



**Architectural Review Board**  
**DRAFT Meeting Minutes**  
**Monday, September 16<sup>th</sup>, 2024, 7:00 p.m.**  
Council Chambers – Kirkwood City Hall  
139 S. Kirkwood Road – Kirkwood, MO 63122

**Members Present**

Chris Burton, Vice Chairman  
Michael Marlo  
Ben Arenberg  
Dick Gordon  
Don Anderson

**Members Absent**

Mark Campbell, Chairman  
Ninad Garware

**I. Call Meeting to Order and Approval of Minutes**

Mr. Burton called the meeting to order at 7:00 p.m. and asked if there were any comments for the September 3<sup>rd</sup> meeting minutes. Mr. Gordon made a motion to approve the September 3<sup>rd</sup> minutes. Seconded by Mr. Anderson. Motion approved unanimously.

**II. Sign Review - Old Business**

**III. Sign Review - New Business**

a. 27-24S 124 W Jefferson Ste 101 – B2

Landmark Sign Company, applicant – hanging sign and window decals  
Staff needed to attend to audio issues for the beginning of this discussion and it was not properly recorded. When staff returned, **a board member motioned to approve the project as submitted. Another board member seconded the motion. Motion approved unanimously.**

b. 28-24S 1244 S Kirkwood Rd – B5

DK Sign & Lighting, applicant – Buffalo Wild Wings wall signs and window decals  
Dennis Vaughn from DK Sign & Lighting presented to the Board. Staff needed to attend to audio issues for the beginning of this discussion and it was not properly recorded. When staff returned, the Board members were discussing what color the exterior wall next to the main entrance sign would be painted. The submitted drawings made it seem as if it would be white, but the Board would prefer a yellow or a color that is part of the branding colors. The Board noted that if it was a darker color, the planned LED lights on the side would be less effective. **Mr. Anderson motioned to continue the case to the October 7<sup>th</sup> meeting. Seconded by Mr. Gordon. Motion approved unanimously.**

c. 29-24S 215 S Kirkwood Rd – B2

Lawrence Fabric, applicant – Imo's Pizza new awning canopies  
No representative was present for this application. Because the Board had no issues with the proposal, they moved forward with their motion. **Mr. Marlo motioned to approve the project as submitted. Seconded by Mr. Gordon. Motion approved unanimously.**

**IV. Residential Review - Old Business**

**V. Residential Review - New Business**

a. 133-24R 857 Stable Ridge Rd – R3

Mikhail Digman, applicant – covered rear porch with outdoor fireplace  
Mike Killeen presented to the Board, who had no comments. **Mr. Marlo motioned to approve the project as submitted. Seconded by Mr. Gordon. Motion approved unanimously.**

b. 134-24R 506 Coverdale Ave – R4

Evergreen Homes, applicant – new single-family home  
Dan Stauder presented to the Board. The Board discussed the need for windows on the side of the garage and on the rear 2nd floor in the attic space. They noted the need to cover the underneath of the deck. They would like to see the rear gable mimic the style of the front gable.

**Mr. Gordon motioned to approve the project with the following requirements: 1) Add two windows in the garage on the south elevation, 2) add two windows in the 2<sup>nd</sup> floor attic space on the rear elevation, 3) on the rear gable, use trim boards to mimic the front gable design, and 4) cover the space below the deck to grade with lattice, fascia board, or a similar material. Seconded by Mr. Arenberg. Motion approved unanimously.**

c. 135-24R 919 Simmons Ave – R4

Agape Construction, applicant – primary bedroom addition

Taylor Huston presented to the Board. The Board confirmed the roof connection was sufficient.

**Mr. Anderson motioned to approve the project with the following requirements: 1) Use fascia board to cover the area between the project and grade, not lattice. Seconded by Mr. Gordon. Motion approved unanimously.**

d. 136-24R 604 E Essex Ave – R3

Matt and Megan Graves, applicants – front porch addition

The homeowners presented to the Board. The Board discussed hiding the piers, the need for the columns to have caps and bases, and the materials used for the columns and railings. **Mr.**

**Anderson motioned to approve the project with the following requirements: 1) the 2<sup>nd</sup> floor columns need caps and bases to match the lower posts, 2) the piers either be under the concrete or hidden from view, and 3) add gutters and downspouts. Seconded by Mr. Gordon. Motion approved unanimously.**

e. 137-24R 310 Emmerson Ave – R3

Benchmark Homes, applicant – new single-family home

Jeff Brinkman presented to the Board. The Board discussed the need for another full column in the middle and 2 half columns on either end of the front porch as well as spacing the columns evenly. They noted the need for the highest front gable to extend into the rear elevation. **Mr.**

**Anderson motioned to approve the project with the following requirements: 1) On the front porch, add a ½ column to either end of the porch, 2) On the front porch, add one more full column and space them evenly, 3) Add 1-2 windows on the rear elevation of the garage, 4) extend the highest front gable into the rear elevation by at least 3 feet. Seconded by Mr. Gordon. Motion approved unanimously.**


f. 138-24R 1141 S Glenwood Ln – R1

JP Melton Design LLC, applicant – exterior and interior renovations, new roof

John P. Melton presented new drawings to the Board that proposed 2 shed dormers instead of the original submittal. The Board and the applicant discussed the best way to bring light into the space while providing a distinction to the front elevation and using an appropriate pitch. **Mr.**

**Anderson motioned to approve the project with the following requirements: 1) The new drawings submitted at the meeting that show the two shed dormers be submitted for permitting. Seconded by Mr. Gordon. Motion approved unanimously.**

Mr. Burton asked if there was any other business that needed to be addressed and upon hearing there was not, adjourned the meeting at 8:20 p.m.

	Chris Burton, Vice Chairman
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