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

1. Call to Order

   Board Chair Heather Green called the Design Review Board to order for Tuesday, June 10, 2025 at 5:34 pm

2. Roll Call

   Present - Heather Green, Franz Stein, Andrew Hale, Craig Bohning, Dustin Gerken
   Absent - None

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

   Public present - Randy Piper

3. Public Comment on items not on the agenda

   No comments

4. Approval of Minutes

   a. May 27, 2025

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

   Passed 5 - 0

5. TABLED - Application # 2-10-15 Certificate of Appropriateness; 670 W. Coshocton Street Unit F - Sign

   No updates

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

   No updates

7. Application # 5-31-5 Certificate of Appropriateness; 23 E. Jersey Street - Material Change/Roof-Siding

   a. Application

   Sean Staneart said that in accordance with the city ordinances, a change in material, in this case metal to vinyl siding and roof material changes, require Board review and approval. Mr. Staneart said from the city's perspective, plans for this house are in alignment with other houses in the area that are a similar material and color and there are other houses with metal roofing. Applicant Randy Piper was present, Board review of the application. Mr. Piper said the roof is already done, he did not know he needed a permit. Heather Green asked if the new vinyl would be covering the stone at the bottom, Mr. Piper said no, he has a guy coming in to clean and seal it, and it would not be painted. Ms. Green asked about the new vinyl color, Mr. Piper said it would be a gray; no material samples were brought for review, he said he hasn't bought it yet but it would be a lighter gray, he said like the trim in council chambers. He said the trim around the windows and porch will all be white. Franz Stein asked the applicant if he knew what product he would be using, Mr. Piper asked what that had to do with it. Mr. Stein said without a sample he would like to pull it up and look at it. Mr. Piper said the guys doing it have it. Andrew Hale said that answer makes him

uncomfortable, that he would like to know the quality of material. Mr. Piper became agitated and disrespectful and referenced the newly painted pink and red house in town and said that he is not doing anything outlandish, it would look nice. Mr. Hale said the board's responsibility is to ask what materials are being used and he would like to see a sample. Mr. Piper said it is going to be a vinyl siding, vinyl is vinyl, and it would probably be vertical on parts of it and horizontal on others, the peaks probably would be shaker style and that it would look nice. Craig Bohning asked how wide the trim around the windows would be, Mr. Piper said probably about three inches. Mr. Bohning asked if that would be vinyl as well, Mr. Piper said yes. Ms. Green asked if he was going with a standard size vinyl, Mr. Piper said yes, regular size, the vertical would be a little wider on the front. Dustin Gerkin asked if he was painting the garage door, Mr. Piper said he would put a new garage door on, it may have windows, he is not sure yet, but it would be white. Mr. Piper said he can't believe they let a house be painted pink, Ms. Green said there was nothing they could really do about it because it was not a change in material. Some further discussion, Mr. Piper said when he sees something get painted pink and red and he is trying to be very conservative and make it look nice, it is upsetting that he has to go through this and they didn't. Mr. Hale asked if all the gable ends are going to have a different... Mr. Piper said just the two on the front, the one over the porch and the one over the garage will have the shaker look. Mr. Hale asked about the porch posts, Mr. Piper said they are metal now, they will be replaced with a white vinyl to match the trim. There were no further questions.

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

Passed 5 - 0

Sean Staneart said he would address the elephant in the room before they move on because he doesn't want them to be distracted. Mr. Staneart said so the board knows, the applicant was told to bring material samples to the meeting. Andrew Hale said they should have gotten to see everything that was going on that house, he should have seen what direction that siding was going to go, what the gables ends were going to look like, what color, what the fascia would look like. He said he got backed down and the applicant got what he wanted, what did they just accomplish? Not a thing. Mr. Bohning said this was one where he was not sure if bringing the samples was conveyed to the applicant. Discussion on internal processes and the requirement for material samples. Planner Trevor Traphagen said he thinks a better way to do this, instead of the expectation that the materials will be brought to the meeting, require them as part of the actual application ahead of time before being placed on the agenda. Internal process will be reviewed.

8. Work Session - Review of Board comments on Design Guidelines draft

Trevor Traphagen touched on some of the bigger topics reviewed and edited last time. The board provided some further comments on the draft in general; thoughts included that it needed plainer language and that it took too long to get to the "bones" of the document. Mr. Traphagen said he does think they need to simplify it, cut out some word salad. The board would like to see clearer direction for the public on what this document is for and how to use it; it was noted that it is in there but buried under too many layers. Additionally, it was stated that there is a lot of redundancy where the same things are said. Trevor to make edits and the board to continue to review the draft and provide comments. Decision to schedule a Design Guidelines Steering Committee meeting for July 8, 2025 at 5:30 pm for continued review.

9. Other Business

None

10. Heather Green moved to adjourn; Andrew Hale seconded and all were in favor. Motion carried 5-0. The meeting adjourned at 6:26 pm.