1) NJ UA-2402528 John Jewell with Jewell Homes LLC on behalf of Douglas Meinen -12412 & 12414 W. Graham St. (Tax Key #: 1156.097) - Use, Site and Architecture to construct a duplex.

MOTION: Motion to Approve with Conditions Listed Below

VOTE: Motion by: Commissioner Schulpus
Second by: Commissioner Felda
Motion Passes 3-0

Conditions for the property located at 12412 & 12414 W. Graham Street:

- 1.) Hearty Plank or LP Siding. Color to be approved by staff prior to issuance of zoning permit.
- 2.) Lower section of South elevation to be brick or stone in a neutral color. Material and color to be approved by Planning Staff.
- 3.) Architectural enhancement on South end above garage to break up horizontal siding. Suggested details including gable vent, wider trim or scalloping. Details to be approved by staff prior to issuance of zoning permit.

5. PENDING

None.

6. ADJOURN

MOTION: Motion to Adjourn at 5:17PM

VOTE: Motion by: Commissioner Felda
Second by: DCD Director Kessler
Motion Passes 3-0

***Respectfully Submitted,
Joelle Erickson, Community Relations Specialist***