

Thacher, Jill

From: Robb Burroughs [robb@oxstudioinc.com]
Sent: Thursday, July 09, 2015 11:57 AM
To: Thacher, Jill
Cc: Joseph T. Lambert
Subject: 326 W. Liberty

Hey Jill.

Joe just swung by after dropping off the check to you for the HDC submittal. Based upon your comments regarding the necessity for a site plan, we would really like to sit down with you, and ideally Wendy as she may be the final arbiter, right away to determine the optimal approach to the site. We had advanced the assumptions for the project based upon what we understood to be an administrative amendment. Having to pursue a full site plan causes some serious repercussions in regards to timing and commitments. Please let me know when we can meet with both of you to review and assess this situation. We are certainly hoping that some form of balance can be struck in regards to allowing construction of this project to commence yet this summer.

Also, I spoke specifically to Joe about the soffit lights which seemed to cause some consternation with the HDC members on Monday. Please be aware that these are first and foremost designed to provide some modicum of lighting for security reasons. With the vacant car wash (now under construction) to the east and the derelict city property to the north (in particular with the poorly maintained wooded area and the abandoned structure), there have been serious issues of vandalization and theft that have taken place in the past 2 years. Joe can personally speak to the number of police calls that have been made during this period. The long term hope is that the adjoining properties are improved and that this will help with this situation. However, at this time it is obviously key to protect this property first and foremost from any further damage or loss.

Thanks. Robb

Robb Burroughs, RA, NCARB
Principal

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Thacher, Jill

From: Robb Burroughs [robb@oxstudioinc.com]
Sent: Tuesday, July 07, 2015 2:42 PM
To: Thacher, Jill
Cc: Shannon Qin
Subject: out of the office

Hey Jill.

Sorry for the lag in returning your voicemail from Thursday. Out of town since last Thursday morning which hopefully explains my silence ☺

I did receive Mia's note about the docket being scheduled for this upcoming Thursday evening. Looking forward to hopefully getting a positive review and approval from the board.

I did want to follow up on a few fronts:

- 1) You has asked for the square footages for both existing and proposed building areas – see below:

Existing House (basement thru attic):	6,045sf +/-
Existing Bakehouse (single level):	1,200sf +/-
Proposed Bakehouse Expansion (2 stories):	2,447sf +/-

- 2) You had also mentioned about a more detailed door and window schedule. Just so we are clear, are we okay depicting a proposed series for the windows and doors? For instance, Marvin wood casement windows with aluminum clad exteriors?
- 3) You had mentioned you needed the printed 8.5x11 sets for the final distribution. What is the timing on this request?

Also, I noted from Mia's note that you were going to have your walk around at the site on Monday. Which commissioners were present? Any initial thoughts or reactions based upon this visit?

I will be back in pocket sometime tomorrow but wanted to reach out today to start finalizing any loose ends prior to the meeting.

Thanks again for all the assistance.

Cheers! Robb

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