



Design Review Board
Tuesday, May 14, 2024 - 5:00 PM
MINUTES

1. Call to Order

Board Chair Heather Green called the Design Review Board to order for May 14, 2024 at 5:55 pm

2. Roll Call

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

Absent - None

Staff present - Sean Staneart - City Manager, Teresa Monroe - Clerk of Council, Terry Wymer - Zoning Inspector

Public present - Logan Miller, Steve Moore, Mike Dwyer

3. Public Comments on Items Not on the Agenda

No comments

4. Action on Minutes

a. April 23, 2024

ACTION: Craig Bohning moved to approve as written; Candice Evans seconded and the vote was as follows:

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

NOES: None

ABSTAIN: None

Passed 5 - 0

5. TABLED Application # 3-19-2 Certificate of Appropriateness 670 W. Coshocton; Sign Permit
Nothing new turned in; remains tabled.

6. Application # 4-18-1 Certificate of Appropriateness 412 Buena Vista Drive ; Solar Panels

a. Application

Andrew Hale asked for an update on the Design Review Board's recommendation to Council for a moratorium on solar panels. Sean Staneart said that there are provisions at the state level that prohibit banning solar panels. Council did amended Chapter 1187 moving approval of solar panels from a minor environmental change to a major environmental change, which means these applications now come to the Design Review Board for better oversight.

Mr. Hale said the issue with this application is that this solar system has already been installed, it is already on the roof. Mr. Staneart said that if the board does not approve it as they have built it, they would then be required to remove it and comply with what is

approved. Otherwise, they would have a violation, fines and have to go to Mayor's Court because they proceeded without a COA application. Mr. Staneart said the board should proceed as if the system has not been installed and give guidelines on what they would like to see.

Logan Miller, a representative for the applicant was present and said he could speak generally on the project because their sales are exclusive with one manufacturer, but this specific project was not one of his sales therefore he is not a lead on it. An overhead view of the site plan and system diagrams were provided with the application. Board Chair Heather Green said that at this point she does not think they can fully review what they are seeing and would recommend tabling this application. She informed Mr. Miller that they need to be able to see what this will look like because this is a body that reviews for design. The board requested that the applicant return with visuals from all sides, elevations and sight line views.

ACTION: Heather Green moved to table application #4-18-1, with the stipulations that they need to see elevations and sight line views; Andrew Hale seconded and the vote was as follows:
AYES: Heather Green, Franz Stein, Craig Bohning, Candice Evans, Andrew Hale
NOES: None
ABSTAIN: None

Passed 5 - 0

7. Application 4-11-2 Certificate of Appropriateness 921 W. Coshocton Street; Sign Permit (ACE Hardware)

a. Application

Sean Staneart reviewed the application and sign dimensions and stated that they are in compliance. Steve Moore with Moore Signs and ACE Hardware owner Mike Dwyer were present for the application. Mr. Moore reviewed the sign specifications and design presented in the packet. The Board was in favor of the sign as presented, there was discussion on exterior lighting for the sign and conditional approval of lighting with this COA application.

Conditions for approval:

1. Sign to be up lit from the canopy
2. Light to "wash" the sign, not spotlight, and not to extend past the tower roof line
3. Dimmable light
4. 5,000 Kelvin
4. Fixture minimum of two, maximum of three, to be concealed

Public Comments:

1. Jesse Coppel

- Referenced the zoning code requiring a minimum letter depth of one inch. It was

noted that this sign is two inches.

ACTION: Andrew Hale moved to approve with the conditions as listed; Heather Green seconded and the vote was as follows:
AYES: Andrew Hale, Craig Bohning, Heather Green, Candice Evans, Franz Stein
NOES: None
ABSTAIN: None

Passed 5 - 0

8. Other Business

1. Franz Stein asked if staff could get some direction on a provision for measuring luminosity. Mr. Staneart said he could check with MKSK for some guidance.
2. Andrew Hale asked if staff could begin to instruct applicants to provide elevations and sight lines.
3. Board inquiry on NAPA's progress with removing the paint from building bricks. Mr. Staneart said there has been a trial with a type of paint remover which did not go well, they are going to try another type and if not successful, then begin to sandblast.

9. Adjourn

ACTION: Heather Green moved to adjourn; Andrew Hale seconded and all were in favor.
AYES: Heather Green, Candice Evans, Franz Stein, Andrew Hale, Craig Bohning
NOES: None
ABSTAIN: None

Passed 5 - 0

The meeting adjourned at 6:57 pm