



Design Review Board
Tuesday, March 11, 2025 - 5:30 PM
MINUTES

1. Call to Order

Board Chair Heather Green called the Design Review Board to order for March 11, 2025 at 5:33 pm.

2. Roll Call

Present - Heather Green, Franz Stein, Andrew Hale, Craig Bohning, Dustin Gerken

Absent - None

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

Public present - Joanna Daskivich

3. Public Comment on items not on the agenda

No comments

4. Approval of Minutes

a. January 28, 2025

ACTION: Craig Bohning moved to approve; Heather Green seconded and the vote was as follows:

AYES: Heather Green, Franz Stein, Craig Bohning

NOES: None

ABSTAIN: Andrew Hale, absence

Passed 3 - 0

b. February 11, 2025

ACTION: Heather Green moved to approve; Andrew Hale seconded and the vote was as follows:

AYES: Heather Green, Andrew Hale, Craig Bohning

NOES: None

ABSTAIN: Franz Stein, Dustin Gerken; absence

Passed 3 - 0

5. Application # 2-4-10 Certificate of Appropriateness; 28 A S. Main Street - Sign

a. Application

Applicant not present. Committee review; question on whether two businesses can be on the same sign and if the phone numbers were allowed. Sean Staneart said since both businesses are located there, it can have both names but phone numbers are not permitted. Also a question on whether the visible blue shown in the rendering is just a backing and the sign will only be the white letters. The board would also like clarification on what each of the businesses do, the application references pet grooming, kennel and cattery. The direction for the applicant is to answer the questions asked and provide a new sign image with phone numbers removed.

ACTION: Heather Green moved to table the application; Franz Stein seconded and all were in favor.
AYES: Heather Green, Franz Stein, Andrew Hale, Craig Bohning, Dustin Gerken
NOES: None
ABSTAIN: None

Passed 5 - 0 TABLED

6. Application # 2-25-35 Certificate of Appropriateness; 60 S. Main Street - Sign

a. Application

Applicant Joanna Daskivich was present. Board review of the application and the sign dimensions, applicant stated that there will be eight foot clearance from the bottom of the sign to the sidewalk. The applicant provided the actual sign and hanging hardware for board review. Discussion on the type of sign and location on the building relative to the door, the board requested that the sign be moved closer to the door entrance, halfway between where currently shown and the door.

ACTION: Craig Bohning moved to approve with the condition on sign placement discussed; Andrew Hale seconded and the vote was as follows:
AYES: Heather Green, Franz Stein, Andrew Hale, Craig Bohning, Dustin Gerken
NOES: None
ABSTAIN: None

Passed 5 - 0

The board asked when they plan to open, the applicant said in May.

7. Other Business

1. The board will see additional sign applications and COA for Tractor Supply at the next meeting.
2. Heather Green asked if they would be seeing the demolitions planned for the nursing home expansion, Sean Stanearth said that they would, nothing has been filed yet.

8. Adjourn

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

Passed 5 - 0

The meeting adjourned at 6:05 pm.