

**JOINT ARCHITECTURAL BOARD/PLAN COMMISSION MINUTES AMENDED  
MONDAY AUGUST 18, 2025  
6:30 PM  
BOARD ROOM  
MUNICIPAL BUILDING, 210 COTTONWOOD AVE.**

Present: Jeff Pfannerstill, Tim Hallquist, Jeff Bierman, David DeCourcy-Bower (via Zoom), Jeff Pfannerstill (via Zoom) and Ann Wallschlager.

Others Present: Scott Hussinger, Deputy Clerk Bushey, Bailey

Call to Order- 6:30 pm

Roll Call taken. All present with one vacancy.

Public Comments: Please be advised the Joint Architectural Board/Plan Commission will receive comments from the public related to any item(s) on the agenda for a three-minute time period per person, with time extensions per the Chairman's discretion.

- No Comments

- **Consideration of a motion to nominate a Chairperson Pro-Tem for tonight's in lieu of Chairman Pfannerstill attending via Zoom and not being physically at the meeting -**

Motion (Hallquist/Bierman) to nominate Wallschlager as Chairman Pro-Tem for tonight's meeting. Carried. (6-0).

1. **Consideration of a motion to approve the Jt. Architectural Board/Plan Commission minutes of July 21 2025 –**

Motion (Hallquist/Bierman) to approve the Jt. Architectural Board/Plan Commission minutes of July 21, 2025, Carried. (6-0).

2. **Architectural Board review and consideration of an application for signage for Ryno Development, LLC, 614 W. Capitol Drive -**

Ryan Menghe, the owner of Ryno Development, was present and explained the signage. Hallquist asked if it will be lighting for the sign and Mr. Menghe said yes it would be externally lit. Due to it being in a residential area it was stated that it should be on a timer with a shut-off time being 9 pm. Hussinger asked about landscaping around the sign and said there should be some low ground cover around the sign. The petitioner said he would also like to change the position of the sign from perpendicular to W. Capitol to parallel to W. Capitol.

Motion (Hallquist/Bierman) to approve the application for signage for Ryno Development, LLC, 614 W. Capitol Drive with landscaping at base of sign and the external lighting on a timer. Carried. (6-0).

3. **Architectural Board review and consideration of an application of façade improvements to 614 W. Capitol Drive –**

Ryan Menghe said the house is in the historic district and he would like to do redo the roof with new shingles and gutters. He would also like to replace the soffit and the fascia he will replace with composite vs wood. He was asked how old the home is, and he said 1934. Brief discussion on the roof.

Motion (Bierman/Hallquist) to approve the application of façade improvements to 614 W. Capitol Drive. Carried. (6-0).

**4.** Plan Commission review and consideration of a Conditional Use Permit for Boros Real Estate, LLC, dba Adava Care, 300 E. North Shore Drive-

Building Inspector Hussinger this is just a formality in change in ownership. He said the sign was reviewed last month.

a. Public Hearing for Conditional Use Permit-

Opened at 6:39 pm. There were no comments. Public Hearing was closed at 6:39 pm.

b. Consideration of a motion to recommend approval of the Conditional Use Permit.

Motion (DeCourcy-Bower/Hallquist) to approve the Conditional Use Permit. Carried (6-0).

**Announcements-**

- Hartland Street Dance is this weekend.
- Another Informational meeting will be held Wednesday at 6:05 pm in the Community Center.

**5. Adjourn**

Motion (Hallquist/Bierman) to adjourn. Carried (6-0).

Adjourned at 6:42 pm.

Respectfully submitted by

Recording Secretary,

Deidre Bushéy, Deputy Clerk