In response to COVID-19 social distancing mandates, the meeting was held via audio conferencing.

The regular meeting of the City of Mountain Brook Village Design Review Committee was held on Wednesday, December 16, 2020, at 8:00 a.m., via audio conferencing. The roll was marked as follows:

**Present:**
- Lynn Ritchie, Chairman
- Brian Barrett, Co-Chairman
- David Blackmon
- Ashley Spotswood
- Katie Wohlwend

**Absent:**
- George Israel
- Stutts Everette
- Alice Womack, Council Liaison

Also present:
- Tyler Slaten: Planner
- Tammy Reid: Administrative Analyst

The committee welcomed new member, David Blackmon.

1. **Approval of Agenda**

   Mrs. Ritchie presented the agenda for consideration.

   - **Motion:** Ms. Spotswood, motion to approve the agenda as presented.
   - **Second:** Mrs. Wohlwend
   - **Vote:** Aye: Barrett, Blackmon, Ritchie, Spotswood, and Wohlwend
   - **Nay:** None

   The agenda stands approved as presented.

2. **Approval of Minutes – November 18, 2020**

   Mrs. Ritchie presented the minutes for consideration.

   - **Motion:** Mr. Barrett, motion to approve.
   - **Second:** Ms. Spotswood
   - **Vote:** Aye: Barrett, Ritchie, Spotswood, and Wohlwend
   - **Nay:** None
The minutes stand approved.

3. **Case V-20-34: Dunbarton by the Cahaba Neighborhood**

Located at the intersection of Overton Road and Stone Ridge Drive

Brian Barrett recused himself from participating in this case.

Applicant: Stephanie Sklar, for the Dunbarton by the Cahaba Neighborhood Association.

The committee discussed the sign application as submitted. It is felt that the sign is too tall and that the decorative ironwork should be removed. By reducing the height, it will better frame the lettering. The tag line might look better with additional dead-space between it and ‘Dunbarton’.

Mr. Slaten was asked if vandalism has been an issue with signage. He stated that he has not heard of any vandalism.

Mrs. Ritchie called for a motion.

Ms. Spotswood, motion to approve the sign in concept and offers the following amendments for consideration:

- Reduce the height of the sign for a more proportional look.
- Remove decorative element from underneath the lamps.
- The amended sign may be submitted via email for committee review.

Second: Mrs. Wohlwend

Vote: Aye: Blackmon, Ritchie, Spotswood, and Wohlwend

Nay: None

4. **Adjournment:** There being no further business to come before the committee, the meeting stood adjourned. The next meeting will be held on January 20, 2021.

**NOTE:** The applicant submitted, via email, an alternative sign option for consideration.

In response to the amended sign application, the committee approved, via email, the submitted amendments.