

CITY OF GERMANTOWN
DESIGN REVIEW COMMISSION
COUNCIL CHAMBERS – CITY HALL
Tuesday, July 25, 2023
6:00 p.m.

1. Call to Order: Chairman Paul Bruns called the meeting to order at 6:00p.m.
2. Roll Call and Establishment of a Quorum: Lillian Haddock, Planner, called the roll and established a quorum.

Members Present: Chairman Paul Bruns; Vice Chairman Christopher Schmidt; Secretary Robert Sloan; Heather Lewis; Laura Meanwell; Brian White; David Nischwitz; Brian Carney; and Alderman Sherrie Hicks.

Members Absent: None.

Staff Present: Cameron Ross, ECD Director; Sheila Pounder, ECD Assistant Director; Sarah Goralewski, Planning Division Manager; Lillian Haddock, Planner; and Robert McLean, Assistant City Attorney.

Approval of the Minutes

Mr. Schmidt moved to approve the Design Review Commission minutes of June 27, 2023, seconded by Ms. Meanwell.

ROLL CALL:

Schmidt – Yes
Carney - Abstain
Lewis – Yes
Hicks– Yes
Meanwell – Yes
Sloan – Yes
White – Yes
Nischwitz – Yes
Bruns – Yes

MOTION PASSED 8-0-1

3. Alderman Hicks made a comment regarding the water crisis.
3. Citizen Comments
Members of the public may speak to items on the agenda during the public hearing portion of each agenda item.
5. Consent Agenda*
 - A. Case Number & Project Name: (20-008) 7708 Poplar Pike
Location: 7708 Poplar Pike
Property Owner/Applicant: Abhay Bhargava
Request: Approval of Exterior Modifications (Paint) in Old Germantown (OG)

* Refer to complete applications, staff reports and attachments on file.

Mr. Sloan motioned to approve Consent Agenda Item No. 5A subject to the Commission’s discussion, staff comments in the staff report, and the documents and plans submitted with the application, seconded by Mr. Schmidt.

ROLL CALL:

Schmidt – Yes
Carney - Yes
Lewis – Yes
Hicks– Yes
Meanwell – Yes
Sloan – Yes
White – Yes
Nischwitz – Yes
Bruns – Yes

MOTION PASSED 9-0-0

6. Regular Agenda

- A. Case Number & Project Name: (23-026) Parks Wayfinding Sign Package
Location: City-Wide
Property Owner: City of Germantown – Mayor Mike Palazzolo
Applicant: City of Germantown Parks & Recreation Dept. – Natalie Ruffin,
Director
Request: Approval of a Parks Wayfinding Sign Package

Sarah Goralewski made a staff presentation.

Chairman Paul Bruns opened the public hearing.

Chairman Paul Bruns asked if anyone would like to speak in favor of this item and there were none.

Chairman Paul Bruns asked if anyone would like to speak against this item and there were none.

Chairman Paul Bruns closed the floor and called for a motion.

Mr. Sloan moved to approve a Parks Wayfinding Signage Master Plan for the City of Germantown, subject to the Commission’s discussion, staff comments in the staff report, and the documents and plans submitted with the application, seconded by Ms. Meanwell, with the following conditions of approval: 1) provide an example of the park identification signs with the name City of Germantown on the sign; and 2) determine how the existing historical markers will be treated.

Chairman Bruns led the DRC in a discussion.

Natalie Ruffin, Parks & Recreation Department Director, answered the commissioners’ questions.

Chairman Bruns called for a vote.

ROLL CALL:

Schmidt – Yes
Carney - Yes
Lewis – Yes
Hicks– Yes
Meanwell – Yes

Sloan – Abstain
White – Yes
Nischwitz – Yes
Bruns – Yes

MOTION PASSED 8-0-1

- B. Case Number & Project Name: (23-027) Poplar Collection
Location: 9289 Poplar Ave.
Property Owner/Applicant: Lily Shu
Representative: Sign Matters – Aaron Van Dyke
Request: Approval of a Ground-Mounted Directional Sign

Sarah Goralewski made a staff presentation.

City staff answered the commissioners' questions.

Chairman Paul Bruns opened the public hearing.

Chairman Paul Bruns asked if anyone would like to speak in favor of this item and there were none.

Chairman Paul Bruns asked if anyone would like to speak against this item and there were none.

Chairman Paul Bruns closed the floor and called for a motion.

Mr. Sloan moved to approve a ground-mounted directional sign "Option 1" for Poplar Collection retail strip, located at 9289 Poplar Ave., subject to the Commission's extensive discussion, staff comments in the staff report, and the documents and plans submitted with the application, seconded by Mr. White.

Chairman Bruns led the DRC in a discussion.

Chairman Bruns called for a vote.

ROLL CALL:

Schmidt – No, should be raised taller

Carney – No, will cause confusion to drivers/not much service to business owners

Lewis – No, taller

Hicks – Yes, least out of compliance with code

Meanwell – No, taller

Sloan – Yes, low profile as possible

White – Yes, closer to previously approved signs

Nischwitz – No, should be taller

Bruns – Yes, closer conformance to regulations

MOTION FAILED 4-5-0

Chairman Bruns called for a motion on Option 2.

Mr. Schmidt moved to approve a ground-mounted directional sign "Option 2" for Poplar Collection retail strip, located at 9289 Poplar Ave., subject to the Commission's discussion, staff comments in the staff report, and the documents and plans submitted with the application, seconded by Mr. Nischwitz.

Chairman Bruns led the DRC in a discussion.

Chairman Bruns called for a vote.

ROLL CALL:

Schmidt – No, too tall
Carney – No, too tall
Lewis – No, too tall
Hicks– No, too tall
Meanwell – No, too tall
Sloan – No, too tall
White – No, too tall
Nischwitz – No, too tall
Bruns – No, too tall

MOTION FAILED 0-9-0

Chairman Bruns called for a motion for an Option 3.

Mr. Nischwitz moved to approve a ground mounted sign that is 15” x 25”, and 28” tall, utilizing the sign design within “Option 1” that was presented for Poplar Collection retail strip, located at 9289 Poplar Ave., subject to staff’ administrative approval, seconded by Ms. Meanwell.

Chairman Bruns led the DRC in a discussion.

Chairman Bruns called for a vote.

ROLL CALL:

Schmidt – Yes
Carney - Yes
Lewis – Yes
Hicks– Yes
Meanwell – Yes
Sloan – No
White – Yes
Nischwitz – Yes
Bruns – Yes

MOTION PASSED 8-1-0

- C. Case Number & Project Name: (23-024) 7700 Poplar Pike
Location: 7700 Poplar Pike
Property Owner/Applicant: Cassandra Bell Warren and Deborah Williams
Request: Approval of a Change of Use (Single-Family Residential to Office) and a Revised Final Site Plan in Old Germantown (OG)

Sarah Goralewski made a staff presentation.

Chairman Paul Bruns opened the public hearing.

Chairman Paul Bruns asked if anyone would like to speak in favor of this item and there were none.

Chairman Paul Bruns asked if anyone would like to speak against this item and there were none.

Chairman Paul Bruns closed the floor and called for a motion.

Mr. Schmidt motioned to approve a revised final site plan and change of use (from single-family residential to office) at 7700 Poplar Pike in the Old Germantown zoning district, subject to the Commission's discussion, staff comments in the staff report, and the documents and plans submitted with the application, seconded by Mr. White.

Chairman Bruns led the DRC in a discussion.

Chairman Bruns called for a vote.

ROLL CALL:

Schmidt – Yes

Carney - Yes

Lewis – Yes

Hicks– Yes

Meanwell – Yes

Sloan – Yes

White – Yes

Nischwitz – Yes

Bruns – Yes

MOTION PASSED 9-0-0

7. Commission Liaison Reports:

Ms. Meanwell reported on the recent SmartCode Review Committee meeting.

Mr. Carney reported on the recent activities of the Historic Commission.

Alderman Hicks spoke about the Germantown Alert System.

8. Old Business:

Chairman Bruns asked if there was any old business and there was none.

9. New Business:

Chairman Bruns asked if there was any new business and there was none.

10. Adjournment:

There being no further business, comments, or questions by the Commission, Chairman Bruns announced the meeting was adjourned at 6:59 p.m.

Design Review Commission

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