



Design Review Board Meeting
Tuesday, January 28, 2025 - 5:30 PM
AGENDA

1. Call to Order
2. Roll Call
3. Public Comment
4. Action on Minutes
 - a. January 14, 2025
5. Tabled - Application #12-23-10 Certificate of Appropriateness; 39 S. Main St. - Sign
 - a. Application
6. Other Business
7. Adjourn



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

1. Call to Order/Roll Call
Board Chair Heather Green called the Design Review Board to order for January 14, 2025 at 5:44 pm.
2. Public Comment
No comments
3. Action on Minutes

a. December 4, 2024

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

Passed 5 - 0

4. Application # 12-23-10 Certificate of Appropriateness; 39 S. Main St. - Sign

a. Application

Zack Keesee with Professional Vision care attended. Application submitted shows one wall sign on the street facing Phalen, however, the applicant said they want two signs, one facing Main Street and one facing Phalen. Mr. Keesee was told that only one sign is permitted per building so if the application is for two, this board cannot consider it, he would need a variance. Mr. Keesee provided images he had for both signs, some discussion and questions on the sign sizes, lettering color and size, backer color and material; no color or material samples were provided and the applicant was unsure on some questions asked. Sign plan referenced ½ inch letter depth but the city requires 1 inch minimum. The board requested that the applicant return with material samples and a side schematic showing letter depth and mounting. Sean Staneart said if desired, they could approve conditionally upon receiving a variance, Ms. Green said she thinks they are leaning toward needing more information.

ACTION: Heather Green moved to table until needed information for review is received; Craig Bohning seconded and the vote was as follows:
AYES: Heather Green, Franz Stein, Andrew Hale, Craig Bohning
NOES: None
ABSTAIN: None

Passed 4 - 0

Sean Staneart said from a staff recommendation, there is precedent for two signs if a building faces two roadways although size has been a factor.

5. Section 1187 - Recap discussion on Environmental Change Major/Minor edits
Discussion and decision to "tap the brakes" on editing, there may be some crossover with the Design Guidelines being drafted. If someone comes through with a smaller structure demolition, could ask them to hold.
6. Other Business
 1. Legislation is going to council to reappoint Andrew Hale.
 2. Franz Stein asked again about the archery barn sign, it has never been approved. Sean said the zoning inspector may have sent a letter, would need to check.
 3. Sean Stanearth said the board will see an upcoming Conditional Use permit application for Johnstown Point.
7. Adjourn

ACTION: Heather Green moved to adjourn; Franz Stein seconded and all were in favor.

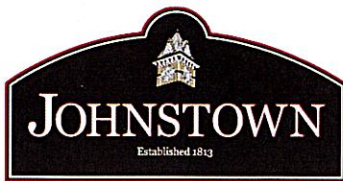
AYES: Heather Green, Franz Stein, Andrew Hale, Craig Bohning

NOES: None

ABSTAIN: None

Passed 4 - 0

The meeting ended at 6:40 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. | _____ | _____ | State | Zip Code |
| | Neighbor's Name | Neighbor's Address | State | Zip Code |
| 3. | _____ | _____ | State | Zip Code |
| | Neighbor's Name | Neighbor's Address | State | Zip Code |
| 4. | _____ | _____ | State | Zip Code |
| | 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.

Date: 12 / 19 / 24

OFFICE USE ONLY:

By: J. Wymer

1 / 14 / 2025

_____ / _____ / _____

Conditions Necessary for Approval: _____

City Manager Signature: x _____

11.00 in

171.98 in

PROFESSIONAL VISIONCARE



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

9.50 in 153.27 in

PROFESSIONAL VISIONCARE



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.

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INV. 303648

SIGNATURE

DATE

APPROVED



APPROVED

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Fastsigns Westerville

Payment Terms: Net 30

Created Date: 12/3/2024

DESCRIPTION: Dimensional PVC Letters

Bill To: Professional Vision Care 185 South State Street Westerville, OH 43081 US	Installed: Professional Vision Care Professional Vision Care 39 S. Main St. Johnstown, OH 43031 US
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Ordered By: Dr. Zak Keesee
Email: zkeesee@ohiovisioncare.com
Work Phone: (614) 898-5285
Cell Phone: (740) 817-2425

Salesperson: Mark FASTSIGNS of Westerville
Email: mark.rubcich@fastsigns.com

NO.	Product Summary	QTY	UNIT PRICE	TAXABLE	AMOUNT
1	Dimensional PVC Letters - Main St. Side - 171.98"w x 11"h, 1	1	\$907.80	\$907.80	\$907.80
1.1	PVC 12mm - Dimensional PVC Letters Part Qty: 1 Width: 171.98" Height: 11.00" Sides: 1 Notes: White exterior grade, 1/2" thick PVC to be painted black. Stud mount application. Letters to be 11"h. VO is: 192"w x 21"h Artwork to be provided by the client. To read: Professional Vision Care				
1.2	Pattern - Paper - Large - greater than 4sq ft - Paper Pattern Part Qty: 1 Text: N/A Notes: Paper pattern to make for the installation of the studs.				
2	Dimensional PVC Letters - Phalen Place Side - 153.27"w x 9.5"h, 1	1	\$855.17	\$855.17	\$855.17

2.1	PVC 12mm - Dimensional PVC Letters Part Qty: 1 Width: 153.27" Height: 11.50" Sides: 1 Notes: 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				
2.2	Pattern - Paper - Large - greater than 4sq ft - Paper Pattern Part Qty: 1 Text: N/A Notes: Paper pattern to make for the installation of the studs.				
3	Installation	1	\$613.26	\$613.26	\$613.26
3.1	Installation - Installation - # of Hours: 2 - # of Installers: 2 Text: To read: Professional Vision Care Notes: To install the dimensional letters in the sign band areas. Both Main St. and Phalen Place sides of the building. Sign permit by owner.				
3.2	Drive Time - Drive Time - # of Hours: 1 - # of Installers: 1 Text: N/A Notes: Drive Time				
4	Shop Time	1	\$215.00	\$215.00	\$215.00
4.1	Shop Time - Shop Time - # of Hours: 2 - # of Installers: 1 Text: N/A Notes: Shop time for painting and the studs to be drilled and adhered to the sign panels.				

Subtotal:	\$2,591.23
Taxable Amount:	\$2,591.23
Taxes:	\$194.34
Grand Total:	\$2,785.57
Amount Paid:	\$1,448.11
BALANCE DUE:	\$1,337.46

TRANSACTIONS		
Date	Type	Amount
12/3/2024	MasterCard (Online) - 6908	\$1,448.11

Thank you for your business.
This FASTSIGNS location is independently owned and operated.