

**Design Review Board**  
**Minutes Of January 6, 2021**  
Held Remotely Via Zoom And Telephone Access

Minutes of the regular meeting of the Design Review Board ("DRB") held Wednesday, January 6, 2021. Chairman John Henke called the meeting to order at 7:38 p.m.

**1) ROLLCALL**

**Present:** Chairman John Henke (left at 7:56 p.m.); Vice-Chairman Keith Deyer; Board Members Gigi Debbrecht, Natalia Dukas, Dustin Kolo, Patricia Lang, Michael Willoughby; Alternate Board Members Samantha Cappello, Kathleen Kriel (all members located in Birmingham, MI)

**Absent:** None

**Administration:** Nicholas Dupuis, City Planner  
Laura Eichenhorn, City Transcriptionist

**01-001-21**

**2) Approval Of Minutes**

**Motion by Mr. Deyer**

**Seconded by Ms. Debbrecht to approve the DRB Minutes of December 16, 2020 as submitted.**

**Motion carried, 7-0.**

ROLL CALL VOTE

Yeas: Debbrecht, Lang, Dukas, Deyer, Henke, Willoughby, Kolo

Nays: None

**01-002-21**

**3) Public Hearing**

None.

**01-003-21**

**4) Design Review**

**A. 295 E. Lincoln - Lincoln Commerce Center**

Chairman Henke and CP Dupuis reviewed the item.

Bert Koseck was present on behalf of the application.

Mr. Koseck stated that the applicant would not be submitting a master sign plan, and that the non-conforming sign to the left on the building would be removed.

Chairman Henke voiced his support for the plans as submitted.

At 7:56 p.m. Vice-Chairman Deyer took over chairing the meeting due to Chairman Henke's departure from the meeting.

Vice-Chairman Deyer said he liked the signage proposal. He asked for more explanation of the light finial and the wood fencing.

Mr. Koseck said the finial would be used as an ad alternate. He said it may ultimately prove to be too expensive, and in that cause he would return with revised drawings. As for the fencing, he explained it would be synthetic wood, not wood. He said that was selected over shrubbery because there are a lot of utilities that need to be screened, and they wanted to make sure that sufficient screening would be available. He also said he felt it added visual texture and variety to the front of the building.

There was consensus among the Board members that the proposed signage was appropriately located within what would qualify as the sign band for the overall building.

**Motion by Ms. Dukas**

**Seconded by Mr. Willoughby to approve the Design Review application for 2259 E. Lincoln – Lincoln Commerce Center – with the following conditions: 1. The applicant must submit revised elevation drawings showing the depth dimension of the sign to not exceed 9". The Design Review Board finds the placement in accordance with the Sign Ordinance as it is in the sign band of the overall building; 2. The applicant must apply for a Special Treatment License for work on City property; and 3. The Design Review Board approves the canopy, sunscreen, and light fixture projections into the right-of-way.**

**Motion carried, 7-0.**

ROLL CALL VOTE

Yeas: Dukas, Willoughby, Debbrecht, Lang, Deyer, Cappello, Kolo

Nays: None

**01-004-21**

**5) Sign Review**

None.

**01-005-21**

**6) Study Session**

None.

**01-006-21**

**7) Miscellaneous Business And Communications**

**A. Pre-Application Discussions**

**B. Draft Agenda - January 20, 2021**

**C. Staff Reports**

**1. Administrative Sign Approvals**

**2. Administrative Approvals**

**3. Action List - 2021**

**01-007-21**

**Adjournment**

**Motion by Ms. Lang**

**Seconded by Ms. Debbrecht to adjourn the DRB meeting of January 6, 2021 at 8:15 p.m.**

**Motion carried, 7-0.**

ROLL CALL VOTE

Yeas: Lang, Debbrecht, Willoughby, Kolo, Deyer, Dukas, Cappello

Nays: None

Nicholas Dupuis  
City Planner