

**ARCHITECTURAL REVIEW BOARD
CITY OF TOWN AND COUNTRY
MONDAY, OCTOBER 4, 2021**

REGULAR MEETING

The regular meeting of the Architectural Review Board of the City of Town and Country was held on Monday, October 4, 2021 at the Municipal Center.

ROLL CALL

The 5:30 PM roll call indicated Chairman Even, Members Benes, Clarke, Proost and Wright were present. Members Arzano, Forbringer and Sutcu were absent.

Ryan Spencer, Planner, was also present.

MINUTES – 09/07/21

Chairman Even called for corrections or amendments.

Hearing none, Mrs. Proost moved for approval, seconded by Mrs. Wright.

A voice vote was taken and carried unanimously.

ARCHITECTURAL REVIEW(S)

NEW BUSINESS

2721 N Ballas Road – Commercial Building

Scott Fehl, Nova Group, and Chris Kempf, Spirit Energy, were present on behalf of the request.

Utilizing a PowerPoint presentation, Mr. Fehl described the project as a remodel of the existing gas station at the corner of Clayton and Ballas. He explained they are proposing the elimination of the auto repair shop and converting it to a convenience store. He stated they are not expanding the size of the building but will reconfigure the location of the gas pumps and add landscaping.

Ms. Wright suggested adding more architectural elements since this building is located at a major intersection. Mrs. Proost suggested adding planters for more landscaping around the building.

Discussion was held regarding the design of the canopy and fencing. Mr. Kempf stated they are researching designs for the canopy and they are still discussing the fence style with the neighbors that abut the property.

Mrs. Wright moved to continue the project to the meeting of Monday, November 1, 2021. Mr. Clarke seconded the motion and carried unanimously by voice vote.

6 Muirfield Lane – Residential Addition

Tony Camacho, Legacy Design Group, was present on behalf of the request.

Mr. Camacho described the project as a covered patio with an outdoor fireplace in the rear of the house. He explained they currently have a permit however after construction started the owners wanted to expand the size which then triggered the requirement for approval through Architectural Review.

Mrs. Proost moved for approval, seconded by Mrs. Wright.

A voice vote was taken on the motion to approve and the Board unanimously approved the architectural review and authorized the issuance of a building permit when the requirements for all applicable codes and ordinances have been met.

2 Muirfield Lane – Residential Addition

Dan Kary, Lakeside Exterior, was present on behalf of the request.

Mr. Kary described the project as a first floor living room addition and an expansion of the covered porch on the rear of the house.

Mrs. Benes moved for approval, seconded by Mr. Clarke.

A voice vote was taken on the motion to approve and the Board unanimously approved the architectural review and authorized the issuance of a building permit when the requirements for all applicable codes and ordinances have been met.

13218 Lochenheath Court – New Residence

Michelle Doering, MRM Manlin Group, was present on behalf of the request.

Ms. Doering described the project as a new house in the Lochenheath Subdivision with a three-car side entry garage. She stated they built the house just to the right of this proposal and own four lots total in the subdivision. Samples of the hardie board siding and trim to be used were shown.

Chairman Even inquired where the doors for the walkout basement will be located. In response, Ms. Doering stated the ideal location would be in the game room.

Alan Birtwistle, 13253 Romany Way Ct, asked about the slope of the lot, landscaping and stormwater. In response, Mr. Spencer explained the Public Works Department will monitor the siltation control on the property during construction to minimize damage to neighboring properties. He also encouraged a discussion between Mr. Birtwistle and MRM Manlin Group to determine the location for additional trees.

Hearing no further comment Mrs. Proost moved for approval, seconded by Mrs. Wright.

A voice vote was taken on the motion to approve and the Board unanimously approved the architectural review and authorized the issuance of a building permit when the requirements for all applicable codes and ordinances have been met.

1967 Karlin Drive – Residential Addition

Nathan Rauh, Naismith Allen, was present on behalf of the request.

Mr. Rauh described the project as a substantial story and a half addition and exterior renovation with dormers added to the front to break up the roof.

Chairman Even called for any public comments.

Hearing none, Mr. Clarke moved for approval. Mrs. Wright seconded the motion.

A voice vote was taken on the motion to approve and the Board unanimously approved the architectural review and authorized the issuance of a building permit when the requirements for all applicable codes and ordinances have been met.

494 Killearn Lane – Residential Addition

Nathan Rauh, Naismith Allen, was present on behalf of the request.

Mr. Rauh described the project as the addition of a hearth room and master suite. He stated they will also add dormers to match the existing style and repaint the house white.

Chairman Even called for any public comments.

Hearing none, Mrs. Proost moved for approval. Mr. Clarke seconded the motion.

A voice vote was taken on the motion to approve and the Board unanimously approved the architectural review and authorized the issuance of a building permit when the requirements for all applicable codes and ordinances have been met.

931 Cabernet Drive – Residential Addition

Jeff Day, Jeff Day and Associates, was present on behalf of the request.

Mr. Day described the project as a two-car garage expansion with materials matching the existing house.

Mrs. Proost moved for approval, seconded by Mr. Clarke.

A voice vote was taken on the motion to approve and the Board unanimously approved the architectural review and authorized the issuance of a building permit when the requirements for all applicable codes and ordinances have been met.

13513 Kings Glen Drive – Accessory Structure

Jacque Dilport, owner, was present on behalf of the request.

Chairman Even announced she has walked this property with the owners to view the portion of the structure that has already been constructed and a stormwater project.

Mrs. Dilport described the project as the addition of a pavilion over the existing patio. She explained they had already started construction due to a misunderstanding of a previously approved permit from 2017. She stated they thought they could change the scope of work from an outdoor room to a pavilion and did not realize until a stop work order was issued that they needed to obtain a Conditional Use Permit and approval through the Architectural Review Board.

Mrs. Proost moved for approval, seconded by Mr. Clarke.

A voice vote was taken on the motion to approve and the Board unanimously approved the architectural review and authorized the issuance of a building permit when the requirements for all applicable codes and ordinances have been met.

OTHER**ADJOURN**

On motion of Mrs. Proost, seconded by Mrs. Wright and unanimously confirmed by voice vote, the meeting adjourned at 6:19 PM.



Laura Lowell
Administrative Assistant