



Architectural Review Committee MEETING MINUTES

January 8, 2025 - 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 5:01PM.

2. ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

Commissioner Felda took the roll call as follows:

Present: Commissioner Felda, Commissioner Anderson, Commissioner Schulpus, Deputy Director of Community Development Nikki Jones

Excused: Director of Community Development Kessler

Staff Present: Principal Planner Kelly Wall, Principal Planner Kristen Hogan, Community Relations Specialist Joelle Erickson

3. APPROVAL OF MINUTES

A. December 2, 2024 Meeting Minutes

MOTION: Motion to Approve Minutes

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

*Commissioner Anderson arrived at 5:06PM and wasn't present for the motion to approve minutes from December 2, 2024.

4. NEW BUSINESS

A. (3) KW UA-2402668 Mark Lewandowski with EUA - 15775 W. Overland Dr (Tax Key #: 1189-012) - Use, Site and Architecture for the construction of a ~37,000 square foot industrial building.

MOTION: Motion to Approve As Presented

VOTE: Motion by: Commissioner Schulpus
Second by: Commissioner Anderson
Motion Passes 4-0

B. (3) NJ UA-2402730 Nathan Remitz with Patera - 16401 W. Greenfield Avenue (Tax Key #: 1162-182) - Use, Site and Architecture for the construction of a ~242 square foot building addition.

MOTION: Motion to Approve As Presented

VOTE: Motion by: Commissioner Anderson
Second by: Commissioner Schulpus
Motion Passes 4-0

- C.** (1) KH UA-2402702 Luke Sebald with Keller, Inc. on behalf of On Time Promo & Apparel - 12860 W. National Avenue - Use, Site and Architecture Approval for a 7,200 sq. ft. building

MOTION: Motion to Approve As Presented

VOTE: Motion by: Commissioner Schulpus
Second by: Commissioner Anderson
Motion Passes 4-0

5. PENDING

None

6. ADJOURN

MOTION: Motion to Adjourn at 5:21PM

VOTE: Motion by: Commissioner Felda
Second by: Commissioner Schulpus
Motion Passes 4-0

*Respectfully Submitted,
Joelle Erickson, Community Relations Specialist*