

MINUTES OF THE REGULAR MEETING
OF THE ARCHITECTURAL REVIEW TASK FORCE
OF THE CITY OF SUNSET HILLS, MISSOURI
HELD ON WEDNESDAY, MAY 20, 2015

BE IT REMEMBERED that the Architectural Review Task Force of the City of Sunset Hills, Missouri met in regular session at City Hall Quarters, 3939 S. Lindbergh Blvd., in said City on Wednesday, May 20, 2015. The meeting convened at 7:31 a.m.

ROLL CALL

Present:	Kurt Krueger	-Chairman
	Terry Beiter	-Member
	Thomas Ortmann	-Member
	Kevin Studer	-Member
	Bryson Baker	-City Engineer
	Tina Heischmidt	-Recording Secretary
Absent:	Phil Hesse	-Ex-Officio Member

Alderman Krueger stated the May 6, 2015 minutes would be held for approval at the next meeting.

CONTINUED DISCUSSION OF ARB GUIDELINES AND PROCESS

Alderman Krueger reviewed and edited the ARB Guidelines discussed in the previous meeting. He stated the guidelines could consist of 1) additions to zoning, 2) additions to the comprehensive plan or 3) a separate ordinance. The members discussed each guideline and what it would consist of.

Alderman Krueger reviewed and edited the Process discussed in the previous meeting. He stated the guideline could be either a separate review with recommendations to the Board of Aldermen or a separate review by staff, divisor or a subcommittee of Planning and Zoning. The members discussed what the review would consist of.

There was discussion among the members to clarify the ARB Guidelines and the process as discussed in the May 6, 2015 meeting.

FORMULATE RECOMMENDATION

Alderman Krueger stated the conclusion from the committee is that Architectural Review Board guidelines are necessary. He stated the guidelines should apply to commercial, industrial, and residential for both new construction and renovations. Accessory structures would also be subject to the guidelines. Temporary structures that do not require a building permit would be exempt from the guidelines.

Alderman Krueger stated the recommendation from the committee is for the Architectural Review Board guidelines to become part of the Planning and Zoning ordinance for each zoning district. He stated the goal is to provide clear, concise guidance to developers so there are no

questions during or after the process. The guidance is not meant to be an encumbrance to a developer but a direction for them to follow.

Alderman Krueger stated the recommendation from the committee is for the ARB authority review to be a licensed professional in architecture or the equivalent based on established guidelines.

The committee stated these are the recommendations for ARB guidelines and the process to be followed. These were developed based on the discussions that took place in the course of all the meetings of the Architectural Review Task Force.

Alderman Krueger stated he would write up the actual recommendations for distribution to the members for continued discussion. He stated the committee could examine the recommendations and vote on them at the next meeting.

NEXT MEETING DATE

The next meeting date will be June 10th at 7:30 a.m. in the Public Works conference room.

ADJOURNMENT

Mr. Studer made a motion to adjourn the meeting at 8:15 a.m. Mr. Beiter seconded the motion, and it was unanimously approved.

Recording Secretary,



Tina M. Heischmidt