
ARCHITECTURAL REVIEW COMMITTEE
MINUTES OF JANUARY 10, 2022 AT 2:00 P.M.

Chairperson David Stouffer called the meeting to order at 2:00 p.m. In attendance were Ron Cerutti, John Hulseberg, and Kim Kramer. Jeff Keppler and Doug Stice were absent. City Manager Michael Hall, Assistant City Manager Maggie Peck, and Director of Community Development John Sauter was also in attendance.

Approval of the Minutes

- A. Approval of Minutes from the December 13, 2021 Meeting

Motion

Kim Kramer moved to approve the December 13, 2021 minutes and Ron Cerutti seconded the motion.

Voice Vote

Chairperson David Stouffer called for a voice vote. All members present voted aye except John Hulseberg abstained. Motion carried 3-0-1.

Audience to Visitors – None

Action Items

- A. To review a Sign Permit
 - 1. 437 W. State St – Pappas Development

Director of Community Development John Sauter said this was discussed at the last meeting and the committee had concerns. Mr. Pappas and Mr. Kuhn at Banner Up revised the renderings and is present to answer any questions. The background color is softened making it more “downtown friendly”.

Dave Stouffer said it looks the same outside of the background color and asked if this would include the gooseneck lights that was discussed before.

John Sauter said that it does not include it because they discovered that the lights placed above the signs would actually be in the floor trusses between the first and second floor which wouldn’t provide access to that area. All the wiring would be in the floor so would be a dead area.

The committee discussed setting a date for any signs moving forward would have to comply with this new set of requirements.

Kim Kramer said she doesn’t have a problem with the lit signs and thinks the tan will diffuse the brightness.

Ron Cerutti said that he is ok with the modifications.

When asked, John Pappas said that he would pay to replace the sign on the far-east unit at Crystal Clinic. He said that he also changed to soft white LED lights.

Ron Cerutti said the signs today look nice and asked if it is the committee’s intention to make it a requirement to change or is there an openness to allow it to remain the way it is.

John Sauter explained that this committee is in an advisory capacity only and clarified that if the applicant is asking for any city grant money, it goes to the council, so certainly what happens with this committee will weigh into the council meeting when they consider grant money. Outside of that, it’s advisory. If they are going to require signs in the Conservation District be a certain type of sign, they would have to amend the Unified Development Ordinance (UDO). He explained that if the committee wanted to do that, it will require several steps of Public Hearing, PZC, and City Council to change the code.

Maggie Peck piggy-backed that they want to maintain the "Sycamore feel" but work with people that want to bring businesses downtown and continue to thrive. She thanked Mr. Pappas for continuing to bring businesses to Sycamore.

Motion

John Hulseberg made a motion to approve the application with the fifth unit also being changed and Ron Cerutti seconded the motion.

Voice Vote

Chairperson David Stouffer called for a voice vote. All members present voted aye. Motion carried 4-0.

- B. To review a Facade/Gateway Grant

- 1. 215 W. Elm St. Jim Edwards

Maggie Peck said Jim Edwards applied for 215 W. Elm Street to replace windows with the same look in other buildings downtown. She said the total is \$63,100 and the city does a matching grant of up to \$5,000. The applicant is on a corner lot and so he would be granted potentially two grants for this.

Motion

John Hulseberg made a motion to approve the façade grant for \$10,000 and Kim Kramer seconded the motion.

Voice Vote

Chairperson David Stouffer called for a voice vote. All members present voted aye. Motion carried 4-0.

Adjournment

Motion

John Hulseberg made a motion to adjourn the meeting and Kim Kramer seconded the motion.

Voice Vote

Chairperson David Stouffer called for a voice vote. All members present voted aye. Motion carried 4-0.

The meeting was adjourned at 2:24 p.m.

City Clerk, Mary Kalk