



DESIGN REVIEW COMMITTEE OF THE CITY OF BUCHANAN
THURSDAY, APRIL 09, 2026 – 6:00 PM
CHAMBER OF BUCHANAN CITY HALL - 302 N REDBUD TRAIL, BUCHANAN MI

MINUTES

THE DESIGN REVIEW COMMITTEE OF THE CITY OF BUCHANAN, in compliance with Michigan's Open Meetings Act, hereby gives notice of a regular meeting to be held in the Chamber of City Hall.

** Comments may be submitted in writing at least 4 hours in advance to the Community Development Director/Zoning Administrator at "mailto:rmurphy@cityofbuchanan.com" rmurphy@cityofbuchanan.com*

I. Call to Order

Brayak called the meeting to order at 6:00pm.

II. Pledge of Allegiance

Brayak led in the pledge of allegiance.

III. Roll Call

Present: Brayak, Rowland, Carlson, P. Lysy

Absent: Paolucci

City Staff Present: Planning & Community Development Director Kristen Gundersen, Deputy Clerk & Administrative Coordinator Emma Lysy

IV. Approve Agenda

Rowland moved, seconded by P. Lysy, to approve the agenda as presented. Voice vote carried unanimously.

V. Public Comments - Agenda Items Only (3-minute limit)

None.

VI. Approve Minutes

VII. Unfinished Business

VIII. New Business

A. 108 W Front Street - Consider for Approval of Modifications to Building - Windows, Doors, Paint, Signage

Carlson is the contractor for the project and presented the application to the Board. He introduced the applicant, Dustin Jankoviak, who owns Second & Main in Niles and will open Brick & Bloom in 108 W Front st.

The front door to the building is too narrow for a commercial building and has the incorrect swing. The building inspector told him the width would be grandfathered in provided the swing was changed. The board asked if Carlson already had a building permit for the exterior work, he responded they did. There will be a rear entrance that is ADA accessible in addition to the front entrance.

Rowland believes the door will fail quickly due to its age and increased use once the business is open and wants to consider building code. Gundersen spoke to the standards they should consider as a design review board. P. Lysy suggested that changing the hardware would extend the life of the door,

which is historic and should be preserved. Rowland suggested putting the old hardware on the new door.

There was discussion of the windows. Most are 1/1, with some 4/4 hung in the back. The board discussed replacing the windows with new ones of the same style. The applicant stated he has already purchased new doors and windows to replace existing. There was discussion of the rear deck. The applicant has removed some old units that were covering up old windows, where they will place an overhead door. There will be ADA accessibility at the rear entrance.

The awning has been removed. Carlson introduced the sign, which will be attached with mortar joints. The sign lettering would visually fit in the front façade details, and he will include a proper drawing when they go out for a sign permit.

Carlson also spoke to their desire to paint the exterior of the building blue, which they feel will make the building stand out. P. Lysy said the exterior bricks is historic and painting it would go against the most basic of Secretary of Interior standards, while creating long term maintenance. He said painting the metal on the east side of the building would be fine, but not the historic brick. Brayak and Rowland discussed there being different brick styles that could be unified by painting over them and suggested this constituted an extenuating circumstance that would allow for the painting of the brick.

There was discussion on their design standards and the application.

Brayak moved, seconded by Rowland, to approve the front door removal and replacement while using the original hardware where possible, replacement of windows with replacement windows being 4/4 if possible, removal of the awning as presented, signage providing the words fit, rear deck as presented, overhead rear door, and painting of the building provided no limestone is painted.

Yes: Brayak, Rowland

No: P. Lysy

Abstain: Carlson

Motion carries.

Jankoviak asked that the board and the City work to refine the Design Review process if they want to encourage development.

B. Review and Consider approval of Draft Downtown Design Review Committee Bylaws

Gundersen introduced the proposed draft bylaws. There was discussion on appointing alternates to serve on the committee when board members can't be present. Brayak stressed the need to have a completed application in hand before a building permit is issued. Rowland suggested postponing further discussion to the next regular meeting so they have additional time to review the draft.

Rowland moved, seconded by P. Lysy, to postpone reviewing and considering of the draft Downtown Design Review Committee Bylaws to the next regular meeting. Voice vote carried unanimously.

C. Review and discuss of Unified Development Code Sections Associated with Downtown Design Review Committee

Gundersen asked the board to consider what they'd like to have in the UDC as pertains to the Downtown Design Review Committee, and suggested they add their standards directly into the UDC. She'd like to see clarity and uniformity of standards.

Rowland moved, seconded by Carlson, to postpone reviewing and discussing the Unified Development Code sections associated with the Downtown Design Review Committee to the next regular meeting. Voice vote carried unanimously.

IX. Public Comment - Non-Agenda Items Only *(3-minute limit)*

None.

X. Staff/Committee Comments

Gundersen introduced herself to the board and spoke to her background and experience.

XI. Adjournment

Rowland moved, seconded by P. Lysy, to adjourn at 8:25am. Voice vote carried unanimously.