



Design Review Board Meeting
Tuesday, January 14, 2025 - 5:30 PM
AGENDA

1. Call to Order/Roll Call
2. Public Comment
3. Action on Minutes
 - a. December 4, 2024
4. Application # 12-23-10 Certificate of Appropriateness; 39 S. Main St. - Sign
 - a. Application
5. Section 1187 - Recap discussion on Environmental Change Major/Minor edits
6. Other Business
7. Adjourn



Design Review Board
Wednesday, December 4, 2024 - 6:00 PM
MINUTES

1. Call to Order
Board Chair Heather Green called the Design Review Board to order for December 4, 2024 at 6:01 pm
2. Roll Call
Present - Heather Green, Andrew Hale, Craig Bohning
Absent - Candice Evans, Franz Stein

Staff present - Sean Staneart - City Manager, Teresa Monroe - Clerk of Council

Public present - Crystal Majchrowski, solar panel rep, Emma Green
3. Public Comment
No comments
4. Approval of Minutes

a. November 26, 2024

ACTION: Andrew Hale moved to approve; Heather Green seconded and all were in favor.
AYES: Heather Green, Andrew Hale, Craig Bohning
NOES: None
ABSTAIN: None

Passed 3 - 0

5. Application 11-13-5 Certificate of Appropriateness; 62 S. Main St. - Sign - TABLED

a. Application

ACTION: Heather Green moved to take from the table; Andrew Hale seconded and all were in favor.
AYES: Heather Green, Andrew Hale, Craig Bohning
NOES: None
ABSTAIN: None

Passed 3 - 0

Applicant Crystal Majchrowski was present with a new sign design showing a 5"x18.35" door window decal with white vinyl letters with red outline. Current door window has paned glass, applicant said they would replace with standard glass before installing the decal.

ACTION: Heather Green moved to approve as presented; Andrew Hale seconded and the vote was as follows:
AYES: Heather Green, Craig Bohning, Andrew Hale
NOES: None
ABSTAIN: None

Passed 3 - 0

6. Application # 9-3-10 Certificate of Appropriateness; 422 Tyler Station Drive - Solar Panels

a. Application

Freedom Forever representative was present for the application. Materials provided for board review included home elevations showing a plan for a solar panel array on the rear roof plane of the home and street view photos of what the neighboring property views would be. Mr. Hale asked where the exterior power panel would be located, the representative said on the back of the house and pointed it out on the rear elevation.

ACTION: Andrew Hale moved to approve; Craig Bohning seconded and the vote was as follows:

AYES: Andrew Hale, Heather Green, Craig Bohning

NOES: None

ABSTAIN: None

Passed 3 - 0

7. Section 1187 Recommendation - Demolitions

a. Staff Report

Continued discussion on Environmental Change definitions surrounding demolition of secondary structures. Staff provided draft wording for review of the definitions as well as a fee schedule lowering the fee for demolition of structures under 750 square feet. Discussion on the changes suggested, board lowered the 750 square feet to 400. Some further review and discussion of both the major and minor change definitions prompted the boards desire to continue consideration of edits before recommending to council. Clerk Monroe to email the word version of 1187.03 (f) and (g) to board members for their red line edits, they can bring their edits back to a future meeting for group review and discussion.

8. Other Business

1. Andrew Hale asked some questions relating to a past application, prompted discussion on their role versus Planning & Zoning Commission and chicken or egg/cart before horse scenarios.

9. Adjourn

ACTION: Heather Green moved to adjourn; Andrew Hale seconded and all were in favor.

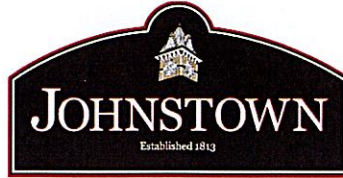
AYES: Heather Green, Andrew Hale, Craig Bohning

NOES: None

ABSTAIN: None

Passed 3 - 0

The meeting adjourned at 6:30 pm.



JOHNSTOWN, OHIO
DEC 20 2024
PAID

CERTIFICATE OF APPROPRIATENESS (SIGN):

Application Number: 12-23-10 Date: 12/23/2024

FEES:

Base Fee: \$ 75

Total Fee Amount: \$ _____ Paid: Check # 4880 Cash: \$ _____

(PLEASE PRINT)

1. Applicant: Professional VisionCare Phone: (614) 898 - 9989
2. Property Address: 39 S. Main St City: Johnstown State: OH Zip: 43031
3. Applicant's E-mail: zkeesee@ohiovisioncare.com
4. Business Owner's Name: Zak Keesee Phone: (740) 817 - 2425
5. Contractor's Name: Fast Signs Phone: (614) 705 - 0878
6. Principal Business Activity: Optometry Office
7. Existing Use of Property: Optometry Office
8. Square Footage of Proposed Building or Business: _____ sq. ft.
9. Zoning District: _____ Number of Off-Street Parking Spaces: _____
10. Estimated Cost of Improvements: \$ _____

IN ADDITION, THE FOLLOWING ITEMS MUST ACCOMPANY THIS APPLICATION:

- (Conditional) Eight full sets (11x17) of to scale plans and dimensioned drawings showing the property, with all elevations and the location of existing and proposed buildings and alterations are required. Attach any requested, supplemental or necessary documentation.

- Some of the requests below may not apply to your application.

- (1) A dimensioned site plan showing existing conditions including all structures, pavement, curb-cut locations, natural features such as tree masses and riparian corridors, and rights-of-way.
- (2) A dimensioned site plan showing the proposed site change including structures, pavement, revised curb-cut locations, landscaping, property lines and screening of mechanicals.
- (3) Illustration of all existing building elevations from street/ground to scale & picture of project before starting.
- (4) Illustrations of all proposed building elevations to scale & picture of project when it's finished.
- (5) Samples of proposed building materials.
- (6) Color samples for proposed roof, siding, etc.
- (7) Illustrations of all existing site signage including wall and ground.
- (8) Illustrations of proposed signage to scale.
- (9) A dimensioned site plan showing location of existing ground mounted signs.
- (10) A dimensioned site plan showing the proposed location of ground mounted signs.
- (11) Samples of proposed sign materials.
- (12) Color samples of proposed sign(s).
- (13) Proposed lighting plan for sign(s).
- (14) The applicant shall post one sign per public street frontage of the subject property within fifteen (15) feet of the curb indicating the subject, date, and time for a public hearing. The sign(s) shall be posted at least ten (10) days prior to the scheduled hearing. The sign(s) should be purchased at the Johnstown City Offices and will measure no less than two (2) feet by three (3) feet.

List of Materials that will be used on the project:

1. _____ 2. _____
3. _____ 4. _____
5. _____ 6. _____
7. _____ 8. _____

List of Contiguous Neighbors and Addresses:

- | | | | | |
|----|-----------------|--------------------|-------|----------|
| 1. | _____ | _____ | OH | _____ |
| | Neighbor's Name | Neighbor's Address | State | Zip Code |
| 2. | _____ | _____ | _____ | _____ |
| | Neighbor's Name | Neighbor's Address | State | Zip Code |
| 3. | _____ | _____ | _____ | _____ |
| | Neighbor's Name | Neighbor's Address | State | Zip Code |
| 4. | _____ | _____ | _____ | _____ |
| | Neighbor's Name | Neighbor's Address | State | Zip Code |

The undersigned is applying for a Certificate of Appropriateness Permit for the following use: said permit is to be issued based on the information contained within this application. The applicant hereby certifies that all information and attachments to this application are true & correct and agrees to follow all applicable laws.

FASTSIGNS

Westerville

PLEASE CHECK YOUR PROOF CAREFULLY

FASTSIGNS will not be responsible for Errors or Omissions after your proof is approved.

Proofing is designed to reduce your final cost.

*Should you require a specific color, please specify a Pantone Color (PMS) or come by our showroom and choose one from our color pallet.

9.50 in

153.27 in

PROFESSIONAL VISIONCARE



Description:

White exterior grade, 1/2" thick PVC to be painted black.
Stud mount application.
Letters to be 9.5"h
VO is: 168"w x 21"h
Artwork to be provided by the client.
To read: Professional Vision Care

Material: **PVC**

The monitor uses a resolution of 72 dpi and is RGB based, while printing uses 300 dpi and is CMYK based. The colors on the monitor are different than they will appear when they print.

Before approving, please examine all proofs carefully for the information presented, as well as spelling, punctuation, numbers, graphics, colors, and general layout. The final examination for accuracy is your responsibility.

Our normal production cycle will begin from the date approval is received. We cannot accept changes or approvals verbally.

INV. 303648

COST	PROOF #	REVISION DATE	DESIGNER
FREE	1	12/16/24	BH
FREE	2		
\$25	3		
\$25	4		
\$25	5		

SIGNATURE

DATE

APPROVED

APPROVED WITH NOTED CHANGES