



I. CALL TO ORDER

Chairperson Marisa Roberts called the meeting to order at 6:00pm.

II. ROLL CALL

Trustee Liaison: Mike Barth

Chair: Marisa Roberts

Members: Sandra Muchin-Kofman-excused
John Krampf
Dan Zitzer
Tony Aiello-alternate
Liz Levins-alternate

Also Present: Administrative Specialist Cindy Baker
There was one person in the audience

III. APPROVAL OF MINUTES

A. Approval of the December 9, 2019 minutes.

Motion by Trustee Barth, seconded by John Krampf, to approve the December 9, 2019 minutes.
Motion carried unanimously.

IV. BUSINESS

**A. Replace bay window with awning window and door with window
9708 N Lake Dr.
17-050-02-05-001**

Tom Blau, LaBonte Construction appeared on behalf of the project. There were no neighbors in attendance.

The applicant proposes replacing a bay window with awning window and replacing a door with window. Mr. Blau stated the awning window replacing the bay window will allow more air to flow into the kitchen, which will be undergoing an interior remodel.

Chairperson Roberts questioned what an awning window is, and will the outside bricks be replaced from door removal. Mr. Blau stated an awning window is hinged vertically to allow the bottom of the window to open. Mr. Blau noted the door never was used and the homeowner wanted to replace it with a window and stated the bricks will be replaced to match the exterior of house.

Chairperson Roberts question the notation on the building plan of a patio door. Mr. Blau stated the patio door was noted to show another exit from kitchen after removing the door.

Motion by Trustee Barth, seconded by Liz Levins, to approve the awning window and window replacing door. Motion carried unanimously.

V. ADJOURNMENT

Motion by John Krampf, seconded by Trustee Barth, to adjourn the meeting at 6:05pm. Motion carried unanimously.

Respectfully submitted,

Cindy Baker
Administrative Specialist