

ARCHITECTURAL REVIEW COMMISSION MINUTES

December 17, 2013

The Architectural Review Commission (ARC) meeting was called to order at 4:30 p.m. by Chair Donnay.

COMMISSIONERS PRESENT: Chair Kevin Donnay, Commissioners Gary Handlos, Bob Meyer and Bob Ryan

COMMISSIONERS ABSENT: Council Liaison Mark Cross

STAFF PRESENT: CD Director Josh Doty

OTHERS PRESENT: Jason Tadych

APPROVAL OF MINUTES

MOTION made by Commissioner Ryan, seconded by Commissioner Handlos to approve the October 17, 2013 meeting minutes. Motion carried unanimously.

DOLLAR TREE STORE PROJECT

Chair Donnay asked the representative to explain the proposed project. Mr. Jason Tadych of Baxter Development Group stated this would be a new 9,600 sq. ft. store adjacent to Westport Mall. The Planning and Zoning Commission recommended approval of a variance that would line the building up with the mall, keep the parking in line and they will be acquiring a cross access parking easement with the owners of the mall.

The store is a typical Dollar Tree store with trade green awnings and green strip. They have added stone on the corners of the building to match with the Westport Mall and to comply with Baxter ordinances regarding articulation.

Chair Donnay asked for the dimensions of the building, Mr. Tadych stated 120 wide by 80 feet in length. Mr. Tadych stated that staff had brought to his attention that the length of the building needed to be broken up to meet architectural standards; therefore they placed stone columns on the building to break up the length.

Chair Donnay then asked CD Director Doty for staff review. CD Director Doty stated the stone columns would meet the regulations; however the exterior finish materials do not meet the regulations. The cement board with Tex Cote cover does not meet the ordinance and staff is suggesting EIFS or an approved alternate. The applicant did not bring an example of the material to be used. The applicant stated the Tex Cote is easier to repair. Mr. Tadych added that exposed fasteners are how it is attached and seams are covered with caulk. Commissioner Meyer and Chair Donnay confirmed the exterior to be 4 x 8 panels with exposed fasteners, Tadych confirmed that is correct. Commissioner Ryan stated that is a deviation from the regulations. Chair Donnay asked if the trim produce is the same material. Mr. Tadych indicated that they are only painted a different color. Is the green circle the same material, Mr. Tadych responded it is.

CD Director Doty read the regulations regarding materials and stated the four factors in allowing a material that is not approved.

Chair Donnay asked about the articulation in the front of the building. Mr. Tadych stated the front of the building stands out about 8" for articulation in the front.

Chair Donnay asked if there were any additional plans. CD Director Doty indicated that there was a rough floor plan however the site plan in the packet showed the same thing. Mr. Tadych offered pictures of the materials on other buildings they have built to the Commission. Some of the pictures did not have similar materials as being

proposed at this store. Mr. Tadych stated that the Little Falls store is the same exact material as is being proposed in Baxter. He shows a picture of the Little Falls store.

CD Director Doty stated that the regulations call for all articulation on a side facing the street and it is still in the regulations. The Commission reviewed the locations of the columns and determined the articulation on the west side of the building is not needed as it faces the Westport Mall. It was asked if the west articulation could be moved to the north side. Mr. Tadych was willing to move the column.

Chair Donnay asked if the mechanical units on roof would be screened. It was indicated that they would be screened. The Commission had a discussion about the back side of the parapet and if it needs to be screened. Back side of the parapets are to match.

Meyer asked when the application was submitted, Mr. Tadych stated the application was submitted November 18, 2013. Commissioner Meyer asked why the material samples were not here to be reviewed as there had been adequate time. Mr. Tadych stated they did send some samples to staff, CD Director Doty stated we did receive a sample and it appeared to be a residential siding that was horizontal and not what is requested. Mr. Tadych stated he wasn't aware of the exact sample received as his partner sent it from WI. The Commission asked CD Director Doty to bring the samples into the meeting. The Commission agreed it was not the correct samples. Chair Donnay asked CD Director Doty how they handle unsatisfactory samples and if additional samples were requested. CD Director Doty stated staff was not comfortable with the samples received, therefore a meeting was called prior to City Council approval. Mr. Tadych agreed the material sample was not correct and was an error.

Donnay asked why this meeting was scheduled, CD Director Doty stated that staff had concern regarding the materials. Prior to final approval at City Council tonight staff was hopeful to get the materials resolved prior to the council meeting.

Mr. Tadych apologized for not having the correct samples and would hope that the drawings he submitted were enough information. They are hoping to get started on the project.

Commission Handlos stated that all of the Commission members have been around construction and know what this product is and Mr. Tadych has come a long way to be here. Commissioner Handlos motioned.

MOTION by Commissioner Handlos, to approve the Dollar Tree materials, motion died for a lack of a second

Commissioner Ryan motions to table stating that this Commission is here to uphold the regulations and the regulations require a full submittal including a sample board of the material. This is a new building and the applicant admitted he is aware of the process. Commissioner Ryan stated the Commission has never approved a project using non-approved materials without seeing a sample of the material. He indicated the need to be consistent.

MOTION by Commissioner Ryan, Seconded by Commissioner Meyer recommending tabling the Dollar Tree project.

Discussion

Commissioner Ryan suggested that the applicant expedite the materials to staff for review by the Commission. Chair Donnay asked if Commissioner Ryan is changing his motion to approve pending the material samples being approved. Chair Donnay asked if staff would be OK with City Council approval without ARC approval. CD Director Doty stated that he has not done this process but is aware of it being done in the past. CD Director Doty noted that if the materials are not agreeable then it will go back to City Council for a second approval.

Meyer asked if removing the “tabled” but have “approval” subject to submittal of all materials, joint, anchoring system and colors for Commission review of the materials to approve what has been submitted.

AMENDED MOTION by Commissioner Ryan, Seconded by Commissioner Meyer recommending City Council approval subject to a complete submittal of all materials, joint, anchoring system and colors subject to review and approval by the architectural Review Commission for the Dollar Tree project. Motion carried with Handlos opposing.

OTHER BUSINESS

2014 Meeting Dates

CD Director Doty requested that the Commission review the dates and approve them.

MOTION by Commissioner Ryan, seconded by Commissioner Handlos to approve the 2014 meeting dates. Motion carried unanimously.

March 20, 2013 Commissioner Ryan noted that he will not be at that meeting.

NEXT MEETING

The next regular scheduled meeting is January 2, 2014 at 7:30 a.m.

ADJOURNMENT

MOTION by Commissioner Ryan, seconded by Commissioner Handlos to adjourn. Motion carried unanimously. The meeting adjourned at 5:27 p.m.

Approved by:

Submitted By:

Chair Kevin Donnay

Shanna Newman
CD Technical Clerk