

**I. CALL TO ORDER:**

Chairman Baldoni called the meeting to order at 7:02 p.m.

**II. ROLL CALL:**

Present were Chairman Baldoni and Commissioners Russell, Martin, and Seifert. Commissioners Davies and Lemajeur were absent. Also present was Community Development Director Timothy Scott and one (1) person in the audience, Mr. Ron Starrenburg, Property Manager for Mr. Greg Samata.

**III. APPROVAL OF AGENDA:**

**MOTION:** Moved by Commissioner Seifert and seconded by Commissioner Russell to approve the agenda as presented. Motion carried by unanimous voice vote.

**IV. APPROVAL OF MINUTES:**

**A. Meeting of October 11, 2016**

**B. Meeting of December 13, 2016**

**MOTION:** Moved by Commissioner Seifert and seconded by Commissioner Russell to approve the minutes of the Meeting of October 11, 2016 as presented. Upon roll call, motion was approved.

**AYES:** Commissioners Martin, Russell, Seifert, and Chairman Baldoni

**NAYS:** None

**ABSENT:** Commissioners Davies and Lemajeur

**MOTION:** Moved by Commissioner Russell and seconded by Commissioner Martin to approve the minutes of the Meeting of December 13, 2016 as presented. Upon roll call, motion was approved.

**AYES:** Commissioners Martin, Russell, Seifert, and Chairman Baldoni

**NAYS:** None

**ABSENT:** Commissioners Davies and Lemajeur

**V. QUESTIONS FROM THE AUDIENCE:** There were none.

**VI. UNFINISHED BUSINESS:** There was none.

**VII. NEW BUSINESS:**

- A. ARC2017-01 – 107 South Second Street – Discussion of Concept for Demolition of Building and Construction of Outdoor Dining Patio for Francesca’s Campagna, 127 West Main Street**

All four commissioners present individually expressed their comfort with and support for the idea of an outdoor dining area at 107 South Second Street.

Commissioners acknowledged that an outdoor dining area could provide an amenity for patrons of Francesca's, which in turn would bolster support for this important, long-standing restaurant and help it remain relevant in an increasingly-competitive environment.

Commissioners agreed that the presence of a well-designed outdoor dining area at this location would generally represent a net gain to and enhancement of the downtown district.

However, Commissioners emphasized the importance of seeing a plan for the outdoor dining area prior to formally considering an advancement of the concept.

Commissioners also expressed a desire to see the outdoor area be physically appealing on its own beyond the mere function of a patio with tables and chairs.

In this regard, potential elements that should be considered in the design of an outdoor dining area raised and discussed by Commissioners included the following:

- Hardscape – With a patio design, paving bricks should be of a quality at least reflective of, compatible with, and complementary to, those used in the Village's public walks.
- Landscape – Landscaping should be provided to soften the area. Landscaping could be provided in planters integrated into the edge/decorative fence or grown from small beds up and over a pergola/trellis. Plant material could be selected so as to provide four seasons worth of beauty.
- Decorative fencing – The patio area should be defined by an appropriately-scaled and code-compliant decorative metal fence. This perimeter fence could include masonry columns to demarcate the patio's entrance and/or separate sections of fence for a more substantial and polished appearance.
- Pergola – To broaden the appeal of the patio space and ensure that it remains comfortable even on hot summer afternoons, a pergola should be considered. Such a structure would offer some measure of shade, provide spatial definition, and create a more substantial presence (contribution to the streetscape even when not in use).
- Treatment of Neighboring Blank Walls – Any blank walls exposed by the creation of the patio area should be thoughtfully addressed. Creation of a finished appearance could be accomplished with masonry, stucco, mural/fresco/graphic, false wood doors, landscape screen (metal trellis with vine), or a combination of these elements.
- Lighting – Given the popularity of outdoor dining patios into the evening, provisions for lighting should be addressed, such as mounting on the south wall of the neighboring building to the north (Otto's Shoe Repair) or incorporating into the columns of the decorative fence and/or pergola.

- Heating – To increase the utility and appeal of the outdoor dining area and extend its seasonal use, consideration should be given to heating elements. Options include, among potentially others, movable, pole-style heating fixtures, fire table(s), and/or fire place(s).
- History – To acknowledge and celebrate the address, a large plaque, either freestanding or mounted, should be crafted and displayed prominently. It would include an image of the building and well-researched content relaying its history (owner/builder, uses over time, and the like).

Mentioned for reference was the ARC-approved outdoor patio area adjoining the Blue Line Bar & Grill at the Leafs Ice Centre in the Oakview Corporate Park that was completed last fall.

With a demolition contractor working downtown at the present time, noted was the potential opportunity to leverage their presence and availability.

Acknowledged was that preparation of a plan by the property owner would require time to develop and that input from the management/ownership of Francesca's would have to be sought.

Presuming development of a plan and terms agreeable to the parties (property owner, restaurant tenant, and the Village) were to be achieved, relayed was that construction could be anticipated in the spring when weather permits.

Summarized was the tentative process for moving forward:

- Development of the property owner's illustrative plan with submittal to the Village;
- Consideration of the plan at an upcoming meeting of the ARC, which, depending upon turnaround time by the property owner, could be at a regularly-scheduled meeting or a special call if warranted; and,
- Should there be ARC support for the plan, in order to provide formal approval, which would authorize building demolition, a letter of intent (contract and/or other appropriate documentation) detailing a formal commitment to building the project and any mutually agreed-to additional elements by a date certain would be required so as to ensure completion of a project of lasting value.

**VIII. CHAIRPERSON'S REPORT: None**

**IX. REPORTS & QUESTIONS FROM COMMISSIONERS: None**

**X. STAFF REPORTS:**

Director Scott provided a brief update on the status of development projects throughout the Village.

**XI. ADJOURNMENT**

**MOTION:** Moved by Commissioner Russell and seconded by Commissioner Martin to adjourn the Appearance Review Commission meeting. The motion was unanimously approved. The Appearance Review Commission meeting adjourned at 8:37 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Timothy Scott", with a long horizontal flourish extending to the right.

Timothy Scott, AICP, CNU-A  
Community Development Director