



Design Review Board
Tuesday, August 12, 2025 - 5:00 PM
MINUTES

1. Call to Order/Roll Call

Vice Chair Andrew Hale called the Design Review Board to order for August 12, 2025 at 5:16 pm.
Present - Franz Stein, Andrew Hale, Craig Bohning, Dustin Gerken
Absent - Heather Green

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

Public present - Connor Hasskew, Cris Geiser, Gabrielle Edwards, Frank Meravy

2. Public Comment on items not on the agenda

No comments

3. Approval of Minutes - a. July 22, 2025

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

Passed 4 - 0

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

a. Application - updated

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

Passed 4 - 0

Gabrielle Edwards was present for the application. Sean Staneart said this application was previously tabled, new illustrations of proposed signage and material were presented. Board review of revised application materials. The sign proposed is 2'x8' and will be located above the main door entrance. Mr. Staneart said this is almost an exact duplication of what was approved for Prestige Driving School located in the same building. The applicant stated that the method of attachment will be metal bolts.

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

Passed 4 - 0

5. Application # 7-22-25 Certificate of Appropriateness; 435 Park Lane Drive - Roof replacement/material change

a. Application

Connor Hasskew was present on behalf of Roof Revivers. Sean Staneart said this application is before the board because the new roof will be a change in material and in appearance. The current roof material is a metal shingle and the proposed new roof will be an asphalt shingle, in a different color. Board review of the proposed changes, gutters and fascia will be replaced, fascia will be white, gutters will be almond color to match the trim.

ACTION: Craig Bohning moved to approve; Andrew Hale seconded and the vote was as follows:

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

NOES: None

ABSTAIN: None

Passed 4 - 0

6. Application # 8-7-25 Certificate of Appropriateness; 347 Fondriest - Porch enclosure

a. Application

Cris Geiser was present for the application, he said they are enclosing the existing porch, it is currently a concrete patio with a roof over it. They will frame it in, add windows and a patio door, they will match the white windows and siding. Board review of the application and design submitted.

ACTION: Andrew Hale moved to approve; Dustin Gerken seconded and the vote was as follows:

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

NOES: None

ABSTAIN: None

Passed 4 - 0

7. Other Business

No further business.

8. Adjourn

ACTION: Andrew Hale moved to adjourn; Craig Bohning seconded and all were in favor.

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

NOES: None

ABSTAIN: None

Passed 4 - 0

The meeting adjourned at 5:34 pm.