



Design Review Board Meeting
Tuesday, June 10, 2025 - 5:30 PM
AGENDA

1. Call to Order
2. Roll Call
3. Public Comment on items not on the agenda
4. Approval of Minutes
 - a. May 27, 2025
5. TABLED - Application # 2-10-15 Certificate of Appropriateness; 670 W. Coshocton Street Unit F - Sign
6. TABLED - Application # 4-28-5 Certificate of Appropriateness; 56 E. Coshocton Street - Material Change/Paint
7. Application # 5-31-5 Certificate of Appropriateness; 23 E. Jersey Street - Material Change/Roof-Siding
 - a. Application
8. Work Session - Review of Board comments on Design Guidelines draft
9. Other Business
10. Adjourn



Design Review Board
Tuesday, May 27, 2025 - 5:00 PM
MINUTES

1. Call to Order
Board Chair Heather Green called the Design Review Board to order for May 27, 2025 at 5:03 pm.
2. Roll Call
Present - Heather Green, Franz Stein, Andrew Hale, Craig Bohning, Dustin Gerken (absent at roll call, arrived at 5:33 pm.)
Absent - None

Staff present - Sean Staneart - City Manager, Trevor Traphagen - City Planner/MKSK, Teresa Monroe - Clerk of Council

Public present - Joseph Foster, Eric Harris, Terry Cline, Brad Waite, Vineet Khanna, Joann Perry, Tim Perry
3. Public Comment on items not on the agenda
No comments
4. Approval of Minutes
 - a. April 22, 2025
ACTION: Craig Bohning moved to approve; Andrew Hale seconded and all were in favor.
AYES: Heather Green, Franz Stein, Andrew Hale, Craig Bohning
NOES: None
ABSTAIN: None

Passed 4 – 0
5. TABLED - Application # 2-10-15 Certificate of Appropriateness; 670 W. Coshocton Street Unit F - Sign
No updated materials.
6. Application # 4-22-5 Certificate of Appropriateness; 495 E. Coshocton Street - Sign
 - a. Application
Applicant stated that companies have merged and they are in need of new signage. Board review of application submitted. Craig Bohning questioned the applicant on the sign location relative to the right-of-way, noted that the proposed sign location is shown as twenty-six feet from Coshocton Street and twenty-three from Commerce Blvd., he said he wants to confirm that those dimensions are off of the right-of-way, not off the pavement. Applicant said they would confirm that with the contractor, Mr. Bohning said he would add that as a condition. Applicant stated that the sign would not be lit.

ACTION: Andrew Hale moved to approve, with the condition that the sign will be twenty-six feet and twenty-three feet off the right-of-way; Heather Green seconded and the vote was as follows:
AYES: Andrew Hale, Heather Green, Franz Stein, Craig Bohning
NOES: None
ABSTAIN: None

Passed 4 - 0

7. Application # 4-28-5 Certificate of Appropriateness; 56 E. Coshocton Street - Material Change/Paint

a. Application

Applicants present were Vineet Khanna and his wife, Mr. Khanna stated they live in New Albany. Mr. Khanna said there was a lot of work to be done to this property to make it safe and they were looking to modernize and beautify the exterior of the house. After they made some of the changes, it came to their attention that they needed approval. He said they have received positive feedback, both written and verbal, from local community members including neighbors and that the updates are complete at this point.

Sean Staneart said this needed to come before the board because of the change in material, the applicant has painted over vinyl siding and stone. Mr. Staneart asked the board to consider the precedent that would be set by the acceptance of painting vinyl or stone/brick work, applicants are supposed to get approval prior to starting this. Mr. Khanna said he called the department (code enforcement) and was given the understanding he had approval to do the work, however he did not have that in writing. Andrew Hale asked what product was used to paint the vinyl. Mr. Khanna said he would have to confirm with the contractor. Mr. Hale said he has been a contractor for forty years and he has never seen vinyl siding successfully painted with any durability, it will bubble and peel off of the house within six months, that if this had come before them prior to painting, it would have been an absolute no. Mr. Hale said he would prefer to table this application until he is aware of what the product is and the method in which it was applied. Mr. Staneart asked if the board had an issue with the stone being painted. Mr. Hale said he has an enormous problem with that, he is not in favor of painting stone. Heather Green said she is not in favor of painting stone, but she thinks that while it is not her choice, she thinks the homeowners' choice to paint the stone is what it is. Mr. Hale said the stone was a very specific character under this circumstance and it did lend to the character of the original structure. Ms. Green said it did, but said she did not find the new painted stone super offensive, and that it is a nice neutral color, she said she doesn't like that it's painted, but she doesn't mind the color, however, depending on the paint and application of it, that would make a difference. Craig Bohning said for him in terms of what it looks like visually, he doesn't have a problem with it, but to Andrew's point, what is it going to look like in two years. Andrew Hale said they would like to see the specific product used and understand the application technique and what the contractor has done to assure the proper bond.

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

Passed 4 - 0

8. Application # 5-7-5 Certificate of Appropriateness; 215 DeRosa Drive - Solar Panels

a. Application

Joseph Foster, the contractor for this project, was present along with homeowner Brad Waite. They are proposing thirty total solar panels installed on the back of the house. Board review of application materials and proposed location of the panels and equipment. Mr. Hale said he appreciated the thoroughness of the application.

ACTION: Andrew Hale moved to approve as submitted; Franz Stein seconded and the vote was as follows:

AYES: Andrew Hale, Heather Green, Franz Stein, Craig Bohning
NOES: None
ABSTAIN: None

Passed 4 - 0

9. Application # 5-30-60 Certificate of Appropriateness; 120 Saratoga Drive - Material Change/Siding

a. Application

Sean Staneart said going from aluminum or old asbestos siding to vinyl is a change in material, which is why it is before the board. He said this material and color are consistent with other structures in the area. Applicant Joann Perry was present; board review of application materials submitted.

ACTION: Heather Green moved to approve, with the precedent that this material and color fit in with the neighborhood and is aesthetically pleasing; Andrew Hale seconded and the vote was as follows:

AYES: Heather Green, Franz Stein, Craig Bohning, Andrew Hale
NOES: None
ABSTAIN: None

Passed 4 - 0

10. Other Business

Dustin Gerkin arrived (5:33 pm).

1. Some further background provided and discussion on the property at 56 E. Coshocton Street. Dustin Gerkin said he is a neighbor, Mr. Staneart reviewed proper procedure for having a conflict of interest and future voting.

2. Mr. Staneart addressed the Main Street house recently painted pink. He said the siding had a previous coating so it is paint on paint, not a change in material and the current design guidelines do not reference any color or pallet for the primary structure. He did not have any teeth to not approve.

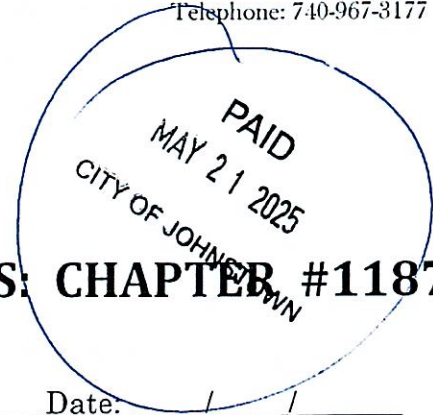
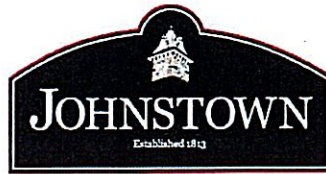
3. Trevor Traphagen said he has sent out the Design Guidelines draft to the board for their review. Discussion on scheduling to go over any comments, he would like to have the comments ahead of the meeting. Decision to discuss at the June 10th meeting, plan to start at 4:30 pm.

11. Adjourn

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

Passed 5 - 0

The meeting adjourned at 6:08 pm.



CERTIFICATE OF APPROPRIATENESS: CHAPTER #1187

Application Number: 5-31.5 Date: / /

FEES:

Base Fee: \$ 300

Total Fee Amount: \$ 300 Paid: Check # ✓ Cash: \$

(PLEASE PRINT)

1. Applicant: RANDY PIPER Phone: (614) 332-9497
2. Property Address: 23 EAST JERSEY ST. City: JOHNSTOWN State: OH Zip: 43031
3. Applicant's E-mail:
4. Business Owner's Name: RANDY PIPER Phone: (614) 332-9497
5. Contractor's Name: William BEAVERS Phone: (740) 963-0019
6. Principal Business Activity: RENTAL HOUSE
7. Existing Use of Property: RENTAL HOUSE
8. Square Footage of Proposed Building or Business: 1500 sq. ft.
9. Zoning District: GCC-1 Number of Off-Street Parking Spaces:
10. Estimated Cost of Improvements: \$ 24000.00

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. (Required only if asked for by the Zoning Inspector.)

List of Materials that will be used on the project:

1. CHARCOAL METAL ROOF
2. _____
3. GREY VINYL SIDING
4. _____
5. _____
6. _____
7. _____
8. _____

List of Contiguous Neighbors and Addresses:

1. _____
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.

Applicant's Signature: x Ronny Piper Date: 5 / 21 / 25

OFFICE USE ONLY:

Date Received in Office: 5 / 21 / 25 By: T. Wymer

Date of Planning and Zoning Commission Meeting: 6 / 10 / 25

Date Permit Approved or Denied by Planning Commission: ____/____/____

Conditions Necessary for Approval: _____

City Manager Signature: x _____









