



Design Review Board
Tuesday, March 25, 2025 - 5:00 PM
MINUTES

1. Call to Order

Board Chair Heather Green called the Design Review Board to order for March 25, 2025 at 5:03 pm

2. Roll Call

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

Absent - None

Staff present - Sean Staneart - City Manager

Public present - Brian Elliott (Tractor Supply)

3. Public Comment on items not on the agenda

No comments

4. Application # 1-20-20 Certificate of Appropriateness; 670 W. Coshocton Street - Sign

a. Application

Applicant not present. The board wants to see a material sample and the mounting material that will connect the sign to the wall. They would also like to have a description for the lettering application, will the letters be paint or vinyl etc.

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

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

NOES: None

ABSTAIN: None

Passed 5 - 0 TABLED

5. Application # 1-12-5 Certificate of Appropriateness; 659 W. Coshocton Street

a. Application

Board review of application and material samples provided. The sign on the gable garden center awning is not permitted, it will need a separate sign permit application.

Conditions discussed:

1. The garden center sign will need a separate sign permit

2. The two new exterior doors on the side elevation need to be the same material as the front entry door

3. Red stripe is not permitted, as shown on the side exterior elevation

4. The underneath side of the corrugated metal garden center awning will be black (not red)

ACTION: Heather Green moved to approve with the conditions discussed/listed; Franz Stein 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

6. TABLED - Application # 2-4-10 Certificate of Appropriateness; 28 A South Main Street - Sign

a. Application

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

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

NOES: None

ABSTAIN: None

Passed 5 - 0

ACTION: Craig Bohning moved to approve with a rectangle border on the sign and the "&" symbol between the business names; Andrew Hale seconded and the vote was as follows:

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

NOES: None

ABSTAIN: None

Passed 5 - 0

7. Other Business

No further business.

8. Adjourn

ACTION: Craig Bohning moved to adjourn; Heather Green 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 meeting ended at 6:00 pm.