

**Minutes of Meeting
Ladue Architectural Review Board Guidelines Committee
City of Ladue, St. Louis County, Missouri
October 11, 2017**

The meeting began at 4:00 pm. The following members were present:

Robbye Toft – Chair
Matt Wolfe
Kathy Williams
Fred Goebel
Chris Cedergreen
Andrea Sukanek (ex-officio)
Ashley Quinn (minutes transcription)

Ms. Toft called for the approval of the minutes from the September 6, 2017 meeting.

Mr. Goebel made a motion to approve the minutes as submitted, Ms. Williams seconded the motion. All present voted “aye” and the minutes were approved. A discussion followed about when and if the committee would be presenting the guidelines draft to other City staff and officials for input. Ms. Toft shared that the City of Hillsboro’s guidelines process did include the input of local architects, builders and homeowners. The board discussed if they were to share the draft with a panel of individuals how those people could be chosen and what a timeline for completion might be.

Mr. Cedergreen distributed documents he had prepared based on the guidelines of the city of Lake Forest, IL. There was a discussion about merging the introduction written by Ms. Sukanek with some of the wording from Mr. Cedergreen’s sample documents. Mr. Goebel wants to make sure that the introduction does not ignore homes in Ladue that are not large estates.

Ms. Toft suggested including a listing of the Ladue residential zoning districts, the number of homes within them and the percentage of area per zone.

The members would markup the documents from Lake Forest and send their revisions and suggestions to Ms. Sukanek.

The committee discussed not including pages with descriptive styles but would like to add a section on “process” for ARB into the table of contents as #2.

Mr. Wolfe presented the guidelines and standards sections on doors and windows.

Documentation from Ms. Williams on materials was presented. It will be merged with the documents from Mr. Cedergreen and disseminated to members for further input. Mr. Wolfe would provide window and door illustrations.

Ms. Williams excused herself from the meeting at 5:35pm.

The committee discussed needing a section to address outdoor improvements such as garden structures, hardscape features, driveway gates, and retaining walls, etc.

Ms. Sukanek would reach out to the city of Lake Forest regarding the application of their guidelines and any input they may have.

The next meetings were tentatively set for Tuesday, November 21st and Monday, December 11th at 4:00pm.

All comments, suggestions and revisions should be sent to Ms. Sukanek by November 13th so that packets could be prepared for everyone to review before the next meeting.

Mr. Wolfe made a motion to adjourn, all members present voted "aye" and the meeting was adjourned at 5:55pm.

A. Wolfe
11/21/17