



## City of Birmingham Design Review Committee Meeting Minutes June 9, 2021

**Meeting Time:** 7:30 a.m.

**Meeting Location:** Webex Video and Teleconference

**Video Link:** <https://birmingham.webex.com/birmingham/j.php?MTID=m804921fa1382931a0ae93b7e14b8600b>

**Meeting Phone Number:** 1-415-655-0002 United States Toll or 1-312-535-8110 United States Toll (Chicago)

**Meeting Number (access code):** 187 933 4411

**Meeting Password:** KGz6sqUtQ54

---

Applicants please note: The decisions of the Design Review Committee (the Committee) are binding. It is each applicant's responsibility to see that the decisions of the Committee are carried out as stipulated. Any changes or deviations from the Committee's decision, including but not limited to: colors, forms, configurations, materials, assemblies or any other aspects of the approved work shall not be undertaken by the applicant or the applicant's agent unless said changes are approved by the Committee beforehand. Under the terms of City ordinance, any change or deviation from work approved by the Committee constitutes a violation of the ordinance and renders the applicant subject to citation with penalties as prescribed by a city magistrate.

---

**Members Present:** Abra Barnes, Scott Burnett, Creig Hoskins, Richard Mauk, Sheila Montgomery-Mills, Chris Swain, Ben Wieseman, Brian Wolfe

**Members Absent:** Ivan Holloway, Lea Ann Macknally, Willie Oliver

**Staff Present:** Julie Barnard, Karla Calvert, Lauren Havard, Pamela Perry, John Sims

**Others Present:** Cornelius Arrington, David Brandt, Stephanie Britton, Dina Hendrix, Matt Higgins, Cheri Keith, Rachel Kelly, Jim Masone, Randall Minor, Hanno van der Bijl

**Call to Order:** The meeting was called to order at 7:30 a.m. by Chairman Mauk. He stated that the minutes from the 5/26/21 meeting were ready. Wieseman made a motion to approve the minutes. Montgomery-Mills seconded. The motion carried unanimously.

- I. Name:** Ms. Stephanie Clements Britton  
**Site Address:** 416 28th Street South  
**District:** Lakeview  
**Requesting approval for:** New Construction Final

**Statements:** Ms. Britton presented her plan to build a new building in Lakeview. She stated that the site plan had not changed since the conceptual plan was approved. Wolfe asked if any details had changed on the façade of the building. Ms. Britton stated that the rooftop terrace details had changed a little bit since they would be reusing trusses to build the rooftop lounge. Wieseman stated that he appreciated the applicant working with the DRC to come to a resolution on the design of this building that was acceptable



## City of Birmingham Design Review Committee Meeting Minutes June 9, 2021

**Meeting Time:** 7:30 a.m.

**Meeting Location:** Webex Video and Teleconference

**Video Link:** <https://birmingham.webex.com/birmingham/j.php?MTID=m804921fa1382931a0ae93b7e14b8600b>

**Meeting Phone Number:** 1-415-655-0002 United States Toll or 1-312-535-8110 United States Toll (Chicago)

**Meeting Number (access code):** 187 933 4411

**Meeting Password:** KGz6sqUtQ54

---

to everyone. Ms. Britton also stated that they would be reusing the brick from the original building if at all possible. She stated that they should have enough brick, but presented their contingency plan, just in case.

**Motion:** Hoskins made a motion to approve this proposal as presented.

**Motion seconded by:** Montgomery-Mills

**Discussion:** none

**Vote:** The motion carried unanimously.

- II. Name:** Mr. Jim Masone  
**Site Address:** 5521 1<sup>st</sup> Avenue South  
**District:** Woodlawn  
**Requesting approval for:** Façade Improvement

**Statements:** Mr. Masone presented his plan to refresh the façade of a building in Woodlawn. He stated that he would be returning the façade to how it looked originally. He stated that the configuration of the storefront windows should be two panes of vertical glass per transom. He also stated that he would use the same materials as the original, with the same layout. He stated that he would use anodized aluminum storefront and insulated glass panels. He stated that the glass would be tempered, would be 1” thick and would be filled with argon. Mr. Masone also stated that he would be removing the security fencing around the building. Burnett verified that the applicant would replace the doors with narrow style and rail doors, as were original to the building. Mauk asked if signage and landscaping were to be approved at this time. Mr. Masone said no.

**Motion:** Burnett made a motion to approve this proposal as presented, with signage and landscaping to return.

**Motion seconded by:** Wolfe

**Discussion:** Mr. Masone asked if he could put address numbers up on his storefront without approval. Burnett said yes.

**Vote:** The motion carried unanimously.

- III. Name:** Ms. Cheri Keith  
**Site Address:** 3435 Norwood Boulevard  
**District:** Norwood Local Historic District



## City of Birmingham Design Review Committee Meeting Minutes June 9, 2021

**Meeting Time:** 7:30 a.m.

**Meeting Location:** Webex Video and Teleconference

**Video Link:** <https://birmingham.webex.com/birmingham/j.php?MTID=m804921fa1382931a0ae93b7e14b8600b>

**Meeting Phone Number:** 1-415-655-0002 United States Toll or 1-312-535-8110 United States Toll (Chicago)

**Meeting Number (access code):** 187 933 4411

**Meeting Password:** KGz6sqUtQ54

---

**Requesting approval for:** Restoration to entire house; addition to the rear of house; replacing roof; and painting entire house

**Statements:** Chairman Mauk asked if there was a report from the LHAC. Perry stated that the proposal was approved with conditions by the LHAC, and the home is a contributing structure. The applicant has agreed to the conditions.

On June 2, 2021, the Local Historic Advisory Committee (LHAC) for the Norwood Local Historic District heard the DRC case for the property located at 3435 Norwood Blvd, and the Committee took the following action: Approve with Conditions.

The recommendation of the Local Historic Advisory Committee was to Approve with Conditions the design review request for the following reasons:

Page 15-Item I-Gutters and Downspouts

The size and profile of gutters and downspouts shall be appropriate to the house. Gutters and downspouts shall be painted to blend with other trim on the building,

Page 16-Item T-Paint

Colors shall be compatible with the age and style of the house.

Previously painted brick, block and stone may be repainted.

Page 18-Item Q-Roof

When replacement of the existing roof materials is necessary due to deterioration, roof materials...shall be historically accurate or shall appear to be historically accurate based on the original materials.

Architectural asphalt shingles are an approved appropriate roof material.

Page 19-Item U-Trim (decorative)

All historic trim shall be repaired and maintained.

Any elements of trim which become deteriorated shall be repaired or replaced with new pieces that match the original design and proportions.

Page 19-Item U-Windows

Repair windows in accordance with the original window design.



## City of Birmingham Design Review Committee Meeting Minutes June 9, 2021

**Meeting Time:** 7:30 a.m.

**Meeting Location:** Webex Video and Teleconference

**Video Link:** <https://birmingham.webex.com/birmingham/j.php?MTID=m804921fa1382931a0ae93b7e14b8600b>

**Meeting Phone Number:** 1-415-655-0002 United States Toll or 1-312-535-8110 United States Toll (Chicago)

**Meeting Number (access code):** 187 933 4411

**Meeting Password:** KGz6sqUtQ54

---

...where window replacement is unavoidable because of deterioration new frame units are to match the original window in terms of material, style, light pattern, construction, and proportions.

The recommendation of the Local Historic Advisory Committee was based on the following sections of the local historic district's design guidelines:

Page 15-Item I-Gutters and Downspouts

Page 15-Item K-Materials

Page 16-Item L-Paint

Page 18-Item O -Roofs

Page 19-Item T-Trim (decorative),

Page 19-Item U-Windows

The Local Historic Advisory Committee also voted to request that the following conditions be placed upon this request:

1. If new gutters will be included they should be sized appropriately and painted/coated to match the color of the fascia.
2. Application shows the removal of the midcentury brackets of both front sides of the house, these brackets should be maintained as they are an original element of the structure. Scalloped trim along the front of the house and window shutters do not appear to be original to the home and can either be removed or left in place.
3. Window material data for the addition structure was not provided. Windows should match the style and configuration of the original windows that will be kept and repaired. Windows can be either wood or metal clad wood windows. Material data should be submitted to Pamela Perry for record.

The LHAC also made the following findings:

1. The proposed change, erection, or demolition: Conforms to the design standards established.
2. The proposed change, erection, or demolition: Is compatible with the character of the historic property and the historic district and does not detract from their historic value.
3. The proposed erection, alteration, restoration, relocation or demolition, in whole or in part: Will not detrimentally change, destroy, or adversely affect any significant architectural feature of the resource.



## City of Birmingham Design Review Committee Meeting Minutes June 9, 2021

**Meeting Time:** 7:30 a.m.

**Meeting Location:** Webex Video and Teleconference

**Video Link:** <https://birmingham.webex.com/birmingham/j.php?MTID=m804921fa1382931a0ae93b7e14b8600b>

**Meeting Phone Number:** 1-415-655-0002 United States Toll or 1-312-535-8110 United States Toll (Chicago)

**Meeting Number (access code):** 187 933 4411

**Meeting Password:** KGz6sqUtQ54

---

4. The proposed erection, alteration, restoration, relocation or demolition, in whole or in part: Will be compatible with the exterior features of other improvements within the District.

Ms. Keith stated that she wanted to add a rear addition to the home and adding a deck. She stated that she was going to reuse the windows that she removed. She also stated that the style of the addition, and the siding would remain the same. She also stated that she would be replacing the roof, fascia and soffit, and that she would be using the same doors that exist on the current home. She stated that the color would be from the historic color palette. Burnett clarified that the lattice work on the front of the home would need to remain. Montgomery-Mills verified that the scalloped edge on the front of the home would be removed, because it wasn't part of the original trim on the home.

**Motion:** Burnett made a motion to approve this proposal as presented, in agreement with the LHAC. He added the conditions that the lattice work would remain, that the scalloped edge would be removed, and that the gutters and windows comply with the LHAC condition.

**Motion seconded by:** Montgomery-Mills

**Discussion:** none

**Vote:** The motion carried unanimously.

**IV. Name:** Mr. Cornelius Arrington

**Site Address:** 3533 17<sup>th</sup> Avenue North

**District:** Norwood Local Historic District

**Requesting approval for:** Demolition work on exterior; replacing roof, windows, doors and trim; and painting the entire home

**Statements:** Chairman Mauk asked if there was a report from the LHAC. Perry stated that the proposal was approved with conditions as presented by the LHAC, and the home is a contributing structure. The applicant has agreed to the conditions.

On June 2, 2021, the Local Historic Advisory Committee (LHAC) for the Norwood Local Historic District heard the DRC case for the property located at 3533 Norwood Blvd and the Committee took the following action: Approve with Conditions.

The recommendation of the Local Historic Advisory Committee was to Approve with Conditions the design review request for the following reasons:



## City of Birmingham Design Review Committee Meeting Minutes June 9, 2021

**Meeting Time:** 7:30 a.m.

**Meeting Location:** Webex Video and Teleconference

**Video Link:** <https://birmingham.webex.com/birmingham/j.php?MTID=m804921fa1382931a0ae93b7e14b8600b>

**Meeting Phone Number:** 1-415-655-0002 United States Toll or 1-312-535-8110 United States Toll (Chicago)

**Meeting Number (access code):** 187 933 4411

**Meeting Password:** KGz6sqUtQ54

---

### Page 13-Item E-Door

When repair of original doors, frames, hardware and glass is not possible due to extreme deterioration, replacements should match the original design or be consistent with the architectural style of the home.

### Page 15-Item I-Gutters and Downspouts

The size and profile of gutters and downspouts shall be appropriate to the house. Gutters and downspouts shall be painted to blend with other trim on the building.

### Page 15-Item K-Materials

Repair or replacement of damaged siding with original siding material is encouraged.

### Page 16-Item T-Paint

Colors shall be compatible with the age and style of the house.  
Previously painted brick, block and stone may be repainted.

### Page 17-Item N-Porches (primary)

Maintain the historic design and character of existing porch structures.  
Porch stairs shall be repaired or if repair is not possible, replaced with matching materials in an essentially similar design.

### Page 18-Item Q-Roof

When replacement of the existing roof materials is necessary due to deterioration, roof materials...shall be historically accurate or shall appear to be historically accurate based on the original materials.

Architectural asphalt shingles are an approved appropriate roof material.

### Page 19-Item U-Trim (decorative)

All historic trim shall be repaired and maintained.

Any elements of trim which become deteriorated shall be repaired or replaced with new pieces that match the original design and proportions.

### Page 19-Item U-Windows

Repair windows in accordance with the original window design.



## City of Birmingham Design Review Committee Meeting Minutes June 9, 2021

**Meeting Time:** 7:30 a.m.

**Meeting Location:** Webex Video and Teleconference

**Video Link:** <https://birmingham.webex.com/birmingham/j.php?MTID=m804921fa1382931a0ae93b7e14b8600b>

**Meeting Phone Number:** 1-415-655-0002 United States Toll or 1-312-535-8110 United States Toll (Chicago)

**Meeting Number (access code):** 187 933 4411

**Meeting Password:** KGz6sqUtQ54

---

...where window replacement is unavoidable because of deterioration new frame units are to match the original window in terms of material, style, light pattern, construction, and proportions.

Wood or metal clad wood windows are approved replacements.

The recommendation of the Local Historic Advisory Committee was based on the following sections of the local historic district's design guidelines:

Page 13-Item E-Doors

Page 15-Item I-Gutters and Downspouts

Page 15-Item K-Materials

Page 16-Item L-Paint

Page 17-Item N-Porches (primary)

Page 18-Item Q-Roofs

Page 19-Item T-Trim (decorative)

Page 19-Item U-Windows

The Local Historic Advisory Committee also voted to request that the following conditions be placed upon this request:

1. Original door has been removed in the past. Material data for replacement door was not provided at the time of the meeting. Applicant described the intention to use a wood craftsman style door, which would be appropriate to the style of the home. Door material data should be submitted to Pamela Perry.

2. If new gutters will be included they should be sized appropriately and painted/coated to match the color of the fascia.

3. Any replacement wood siding should match the existing profile.

4. Color rendering shows an awning addition on a portion of the front porch to remain. Applicant stated that they would actually prefer to remove this awning as it is in severe disrepair and is causing further deterioration to the original structure. Awning is not original to the home and may be removed.

5. Replacement window material data was not provided at the time of the meeting. Committee has stated that the few remaining original windows should be maintained and repaired, all new windows will match the size and configuration of the existing windows and will be either wood or metal clad wood windows. Window data should be submitted to Pamela Perry.



## City of Birmingham Design Review Committee Meeting Minutes June 9, 2021

**Meeting Time:** 7:30 a.m.

**Meeting Location:** Webex Video and Teleconference

**Video Link:** <https://birmingham.webex.com/birmingham/j.php?MTID=m804921fa1382931a0ae93b7e14b8600b>

**Meeting Phone Number:** 1-415-655-0002 United States Toll or 1-312-535-8110 United States Toll (Chicago)

**Meeting Number (access code):** 187 933 4411

**Meeting Password:** KGz6sqUtQ54

---

The LHAC also made the following findings:

1. The proposed change, erection, or demolition: Conforms to the design standards established.
2. The proposed change, erection, or demolition: Is compatible with the character of the historic property and the historic district and does not detract from their historic value.
3. The proposed erection, alteration, restoration, relocation or demolition, in whole or in part: Will not detrimentally change, destroy, or adversely affect any significant architectural feature of the resource.
4. The proposed erection, alteration, restoration, relocation or demolition, in whole or in part: Will be compatible with the exterior features of other improvements within the District.

Perry stated that the front door would be replaced. Ms. Kelly presented her plan to renovate the home, and bring it back to its original state. She presented the color that she planned to use, and stated that the awning would be removed since it is not original to the home. Montgomery-Mills verified that the applicant would be complying with the conditions placed on the proposal. Montgomery-Mills verified that the line of the roof would remain the same. Montgomery-Mills also verified that the applicant agreed to all the conditions. Mr. Russell asked if three windows at the rear of the home could be closed in. Perry stated that issue was not heard by the LHAC, and therefore was not up for discussion at this time.

**Motion:** Burnett made a motion to approve this proposal as presented, in agreement with the LHAC's conditions. He stated that the removal of the rear windows and any changes to the design would need to return to the LHAC.

**Motion seconded by:** Wolfe

**Discussion:** none

**Vote:** The motion carried unanimously.

V.

**Name:** Mrs. Dina Hendrix

**Site Address:** 3234 Carlisle Road

**District:** Red Mountain Suburbs Local Historic District

**Requesting approval for:** Constructing walls; plans for landscaping; adding sidewalk and two steps before the covered front porch





## City of Birmingham Design Review Committee Meeting Minutes June 9, 2021

**Meeting Time:** 7:30 a.m.

**Meeting Location:** Webex Video and Teleconference

**Video Link:** <https://birmingham.webex.com/birmingham/j.php?MTID=m804921fa1382931a0ae93b7e14b8600b>

**Meeting Phone Number:** 1-415-655-0002 United States Toll or 1-312-535-8110 United States Toll (Chicago)

**Meeting Number (access code):** 187 933 4411

**Meeting Password:** KGz6sqUtQ54

---

**Statements:** Chairman Mauk asked if there was a report from the LHAC. Perry stated that the proposal was approved as presented by the LHAC. She also stated that this was a contributing structure.

On June 2, 2021, the Local Historic Advisory Committee (LHAC) for the Redmont Local Historic District heard the DRC case for the property located at 3234 Carlisle Road Birmingham, AL 35213, and the Committee took the following action: Approve.

The recommendation of the Local Historic Advisory Committee was to Approve the design review request for the following reasons:

The proposed changes conform to the design standards established. They will also be compatible with the character of the historic property and are comparable with the exterior features of the other structures within the district. This will also reduce the risk of vehicle accidents at a dangerous intersection with limited visibility.

The LHAC also made the following findings:

1. The proposed change, erection, or demolition: Conforms to the design standards established.
2. The proposed change, erection, or demolition: Is compatible with the character of the historic property and the historic district and does not detract from their historic value.
3. The proposed erection, alteration, restoration, relocation or demolition, in whole or in part: Will not detrimentally change, destroy, or adversely affect any significant architectural feature of the resource.
4. The proposed erection, alteration, restoration, relocation or demolition, in whole or in part: Will be compatible with the exterior features of other improvements within the District.

Ms. Hendrix stated that she wanted to add a landscaping wall to the front of the home to address drainage and privacy issues. She stated that the retaining wall would be 3'x100'. She also stated that she would be transplanting some of the other bushes in the yard to the retaining wall area to create a more useable yard. Montgomery-Mills asked what she would plant above the wall. Ms. Hendrix stated that she would be planting ligustrum. She also stated that she would be adding a walkway to the front door of the house. The walkway would include square pavers with grass in-between, to access the front door. She stated that this would also create a safer way to enter the street from their driveway.

**Motion:** Wolfe made a motion to approve this proposal as presented, in agreement with



## City of Birmingham Design Review Committee Meeting Minutes June 9, 2021

Meeting Time: 7:30 a.m.

Meeting Location: Webex Video and Teleconference

Video Link: <https://birmingham.webex.com/birmingham/j.php?MTID=m804921fa1382931a0ae93b7e14b8600b>

Meeting Phone Number: 1-415-655-0002 United States Toll or 1-312-535-8110 United States Toll (Chicago)

Meeting Number (access code): 187 933 4411

Meeting Password: KGz6sqUtQ54

---

the LHAC.

**Motion seconded by:** Montgomery-Mills

**Discussion:** none

**Vote:** The motion carried unanimously.

VI. **Name:** Mr. Glenn Burney (Mitchell Signs)

**Site Address:** 1301 3rd Ave South (The Marshall Letters on Fence)

**District:** Midtown

**Requesting approval for:** Signage / Fence

**Statements:** This item was removed from the agenda.

VII. **Name:** Mr. Erik Selberg

**Site Address:** 2000 2<sup>nd</sup> Ave S (Avadian Credit Union)

**District:** Midtown

**Requesting approval for:** Awning color change and updating the master signage plan

**Statements:** This item was removed from the agenda.

VIII. **Name:** Mr. David Brandt (Fravert Services)

**Site Address:** 2 North 20<sup>th</sup> Street (2 North 20<sup>th</sup> Building)

**District:** Birmingham Green

**Requesting approval for:** Signage Master Plan (Last seen 5/26/21)

**Statements:** Mr. Brandt presented his updates to the master signage plan. The updates were motivated by the feedback from the DRC at the previous meeting. Mr. Brandt presented more detailed drawings of the signage for Tenant 3. He showed that the 4'x4' sign had been removed. He also presented his plan for smaller window graphics for each tenant. He stated that these signs would be white vinyl and no phone numbers would be on these signs. For tenant 2 (Strayer), Mr. Brandt requested that the sign remain in the bay of windows with the mullions in the center bay, instead of having it offset. Montgomery-Mills stated that she remembered a previous sign that had this configuration. Wieseman stated that this sign configuration makes more sense than the previous submittal. Wieseman asked if this signage met all the signage standards for the district. Sims said yes.

**Motion:** Wolfe made a motion to enter into Executive Session to receive legal advice on the potential for litigation related to the action that this committee may take on a legal matter.



## City of Birmingham Design Review Committee Meeting Minutes June 9, 2021

**Meeting Time:** 7:30 a.m.

**Meeting Location:** Webex Video and Teleconference

**Video Link:** <https://birmingham.webex.com/birmingham/j.php?MTID=m804921fa1382931a0ae93b7e14b8600b>

**Meeting Phone Number:** 1-415-655-0002 United States Toll or 1-312-535-8110 United States Toll (Chicago)

**Meeting Number (access code):** 187 933 4411

**Meeting Password:** KGz6sqUtQ54

---

**Motion seconded by:** Montgomery-Mills

**Discussion:** Ms. Barnard, Assistant City Attorney, certified that the DRC could go into Executive Session to consult with their attorney.

**Vote:** The motion carried unanimously.

The DRC went into Executive Session.

The regular DRC meeting resumed with Abra Barnes, Richard Mauk, Ben Wieseman, Creig Hoskins, Scott Burnett, Brian Wolfe and Sheila Montgomery-Mills in attendance.

**Statements:** Wolfe asked if the owner of the sign would be willing to have the rooftop sign remain monochromatic. Mr. Minor agreed to the monochromatic color scheme. Hoskins read the legal language for the rooftop sign.

**Motion:** Hoskins made a motion to approve “the master sign plan on the condition that, upon the earlier to occur of (i) the expiration or earlier termination of the term of the sign lease for the existing rooftop sign and (ii) December 20, 2028, the owner must submit an updated master sign plan to the Design Review Committee for its approval that shows its plan for either the upgrade or discontinuance of the rooftop sign. Expanding on the above, the Design Review Committee has determined and found that the original use of the existing rooftop sign involved scrolling, illuminated text; accordingly, any upgrade to the existing rooftop sign shall be consistent with the original use and character of such sign in terms of shape, size and monochromatic illumination. In no event shall the approval granted herein be deemed to extend beyond midnight on Wednesday, December 20, 2028. Approval of this Master Sign Plan by the Design Review Committee is for design review purposes only and shall not be construed as to prohibit the City’s enforcement of any other applicable ordinance to the existence or maintenance of any sign contained therein.”

**Motion seconded by:** Wolfe

**Discussion:** none

**Vote:** The motion carried unanimously.

Montgomery-Mills made a motion to adjourn the meeting. Wolfe seconded. The motion carried.



**City of Birmingham Design Review Committee  
Meeting Minutes  
June 9, 2021**

**Meeting Time: 7:30 a.m.**

**Meeting Location: Webex Video and Teleconference**

**Video Link: <https://birmingham.webex.com/birmingham/j.php?MTID=m804921fa1382931a0ae93b7e14b8600b>**

**Meeting Phone Number: 1-415-655-0002 United States Toll or 1-312-535-8110 United States Toll (Chicago)**

**Meeting Number (access code): 187 933 4411**

**Meeting Password: KGz6sqUtQ54**

---

There being no further business, the meeting was adjourned at 8:55 a.m.