

**DESIGN REVIEW BOARD
MINUTES OF MEETING
February 9, 2022**

MEETING CALLED TO ORDER: The meeting was called to order at 6:30 p.m.

MEMBERS PRESENT: Robert Anderton, Michael Lynch, Melissa Marino, Lainie Menge, Michael Nickoson, Matt Stiffler, Chad Wolniewicz

OTHERS PRESENT: Sarah Gold, Frank Petruziello, Andrew Gardner, Mike Casale, Michael Cayle, Matt and Elyse Jergens, Jack and Lisa Marshall, Emily Liliat, Anthony Monuets, Nicole Hall, Stephanie Van Bourgondien, Ashley Gaver

APPROVAL OF THE MINUTES: The minutes from the December 15, 2021 had a minor change on agenda item number two; the applicant will maintain the existing concrete.

CITIZEN COMMENTS:

REPORT OF ADMINISTRATION:

VOTE ON CHAIRPERSON:

Chairperson: Ms. Marino

Motion: Mr. Wolniewicz

VOTE: Mr. Anderton **YES**; Mr. Lynch **YES**; Ms. Marino **YES**; Ms. Menge **YES**;
Mr. Nickoson **YES**; Mr. Stiffler **YES**; Mr. Wolniewicz **YES**

Approved 7 - 0

VOTE ON VICE-CHAIRPERSON:

Vice-Chairperson: Mr. Wolniewicz

Motion: Ms. Marino

VOTE: Mr. Lynch **YES**; Ms. Marino **YES**; Ms. Menge **YES**; Mr. Nickoson **YES**;
Mr. Stiffler **YES**; Mr. Wolniewicz **YES**; Mr. Anderton **YES**

Approved 7 - 0

VOTE ON RULES AND PROCEDURE:

Ms. Marino suggested to form a committee to review the duties of the Design Review Board and hone in on the specifics.

Motion: Mr. Nickoson

VOTE: Ms. Marino **YES**; Ms. Menge **YES**; Mr. Nickoson **YES**; Mr. Stiffler **YES**;
Mr. Wolniewicz **YES**; Mr. Anderton **YES**; Mr. Lynch **YES**

Approved 7 - 0

HOME IMPROVEMENT GRANT:

- 1. An application for exterior improvements located at 1753 Creekview Dr in the Suburban Residential (SRD) zoning district.**

Mr. and Mrs. Jergens presented the application to the board. The applicant will be replacing the residential roof with the same color of the existing roof.

Motion: Mr. Lynch

VOTE: Ms. Menge **YES**; Mr. Nickoson **YES**; Mr. Stiffler **YES**; Mr. Wolniewicz **YES**;
Mr. Anderton **YES**; Mr. Lynch **YES**; Ms. Marino **YES**

Approved 7 - 0

NEW BUSINESS:

- 1. Exterior Plan/Landscape Plan: An application for a proposed Sheetz Convenience Store and vehicle fuel sales located at 800 Delaware Avenue in the Neighborhood Commercial (NCD) zoning district.**

Ms. Gold presented the application to the board. The applicant has addressed all of staff comments. The City Engineer will have the final say on the location of the building; although it will remain in the front corner of the property, it could shift a few feet one way or the other. The applicant is working with city staff on the five-points intersection improvements. The property will have a forty-foot flag pole. Mr. Lynch commended the variety of plant material proposed; he requested the shade trees be upgraded to a two-inch caliper. There will be a minimum of two parking spaces designated for electrical vehicle charging stations. The exterior façade will be brick, stone, bronze metals and red awnings. The patio will have a bronze fence with stone piers. The applicant will request a sign variance. Mr. Marshall, who owns Eda's Italian Ice, requested that the applicant and City consider doing whatever they can to lessen the impact to his property for the intersection improvements; he already has issues with not enough parking spaces.

Motion: Mr. Lynch

VOTE: Mr. Nickoson **YES**; Mr. Stiffler **YES**; Mr. Wolniewicz **YES**; Mr. Anderton **YES**;
Mr. Lynch **YES**; Ms. Marino **YES**; Ms. Menge **YES**

Approved 7 - 0

DISCUSSION ITEMS:

COMMENTS OF INDIVIDUAL BOARD MEMBERS:

ADJOURNMENT: The meeting was adjourned at 7:26 p.m.