

**Minutes of Meeting
Ladue Architectural Review Board Guidelines Committee
City of Ladue, St. Louis County, Missouri
December 19, 2017**

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

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

The meeting was called to order. Ms. Toft shared with the Committee that Kathy Williams had resigned from the Committee and would no longer be in attendance. A request was made for approval of the meeting minutes from November 21, 2017. Mr. Cedergreen made a motion to approve. Mr. Goebel seconded the motion and all members voted “aye”. Minutes were approved as submitted.

Ms. Toft stated that with Ms. Williams departure there may need to be some additional attention to the materials section by other members of the Committee.

A discussion ensued regarding the incorporation of pictures and diagrams as examples. The Committee felt that the more visual examples included, the better. Mr. Goebel shared that he hoped the document would be reviewed before applicants went to ARB. Visual examples of what the ARB was looking for would be helpful in the review process.

Ms. Toft and Ms. Sukanek explained the review process of the final document. It would be to the Planning and Zoning Commission for their review and recommendation. After that recommendation, the final document would go to City Council.

The Committee discussed the addition of the section for “Existing Development”. Ms. Sukanek posed the question of adding more architectural information, possibly about materials and styling. The Committee did not feel that was necessary. It was the consensus that there was no single architectural style relative to a single district and the guidelines and standards would apply equally.

Ms. Toft and Ms. Sukanek would work together to condense the document and remove excessive and redundant wording. Any suggestions from Committee members could be e-mailed for incorporation. It was suggested that the City of Ladue logo be added to the pages, either in the header or footer so that the document directly referred to the City.

The Committee then discussed the specific contents of the “Materials and Detailing” section. Some wording changes were proposed. One of which was the use of the word “should” as opposed to the word “shall”. Rather than be specific to residential housing the Committee

would like some wording that pertains to commercial development as well. They felt it was important for the commercial wording to be context sensitive.

Under the materials section for “Facades and Exterior Walls”, stucco needed to be it’s own material, not listed under “masonry”. Use of the term “natural materials” should be replaced with wording to express that high-quality materials are preferred or expected. Ms. Sukanek would work on rewording to add that expression to the relative sections. The Committee would also like a note or statement that plastic and vinyl materials are not acceptable.

Under the section of “Doors” the Committee would like to see illustrations for doors in different materials, not only the picture included that was depicted in siding.

Under the section of “Windows” a statement should be added that “if window muntins are used, they must be present on the exterior.”

The Committee discuss possible meeting dates in January. A tentative date of January 17th, 2018 was set.

Ms. Toft made a motion to adjourn, Mr. Wolfe seconded the motion. Meeting adjourned at 5:45.