



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: Sandra Muchin-Kofman-excused
John Krampf
Dan Zitzer-excused
Tony Aiello-alternate-excused
Liz Levins-alternate-not in attendance

Also Present: Administrative Specialist Cindy Baker
There was one person in the audience

III. APPROVAL OF MINUTES

A. Approval of the November 11, 2019 minutes.

Motion by Trustee Barth, seconded by John Krampf, to approve the November 11, 2019 minutes.
Motion carried unanimously.

IV. BUSINESS

**A. Replace window with door in garage
9610 N Lake Dr.
17-050-01-06-000**

Dana Riemer, of Gabor Design and Build appeared on behalf of the project. There were no neighbors in attendance.

The applicant proposes replacing a window with a door at the side yard of this property.

Chairperson Marissa Roberts questioned if a stoop would be placed from the garage to the back yard. Mr. Riemer stated there is not a need for a stoop as the door would be flush with the foundation and noted gravel would be placed outside of the door.

Trustee Barth questioned if a soffit would be installed above the new door and if the molding around the door would match the home. Mr. Riemer stated a soffit already exists above the door, the molding would match the home and an exterior light will be installed next to the door.

Motion by John Krampf, seconded by Trustee Barth, to approve the replacing of window with a door. Motion carried unanimously.

V. ADJOURNMENT

Motion by John Krampf, seconded by Marissa Roberts, to adjourn the meeting at 6:05pm.
Motion carried unanimously.

Respectfully submitted,

Cindy Baker
Administrative Specialist