



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: John Krampf
Dan Zitzer
Liz Levins

Also Present: La'Neka Horton
There was one person in the audience

III. APPROVAL OF MINUTES

A. Approval of the January 13, 2020 minutes.

Motion by Trustee Barth, seconded by John Krampf, to approve the March 2, 2020 minutes. Motion carried unanimously.

IV. BUSINESS

**A. Window replacement & enlargement. Storm & door replacement.
803 E. Donges Rd.**

John McDonald appeared on behalf of the project. There were no neighbors in attendance.

The applicant proposes replacing three windows with larger windows starting 20 inches below current windowsill. A new exterior door and storm door will also be installed.

Chairperson Roberts questioned whether the door and window styles would be changing. Mr. McDonald stated this was a new door and noted the window style would be the same as the existing windows.

Margaret Zitzer requested an explanation of double shoulders. Mr. McDonald stated double shoulders are double 2 x 4 used for support between the windows.

Motion by ARC member Levins, seconded by Trustee Krampf to approve the window, storm and door replacements. Motion carried unanimously.

V. ADJOURNMENT

Motion by Chairperson Roberts, seconded by Dan Zitzer, to adjourn the meeting at 6:10 p.m. Motion carried unanimously.

Respectfully submitted,

La'Neka Horton