



Design Review Board
Tuesday, March 26, 2024 - 5:00 PM
MINUTES

1. Call to Order

Board Chair Heather Green called the Design Review Board to order for March 26, 2024 at 5:06 pm

2. Roll Call

Present - Heather Green, Candice Evans, Andrew Hale, Franz Stein
Absent - Craig Bohning

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

Public present - Andy Williamson

3. Public Comment on items not on the agenda

No comments

4. Approval of Minutes

a. March 12, 2024

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

AYES: Franz Stein, Candice Evans, Andrew Hale, Heather Green

NOES: None

ABSTAIN: None

Passed 4 - 0

5. Tabled Applications

a. Application # 2-12-1 Sign Permit; 28 B S. Main Street
Nothing new submitted.

6. Application # 3-12-1 Commercial Demolition Permit; 292 S. Main Street (barn behind Youth for Christ)

a. Application

This is a dilapidated structure on the lot behind the Youth for Christ church, located at 292 S. Main Street. Owner, Central Ohio Youth for Christ requests approval to demolish. Board members had no issue with the demolition of this structure.

ACTION: Andrew Hale moved to approve with the condition that the area is returned to grass, there are no attractive nuisances left on the lot and any utilities are disconnected; Candice Evans seconded and the vote was as follows:

AYES: Andrew Hale, Heather Green, Franz Stein, Candice Evans

NOES: None

ABSTAIN: None

Passed 4 – 0

7. Application # 3-18-5 Certificate of Appropriateness/Design Plan; 105 Jersey Street

a. Application

Applicant Buddy Dowell, seeks approval of a Certificate of Appropriateness and Design Plan to build a single family home on the vacant lot at 105 W. Jersey Street. A variance was previously granted by the Planning & Zoning Commission for lot size and setbacks. Board review of materials, color, and design plans submitted; discussion on board and batten and lap siding visuals and consensus that they would like to see some additional windows. Changes requested were reviewed with Andy Williamson who was present for the application. The board requested updated elevations showing the design changes requested, Mr. Williamson said he would request new drawings from the architect.

ACTION: Andrew Hale moved to table pending re-submission with changes; Candice Evans seconded and the vote was as follows:
AYES: Andrew Hale, Heather Green, Franz Stein, Candice Evans
NOES: None
ABSTAIN: None

Passed 4 - 0 TABLED

8. Other Business

1. Josh Harrison's resignation leaves the Co-Chair position vacant, board discussion and motion.

ACTION: Heather Green moved to nominate Andrew Hale for Board Co-Chair; Franz Stein seconded and all were in favor.
AYES: Heather Green, Candice Evans, Franz Stein, Andrew Hale
NOES: None
ABSTAIN: None

Passed 4 - 0

2. Andrew Hale passed out a draft of "Demolition of structures within Historic Village Center district and Urban Neighborhood district". Members to review and discuss further at next meeting, digital version sent to Sean to share with Trevor.

3. Inquiry and discussion on the temporary sign at the Kroger plaza.

4. Discussion on the board's desire to be a part of the Design Guidelines process.

ACTION: Heather Green moved to recommend to council that the sitting Design Review Board members be a part of the design standards review committee; Andrew Hale seconded and all were in favor.
AYES: Heather Green, Candice Evans, Franz Stein, Andrew Hale
NOES: None
ABSTAIN: None

Passed 4 - 0

9. Adjourn

With no further business, Heather Green moved to adjourn, Andrew Hale seconded and all were in favor. Motion passed 4-0 and the meeting adjourned at 6:00 pm.