



**DESIGN REVIEW COMMITTEE OF THE CITY OF BUCHANAN**  
**WEDNESDAY, JUNE 03, 2026 – 6:00 PM**  
**CHAMBER OF BUCHANAN CITY HALL - 302 N REDBUD TRAIL, BUCHANAN MI**

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**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**

Meeting called to order at 6:00pm.

**II. Pledge of Allegiance**

Brayak led in the pledge of allegiance.

**III. Roll Call**

Present: Brayak, Carlson, Lysy

Absent: Paolucci

Rowland arrived at 6:04pm.

**IV. Approve Agenda**

Lysy suggested amending the agenda to place New Business before Unfinished Business so the applicant can leave following their discussion.

Lysy moved, seconded by Carlson to approve agenda as amended. Voice vote carried unanimously.

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

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

None.

**VI. Approve Minutes**

**A. Minutes-** Consider approving the Regular Meeting Minutes from May 6th, 2026.

Carlson moved, seconded by Lysy to approve the minutes from May 6<sup>th</sup>, 2026 as presented. Voice vote carried unanimously.

**VII. New Business**

**A. 211 E Front St** - Consideration of Request at 211 E Front Street - Request for Design Review - Replacement Windows and Doors and Paint on Trim

Applicant Steve Raglin presented his design review request for replacement windows, doors, and paint on the trim. He'd like to hang double pane, energy efficient windows and change the red trim to black. He'd previously rebuilt the windows in 2007. P. Lysy asked if there was anything behind the transom, Raglin answered there was only wall. P. Lysy asked about replacing the lintels, Raglin has extra brick will make sure the contractor is careful. It was suggested to add 'specified windows' to the motion.

Carlson moved, seconded by Rowland to approve the request 211 E Front Street to replace specified windows, doors and paint on trim.

Brayak asked if Raglin planned to clean the brick at this time. Raglin wasn't sure but will be careful.

Voice vote carried unanimously.

**VIII. Unfinished Business**

**A. Design Review Committee and the Unified Development Code**- Consideration of Draft Amendments to Unified Development Code (zoning ordinance) associated with Downtown Design Review - 2nd Draft

Gundersen reviewed the proposed changes with the board. P.Lysy advocated to hold meetings on site to better review questions of fact. Gundersen reported staff is not supportive of that idea for logistical reasons. Brayak suggested striking that point. There was discussion of mechanical equipment placement, the sign approval process, roofs, paint colors, and additional edits and suggestions.

A final draft will be reviewed at the July meeting.

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

None.

**X. Staff/Committee Comments**

None.

**XI. Adjournment**

Meeting adjourned at 7:32pm.

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Kalla Langston-Weiss, City Clerk

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Mayor Mark Weedon