

**MINUTES OF THE MEETING OF THE ARCHITECTURAL REVIEW BOARD OF THE TOWN OF STRASBURG HELD ON THURSDAY, JULY 24, 2014 AT 6:00 P.M. IN THE COUNCIL CHAMBERS OF THE TOWN HALL.**

ARB Members present: Board Members Beachler, McCann, Rathore, and Zeimet.

Council Members in attendance: Council Members Hall, Newman, and Orndorff (was in attendance as a representative for Dr. Byron Brill).

Staff: Economic Development & Planning (ED&P) Murray and Clerk of Council Keller

**ED&P Manager Murray** called the meeting to order.

**Introduction of Members:** Each Member of the Board gave a brief introduction of themselves.

**Action Items:**

*1. Election of Officers:*

**Board Member McCann nominated Board Member James Massey as chair; second by Board Member Zeimet. With no other nominations, the nominations were closed. Board Member Massey was elected unanimously as Chair.**

**Board Member Zeimet nominated Board Member McCann as vice-chair; second by Board Member Rathore. With no other nominations, the nominations were closed. Board Member McCann was elected unanimously as Vice-Chair.**

*2. Approval of Minutes:*

The minutes of the May 22, 2014 ARB meeting were approved as presented with **Board Member McCann** expressing she would have liked for an exchange between the members and an applicant be included, but this was not heard on the tape so was not added or included in the official minutes.

Minutes of the June 5, 2014 were approved as presented.

Minutes of the June 19, 2014 were approved as presented.

*3. Application: 175-179 East King Street*

**ED&P Manager Murray** said the applicant was requesting to construct a 14' x 14' roll up garage door in the rear of the building. She further explained the application request.

**Mr. Rich Orndorff** disclosed he was in attendance, representing **Mr. Byron Brill** and not as a Council Member.

The meeting was adjourned to allow the Members to visit the site.

Upon reconvening, it was said that the garage door would fit within the brick pillars and

would be 14' high and about the height of the windows.

The garage door and the front screen door would be painted to match or blend with the building.

**Vice Chairperson McCann** said she does not like the style of the screen door on the front of the building and does not feel the style is appropriate and thinks the cross-member style is more for a residential building and not a commercial. She thinks a more open door would be appropriate with only one crossbar. The door is also ill-fitting. She does not have a preference on the color.

**Board Member Zeimet** would like for the color to be more neutral. She doesn't think you want to draw attention to the door.

**Board Member Rathore** said the door stands out too much and takes away from the entire front of the building. He thinks it is ugly and he does not mean any disrespect. He asked if it would be possible to put the door to the inside, but **Mr. Orndorff** said the door opens to the inside.

**Vice Chairperson McCann** said she would like to have all the doors match on the store fronts and suggested having the building owner purchase the doors. She would also like for the doors to be professionally installed.

**Mr. Brill** agreed he would like the doors to match. **Mr. Orndorff** asked if they decided to not install matching doors, would the recommendation be to have the occupants remove the current door.

**Board Member Rathore** said he thinks it is about 42' from the back of the building to the food stand. He asked where the tenants would park if you put the garage door in. **Mr. Brill** said he thinks there are currently six or seven spaces now and space would not have to be dedicated to all the doors. Assigned spaces could be given.

**Board Member Rathore** said the door is needed to do the work **Mr. Brill** wants to do. **Mr. Brill** said if you can get the ingress and egress doors, they could then get work done inside. He would like to go step by step on what to do with the building. **Mr. Brill** said the door might be smaller than the one on the application, but said it would be no shorter than 10'.

**ED&P Manager Murray** said the door would be no shorter than 10' and no taller than 14' and would fit between the brick pillars and would be installed on the inside of the pillars. The color would be neutral. She said she would like to work with **Mr. Brill** on the permitted uses for the building.

**All members were in favor of the recommendations.**

Following the decision on the doors, there was a discussion on the microbrewery that **Mr.**

**Brill** would like to put in the old Borden Lumber building. General consensus of the Board was they would like for it to be located in the building just discussed.

*Old Business:*

**Vice Chairperson McCann** would like to have the ARB meeting time changed from 5 p.m. to 6 p.m. She thinks anyone with a job would have an easier time attending as 6 p.m. is much more manageable.

**Board Member Rathore** said the later the meeting is, the better it is for him.

**Board Member Zeimet** said she really can't get to a meeting until 7 p.m.

**Board Member Beachler** said she can do later.

**ED&P Manager Murray** said the time can be changed if the Board wants that and it appears the majority wants to change the meeting time. She added that she would like to schedule a second meeting each month for those applicants that apply just after the meeting. A lengthy discussion followed with no consensus on what time or day of the week would be best for the second meeting so this will be discussed further at a later meeting.

**The ARB meeting time will remain on the fourth Thursday of each month, but the time will change to 7 p.m.**

*Other Business:*

**ED&P Manager Murray** said she was wondering if the Board would be interested in going through the guidelines chapter by chapter, using about 20 minutes at the end of meetings to cover this. A meeting will not be held if there are no applications, but when applications are discussed, this will be added to the agenda. All were in agreement to add this.

The Downtown Kick-off meeting will be held on Tuesday, July 29 at 7 p.m. **ED&P Manager Murray** said there has been phenomenal response to the survey and information will be given at the meeting on the responses. This information will be used for several different projects. **Board Member Zeimet** said she thinks the survey was very good as it wasn't too long and asked the right question.

No responses were received on the RFP for the MUMI Grant so they will be approaching in a different way.

Being no other business, the meeting adjourned at 7:13 p.m.