

# Architectural Review Committee MEETING MINUTES

---



July 15, 2025 - 5:00 PM  
Conference Room A/B  
3805 S. Casper Dr.

## MINUTES

### 1. CALL TO ORDER

DCD Director Greg Kessler called the meeting to order at 5:00 PM.

### 2. ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

Greg Kessler took the roll call as follows:

Present: Commissioner Anderson, Commissioner Schulpius, Director of Community Development Kessler

Excused: Commissioner Brian Felda

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

It was confirmed that a quorum was present and that the meeting was properly posted in compliance with open meetings law.

### 3. APPROVAL OF MINUTES

#### A. June 2, 2025 Meeting Minutes

**MOTION:** Motion to Approve Minutes

**VOTE:** Motion by: Commissioner Schulpius  
Second by: Commissioner Anderson  
Motion Passes 3-0

### 4. NEW BUSINESS

#### A. (4) KW UA-2500927 Colin Carr with Hawthorne Hill Farm LLC - 16370 W. Small Road (Tax Key #: 1285.994.003) and 16380 W. Small Road (Tax Key #: 1285.994.002)- Use, Site, and Architecture Approval to convert the existing house and barn into an event venue.

**MOTION:** Motion to Approve as Presented

**VOTE:** Motion by: Commissioner Anderson  
Second by: Commissioner Schulpius  
Motion Passes 3-0

- B.** (5) NJ UA-2500894 Allison Spindler with Nice Bite Ice Cream - 15375 W. National Avenue (Tax Key #: 1207.965.006) - Use, Site, and Architecture Approval to construct an ice cream parlor with outdoor seating and event space.

**MOTION:** Motion to Approve as Presented

**VOTE:** Motion by: Commissioner Schulpus  
Second by: Commissioner Anderson  
Motion Passes 3-0

- C.** (3) NJ UA-2501185 Kyle Stuckert with Liban Landscape - 20090 W. Lincoln Avenue (Tax Key #: 1171.995) - Use, Site, and Architecture Approval to repaint the building.

**MOTION:** Motion to Approve as Presented

**VOTE:** Motion by: Commissioner Schulpus  
Second by: Commissioner Anderson  
Motion Passes 3-0

**5. PENDING**

None

**6. ADJOURN**

**MOTION:** Motion to Adjourn at 5:37 PM

**VOTE:** Motion by: Commissioner Anderson  
Second by: Commissioner Schulpus  
Motion Passes 3-0

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