



Design Review Board
Tuesday, November 14, 2023 - 5:00 PM
MINUTES

1. Call to Order

Acting Chair Heather Green called the Design Review Board to order for November 14, 2023 at 5:04 pm

2. Roll Call

Present - Heather Green, Candice Evans, Franz Stein
Absent - Josh Harrison

Staff present - Sean Staneart - Acting City Manager, Trevor Traphagen - City Planner/MKSK, Terry Wymer - Zoning Inspector, Teresa Monroe - Clerk of Council

Public present - Joshua Craft, Kaitlynn Hickey, Sean Alley

3. Public Comments on Items Not on the Agenda

No comments

4. Application # 10.31.1 Certificate of Appropriateness, 49 S. Williams St. - Residential Exterior Material Changes

a. Application

Applicant Joshua Craft was present for his application on a residential home exterior material/color change. Sean Staneart said the exterior is going from wood to vinyl. Board review of materials and design included in the packet.

ACTION: Heather Green moved to approve; Candice Evans seconded and the vote was as follows:

AYES: Evans, Green, Stein

NOES: None

ABSTAIN: None

Passed 3 - 0

5. Tabled Applications

a. Application # 7.21.3 Certificate of Appropriateness; 29 E. Coshocton St. - Sign & Exterior paint

ACTION: Heather Green moved to take from the table; Franz Stein seconded and the vote was as follows:

AYES: Evans, Green Stein

NOES: None

ABSTAIN: None

Passed 3 - 0

Applicant Kaitlynn Hickey was present, she said she has decided not to paint the building

exterior and will leave the color as is. Tonight's consideration is for approval of the sign and door color. Discussion on sign design and height, the new proposed location will be above the eight-foot minimum clearance required. Discussion on the door color presented, she would like to paint it pink to match her sign logo, no objection from the board. Compliance of the sign height and parking will be handled through city zoning.

ACTION: Heather Green moved to approve the sign design and the pink door;
Candice Evans seconded and the vote was as follows:
AYES: Green, Stein, Evans
NOES: None
ABSTAIN: None

Passed 3 - 0

6. Application # Z-23-211 Certificate of Appropriateness, 848 W. Coshocton St. - Sign Replacement

a. Application

Sean Alley with Prosign Studio was present for the application. Elements Dental wants to do a face change to their monument/pylon and wall signs, proofs presented in the packet, board discussion on the fonts presented. The board discussed having the wall sign font for "& Implant Center" match the "elements" existing font and making sure that it is consistent across the pylon sign. Further discussion on the use of upper and lower case lettering.

ACTION: Heather Green moved to conditionally approve with the left side of the pylon sign as presented, the right side of the pylon sign with capitalization and font style to match the "elements" wall font, can have some delineation between capital and lower case letters but need to be consistent between the wall sign and the right side of the pylon sign; Candice Evans seconded and the vote was as follows:
AYES: Stein, Evans, Green
NOES: None
ABSTAIN: None

Passed 3 - 0

7. Other Business

1. Inquiry on work being done to the NAPA store. Mr. Staneart said staff has reached out to the property owner today to let him know there is a process they need to go through. The level of changes to the building will determine which process.
2. Inquiry on board applicants. Staff has received two and the deadline is not until the 17th.
3. Inquiry on the monument sign for the Marathon/Bell store, asking if it should have brick. Staff to check.

8. Adjourn

Heather Green moved to adjourn, Candice Evans seconded and all were in favor. Motion passed 3-0

Meeting adjourned at 5:50 pm