

**Design Review Board
Minutes Of February 15, 2023**

151 Martin Street, City Commission Room 205, Birmingham, MI

Minutes of the regular meeting of the Design Review Board ("DRB") held Wednesday, February 15, 2023. Chair Henke called the meeting to order at 7:23 p.m.

1) Rollcall

Present: Chair John Henke; Board Members Keith Deyer, Dustin Kolo, Patricia Lang, Michael Willoughby; Alternate Board Members Samantha Cappello, Sam Lanfear (present from 7:25 p.m., joined Board at 7:31 p.m.)

Absent: Board Members Natalia Dukas, Julie Rasawehr

Staff: Planning Director Dupuis; City Transcriptionist Eichenhorn

2) Approval of the DRB Minutes of January 18, 2023

02-06-23

Motion by Mr. Kolo

Seconded by Ms. Lang to approve the January 18, 2023 minutes as submitted.

Motion carried, 6-0.

VOICE VOTE

Yeas: Willoughby, Kolo, Henke, Deyer, Lang, Cappello

Nays: None

3) Public Hearing

4) Design Review

5) Sign Review

A. 34040 Woodward – Community Unity Bank (Request to Postpone)

02-07-23

Motion by Mr. Deyer

Seconded by Ms. Cappello to postpone indefinitely the sign review for 34040 Woodward – Community Unity Bank.

Motion carried, 6-0.

VOICE VOTE

Yeas: Willoughby, Kolo, Henke, Deyer, Lang, Cappello

Nays: None

B. 220 Park St. – Master Sign Plan

PD Dupuis presented the item and answered informational questions from the Board.

Mr. Deyer explained the intent of a sign plan. He expressed concerns that the proposed sign locations would not provide adequate balance when viewed from different angles.

The Chair expressed concern that this proposal lacked specificity in the sign designs relative to previously approved master sign plans.

Mr. Deyer concurred. Based on the conversation, Mr. Deyer recommended that the plan specify the signs as pin-mounted and specify a lighting strategy. It was noted that the sizes of the signs were already specified.

Jeff Klatt, architect, spoke on behalf of the proposal. He confirmed the applicant would want the signs pin-mounted and backlit.

The Board directed Mr. Klatt to add the additional information to the table at the beginning of the drawings.

02-08-23

Motion by Mr. Deyer

Seconded by Ms. Lang to approve the Design Review application for a Master Sign Plan at 220 Park St. with the following conditions:

- 1. The Design Review Board designates the Woodward frontage as the principal building frontage for the purposes of signage and limits the combined sign area to the dimensions of the Master Sign Plan which needs to be approved by the Design Review Board, not to exceed 196 sq. ft.;**
- 2. The applicant must submit an Administrative Sign Approval application for any new sign(s) with detailed plans that meet the requirements of the Sign Ordinance; and,**
- 3. The applicant must revise the proposed drawings with schedules to reflect signage materials, pinsets, backlit lighting, style and details, and have those approved by the Planning Department.**

Motion carried, 7-0.

VOICE VOTE

Yeas: Willoughby, Kolo, Henke, Deyer, Lang, Cappello, Lanfear

Nays: None

6) Study Session

7) Miscellaneous Business And Communications

A. Pre-Application Discussions

B. Draft Agenda

C. Staff Reports

- 1. Administrative Sign Approvals**
- 2. Administrative Approvals**

3. Action List 2023

The Action List was briefly discussed and PD Dupuis reminded the Board that comment was welcome.

8) Adjournment

No further business being evident, the Board motioned to adjourn at 7:51 p.m.



Nicholas Dupuis, Planning Director



Laura Eichenhorn, City Transcriptionist