



Design Review Board Meeting
Tuesday, August 26, 2025 - 5:30 PM
AGENDA

1. Call to Order/Roll Call
2. Public Comment on items not on the agenda
3. Approval of Minutes
 - a. August 12, 2025
4. Application # 7-15-25 Certificate of Appropriateness; 67 S Main Street - Exterior Changes
 - a. Application & Staff Report
5. Other Business
6. Adjourn



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.



CERTIFICATE OF APPROPRIATENESS: CHAPTER #1187

Application Number: 7-15-25 Date: 07 / 15 / 2025

FEES:

Public Notice Sign \$25

Base Fee: \$ 300

Total Fee Amount: \$ 300 Paid: Check # 30741 Cash: \$

(PLEASE PRINT)

1. Applicant: Andrew Burik Phone: (614) 753 - 1674
2. Property Address: 67 South Main Street City: Johnstown State: OH Zip: 43031
3. Applicant's E-mail: aburik@rhythm-arch.com
4. Business Owner's Name: Mason Equity Group (Attn. Dale Leatherberry) Phone: (614) 781 - 1100
5. Contractor's Name: Walnut Creek Glass Phone: (330) 852 - 9901
6. Principal Business Activity: Retail
7. Existing Use of Property: Vacant (Commerical)
8. Square Footage of Proposed Building or Business: 5,067 (Ground Floor) sq. ft.
9. Zoning District: GCC-1 Number of Off-Street Parking Spaces: 56 (City Lot)
10. Estimated Cost of Improvements: \$ 42,000

IN ADDITION, THE FOLLOWING ITEMS MUST ACCOMPANY THIS APPLICATION:

- PLEASE READ CITY ORDINANCE #1187 PRIOR TO SUBMITTING APPLICATION
- (Conditional) One (1) full set (8.5 x11) 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.)**

Some of the requests below may not apply to your application.

- (1) A dimensioned site plan showing existing conditions including all structures, pavement, curb-cut locations, natural features such as tree masses and riparian corridors, and rights-of-way.
- (2) A dimensioned site plan showing the proposed site change including structures, pavement, revised curb-cut locations, landscaping, property lines and screening of mechanicals.
- (3) Illustration of all existing building elevations from street/ground to scale & picture of project before starting.
- (4) Illustrations of all proposed building elevations to scale & picture of project when it's finished.
- (5) Samples of proposed building materials.
- (6) Color samples for proposed roof, siding, etc.
- (7) Illustrations of all existing site signage including wall and ground.
- (8) Illustrations of proposed signage to scale.
- (9) A dimensioned site plan showing location of existing ground mounted signs.
- (10) A dimensioned site plan showing the proposed location of ground mounted signs.
- (11) Samples of proposed sign materials.
- (12) Color samples of proposed sign(s).
- (13) Proposed lighting plan for sign(s).
- (14) The applicant shall post one sign per public street frontage of the subject property within fifteen (15) feet of the curb indicating the subject, date, and time for a public hearing. The sign(s) shall be posted at least ten (10) days prior to the scheduled hearing. The sign(s) should be purchased at the Johnstown City Offices and will measure no less than two (2) feet by three (3) feet.

List of Materials that will be used on the project:

- | | |
|--|-----------------------------------|
| 1. <u>Clear Anodized Framing to match existing</u> | 2. <u>Glass to match existing</u> |
| 3. _____ | 4. _____ |
| 5. _____ | 6. _____ |
| 7. _____ | 8. _____ |

List of Contiguous Neighbors and Addresses:

1.	<u>Sunset 85 Properties</u>	<u>73 S Main St, Johnstown</u>	<u>OH</u>	<u>43031</u>
	Neighbor's Name	Neighbor's Address	State	Zip Code
2.	<u>Ghost Town Properties</u>	<u>10-18 W Pratt St, Johnstown</u>	<u>OH</u>	<u>43031</u>
	Neighbor's Name	Neighbor's Address	State	Zip Code
3.	<u>67-69 South Main LLC</u>	<u>22 W Pratt St, Johnstown</u>	<u>OH</u>	<u>43031</u>
	Neighbor's Name	Neighbor's Address	State	Zip Code
4.	<u>Daulton Straub Properties</u>	<u>65 S Main St, Johnstown</u>	<u>OH</u>	<u>43031</u>
	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's Signature: x  Date: 08 / 22 / 2025

Date Received in Office: 7/15/25 By: J. Monahan

Date of Planning and Zoning Commission Meeting: 8/26/25

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

Conditions Necessary for Approval: _____

City Manager Signature: x _____

EXTERIOR
STOREFRONT
MAINTENANCE
67 SOUTH MAIN STREET



2025-08-22

EXISTING ADJACENT BUILDING
(NOT IN SCOPE OF WORK)

T.O. EX'G PARAPET
EL: +/- 128'-10 3/8"

EXISTING FRIEZE TO REMAIN; TYP

EXISTING WINDOWS TO REMAIN
AND BE PAINTED AND REPAIRED
AS REQUIRED; TYP

EXISTING BRICK TO REMAIN; TYP

EXISTING STONE CAP TO REMAIN; TYP

EXISTING ADJACENT BUILDING
METAL CANOPY TO REMAIN

EXISTING METAL
CANOPY TO REMAIN

T.O. EXISTING STOREFRONT
EL: +/- 107'-4 5/8"

EXISTING ADJACENT BUILDING
WOOD PANEL AND STUD
FRAMING WALL
CONSTRUCTION TO REMAIN

EXISTING ALUMINUM STOREFRONT
SYSTEM TO REMAIN

EXISTING STONE PILASTER TO
REMAIN; TYP

WOOD PANEL AND STUD
FRAMING WALL CONSTRUCTION
TO BE REMOVED

EXISTING PARTIAL HEIGHT BRICK
WALL TO REMAIN

EXISTING ALUMINUM
STOREFRONT SYSTEM
TO REMAIN

EXISTING ALUMINUM
STOREFRONT DOOR
TO REMAIN

EXISTING PARTIAL HEIGHT BRICK
WALL TO REMAIN

EXISTING STREET ELEVATION

0' 4' 8'

08/22/2025



EXTERIOR STOREFRONT MAINTENANCE 67 SOUTH MAIN STREET

A1

EXISTING ADJACENT BUILDING
(NOT IN SCOPE OF WORK)

EXISTING ADJACENT BUILDING
METAL CANOPY TO REMAIN

EXISTING ADJACENT BUILDING
WOOD PANEL AND STUD
FRAMING WALL
CONSTRUCTION TO REMAIN

EXISTING CLEAR ANODIZED
STOREFRONT SYSTEM BEHIND REMOVED
WOOD PANELING TO REMAIN

NEW CLEAR
ANODIZED
STOREFRONT DOOR
IN EXISTING OPENING

NEW CLEAR ANODIZED STOREFRONT
SYSTEM TO BE LOCATED IN PREVIOUS
STOREFRONT SYSTEM LOCATION AND
TO MATCH EXISTING ADJACENT

EXISTING CLEAR
ANODIZED
STOREFRONT
SYSTEM TO REMAIN

EXISTING CLEAR
ANODIZED
STOREFRONT DOOR
TO REMAIN

T.O. EX'G PARAPET
EL: +/- 128'-10 3/8"

EXISTING FRIEZE TO REMAIN; TYP

EXISTING WINDOWS TO REMAIN
AND BE PAINTED AND REPAIRED
AS REQUIRED; TYP

EXISTING BRICK TO REMAIN; TYP

EXISTING STONE CAP TO REMAIN; TYP

EXISTING METAL
CANOPY TO REMAIN

T.O. EXISTING STOREFRONT
EL: +/- 107'-4 5/8"

EXISTING CLEAR ANODIZED
STOREFRONT SYSTEM TO REMAIN

EXISTING STONE PILASTER TO
REMAIN; TYP

EXISTING PARTIAL HEIGHT BRICK
WALL TO REMAIN; TYP

PROPOSED MAINTENANCE STREET ELEVATION

0' 4' 8'

08/22/2025



EXTERIOR STOREFRONT
MAINTENANCE
67 SOUTH MAIN STREET

A2





PHOTO OF EXISTING STOREFRONT FROM INSIDE OF WOOD PANELING

08/22/2025











Teresa Monroe

From: Andrew Burik <aburik@rhythm-arch.com>
Sent: Tuesday, July 22, 2025 1:37 PM
To: Teresa Monroe
Subject: RE: 67 S. Main - Design Review Meeting

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Teresa,

The owner just let me know these are the changes being made to the rear exterior:

- New electric meters and the grey conduit lines that feed out of the meters.
- Removed part of the fence on the back patio during the 'demolition' stage.
- Removed an old, decaying sign bracket above the left rear entry. We removed that as well.
- They will likely add a new fence on the rear patio, as well as new entry doors in the rear.

Will this require drawn elevations?

--

Andrew Burik | Project Manager

Rhythm Architecture and Design, LLC.
679 High St. STE D Worthington, OH 43085
140 Fairfax Rd. Marion, OH 43302

Worthington: 614.964.1641
Marion: 740.387.8947
Cell: 614.753.1674
Email: aburik@rhythm-arch.com

From: Teresa Monroe <TMonroe@johnstownohio.org>
Sent: Tuesday, July 22, 2025 1:24 PM
To: Andrew Burik <aburik@rhythm-arch.com>
Subject: RE: 67 S. Main - Design Review Meeting

Thank you, I will submit for review.
Teresa

From: Andrew Burik <aburik@rhythm-arch.com>
Sent: Tuesday, July 22, 2025 1:19 PM
To: Teresa Monroe <TMonroe@johnstownohio.org>
Subject: RE: 67 S. Main - Design Review Meeting

1. Exterior Electrical Changes

This change was made to upgrade the outdated, underpowered single-phase system. It had one panel/meter supplying the entire building. The owner installed a new 3-phase system with 2 panels/meters for the first floor, and a gang box in anticipation of the second floor occupancy down the road. If needed, we can acquire a piece of the PVC conduit that was used.

2. North Exterior Window Changes

The materials for the north side windows are the same as the storefront. That would be the black aluminum framing and the same glass that we have a sample of. These windows were already installed because when the owner acquired the building, no windows existed. There were thin sheets of particle board with holes and gaps, and they wanted to secure the interior of the space from pests and elements.





PLANNING STAFF REPORT

APPLICATION XX-XX-XX | CERTIFICATE OF APPROPRIATENESS

INTRODUCTION

To: Design Review Board

Reviewer: Trevor Traphagen, AICP (MKSK)

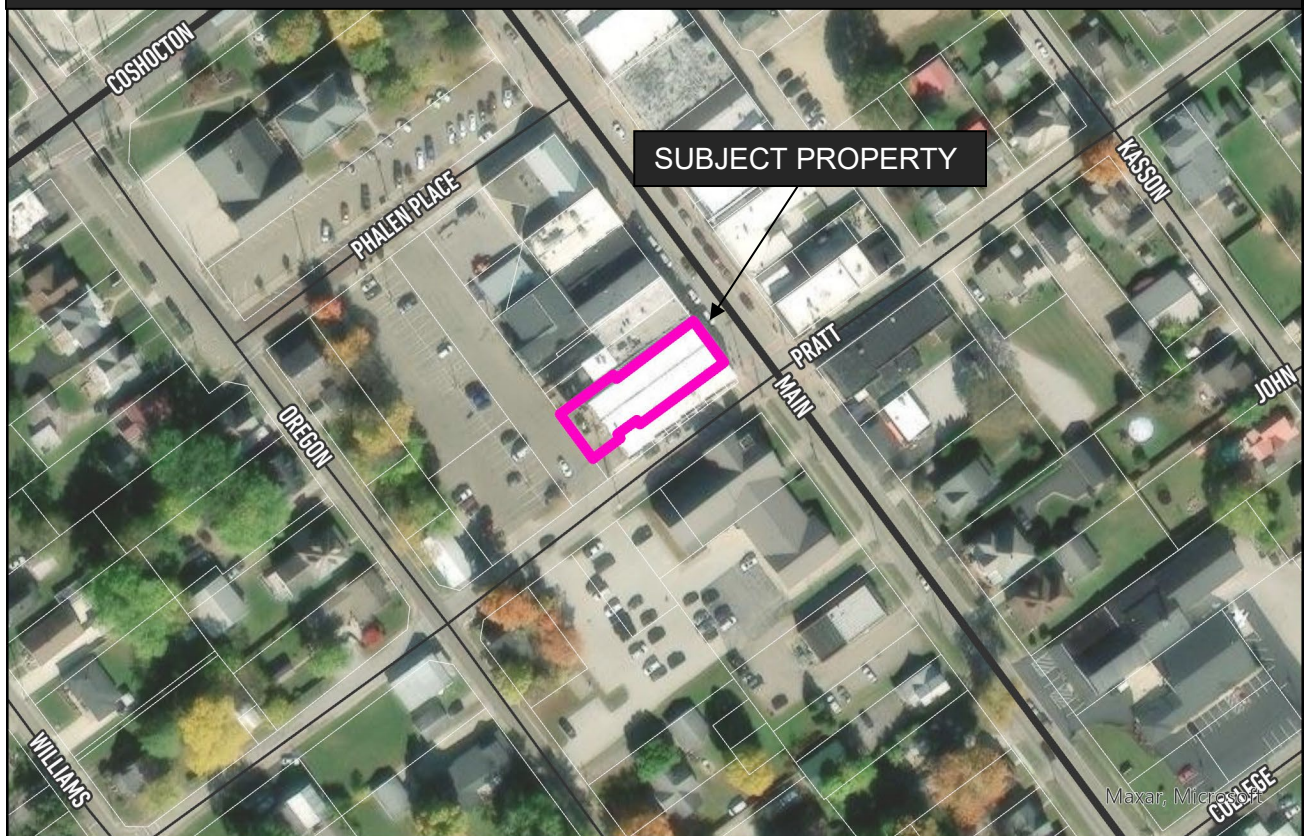
Applicant: Andrew Burik (Rhythm Architecture)

Request: To conduct exterior improvements – façade, electrical, and window replacements on the building at 67 S Main Street.

Recommendation: Consider the proposal and determine compliance with applicable guidelines and regulations.

PROPERTY LOCATION MAP

Figure 1 | Property Location Map



PROPERTY INFORMATION

Property Location:	Main Street	Property Owner:	Mason Equity Group LLC
Comp Plan Land Use Designation:	Downtown	Overlay District:	Yes – Historic Village Center
Existing Zoning Designation:	General Community Commercial (GCC-1)	Design Review District:	Yes – GCC-1

BACKGROUND INFORMATION

The applicant is requesting a Certificate of Appropriateness for proposed alterations of the building at 67 S Main Street. The parcel is 0.07 acres in size. There is an existing building on the parcel. The applicant has submitted building elevations illustrating the proposed alterations and some material data for the proposed storefront system. These materials included as an attachment with the packets provided to the DRB.

Based on the building elevations and photos submitted, the proposed alterations include removal of the following elements: the existing metal canopy (black/dark gray color), the existing aluminum storefront window and door system, the partial height brick wall (constructed of non-original brick), and wood paneling. The elements remaining based on the provided building elevations include the following: existing stone cap (between ground floor and first floor), existing brick, existing windows (along Main Street façade – will be painted/repared as needed), and the existing frieze.

The City staff shared with the reviewer that the windows on the northern building façade have been replaced without a COA. Additionally, some electrical / demo work has already been completed with exterior impacts including installation of new electric meters and associated gray conduit lines, demolition of a portion of an existing patio fence (which does not appear original to the building), and removal of the sign mount from the rear of the building.

COMPREHENSIVE PLAN REVIEW

The 2024 comprehensive plan designates the subject property as “Downtown”. The description of the Downtown land use included in the comprehensive plan states:

The City’s Downtown Core is scaled to maintain the city’s village character and experience, with a special focus on creating pedestrian-oriented spaces and buildings. The Downtown Core also provides small to medium-sized commercial spaces to support the city’s small-businesses, shopkeeper community and it’s local workforce.

Reviewer Comment: The intent of these changes are to allow the building to be used for small businesses that activate the street.

EXISTING ZONING SUMMARY

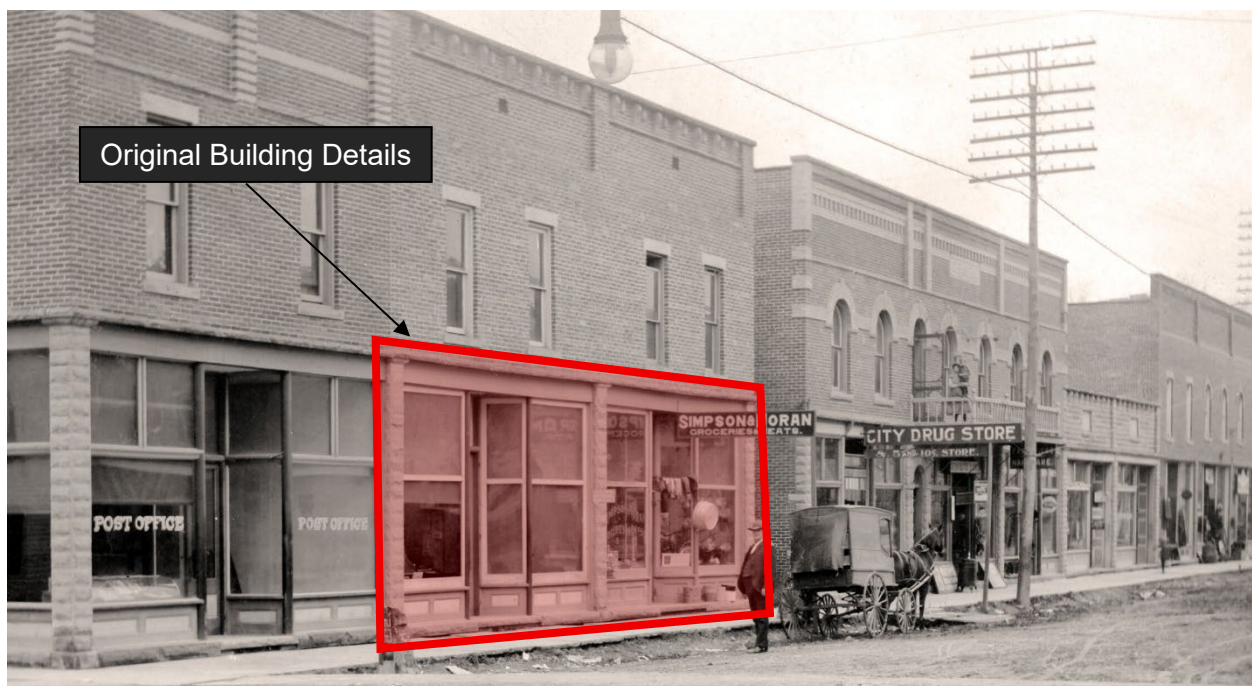
Chapter 1155.01 establishes the purpose of the General Community Commercial (GCC-1) zoning district which states: "The purpose of the GCC-1 District is to promote and foster the economic and physical revitalization of Johnstown's historic town center, while recognizing the unique physical characteristics of the area and preserving historic mixed use and pedestrian focus. The standards and requirements of the GCC-1 (Town Center District) are based on the following principles:

- (a) The maintenance and improvement of the downtown physical environment is important in promoting an active and vital business environment.
- (b) Development standards and regulations should encourage the adaptive use of older structures.
- (c) The upper stories of older structures should be promoted for productive uses that contribute to the business vitality of the area.
- (d) The downtown should be particularly receptive to small local-based entrepreneurship and start-up businesses.
- (e) Housing - and particularly owner-occupied housing - should be an integral component of the physical fabric of areas within and adjacent to Village Center.

Reviewer Comment: The improvements will facilitate the reuse of an existing building and create an opportunity for new business to be located within downtown along Main Street.

HISTORIC PHOTO FOR REFERENCE

The Johnstown Historical Society has photos of this building from before paved streets were present in Johnstown. The photo below is representative of the building in its original condition and can be used for reference when reviewing this application.



CRITERIA FOR EVALUATION OF APPLICATION FOR CERTIFICATION OF DESIGN APPROPRIATENESS (CHAPTER 1187.08)

The City's Codified Ordinances establish multiple criteria that must be evaluated when considering a Certificate of Appropriateness. Specifically, Chapter 1187.08 of the Codified Ordinances states: "In considering the appropriateness of any proposed environmental change, including landscaping or exterior signage, the Board or Village staff member shall consider the following, as a part of its review" The specific conditions are noted below with the reviewer's comments following in *italicized* text.

- (a) The compliance of the application with the Design Guidelines and Requirements. The proposed environmental change is to comply with the Design Guidelines and Requirements of the Village, incorporated by reference.

Reviewer Comment: The adopted design guidelines establish Building Character Standards in Part III – Supplemental Design Standards and Guidelines, subsection IX – Building Character. As the guidelines are somewhat subjective, the Design Review Board may determine there are additional deviations during their independent reviews.

Page 63, Subsection 9(b)– Design Standards. The primary material that will be used to replace the materials removed is a storefront system that includes aluminum and glass. A concrete partial height wall will also be installed along the bottom of the storefront system. Concrete is not identified as a desirable material (although cement-based products are encouraged). The DRB can reference the "Required and Desirable Materials" list on page 64 of the adopted design guidelines for options to enhance the overall design, if desired. Existing brick/stone on the front façade will remain in place.

- (b) A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.

Reviewer comment: The proposal is to restore a storefront aesthetic to the existing building. The proposed alterations will restore large windows. Given the removal of original windows and details along the ground floor over time, this alteration will more closely align the building with the original form.

- (c) The visual and functional components of the building and its site, including but not limited to landscape design and plant materials, lighting, vehicular and pedestrian circulation, and signage.

Reviewer Comment: No changes to the site layout are proposed. The proposed alterations will impact the existing building only.

- (d) The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

Reviewer Comment: While the proposed alterations bring the building closer to its original form, the proposed storefront system will leave the front of the building flat against the sidewalk with no recesses for primary entryways, or details along the bottom of the windows as were originally included (see photo on page 3). Given the adopted design guidelines call for "Decorative metal framing systems with an exterior-grade finish system", the applicant could explore a storefront framing system, or other material choices, that includes decorative

elements near the bottom of the façade, similar to the original building details, and to recess the front doors to create additional dimension within the façade. These two changes will bring the majority of the original character of the building.

- (e) Each property shall be recognized as a physical record of its historic time, place and use. Alterations that have no historical basis and which seek to create an appearance inconsistent or inappropriate to the original integrity of the property shall be discouraged.

Reviewer Comment: The existing building has clear and reliable historic imagery to base changes on. The existing character of the building is not reflective of the original details and character. Including details that mimic the original will bring the structure into greatest compliance with the design guidelines.

- (f) Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.

Reviewer Comment: Based on the location, the alterations since original construction, and the proposed alterations, the original condition of the building should be mirrored to achieve greatest conformity to the guidelines.

- (g) Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical or pictorial evidence.

Reviewer Comment: Many of the original details along the ground floor have been removed by previous alterations. The photo on page 3 illustrates the original ground-floor details on this structure.

- (h) Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures if appropriate shall be undertaken using the gentlest means possible.

Reviewer Comment: No cleaning using abrasive or damaging treatments have been proposed as part of this application.

- (i) New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

Reviewer Comment: As noted previously, the proposed alterations will return the large windows and front doors to the sidewalk. With the modifications recommended, this proposal will return the majority of the character of this building that has been lost to previous alterations over time. The DRB should review the window replacements that have occurred on the northern façade of the building prior to this application being submitted.

- (j) New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Reviewer Comment: No expansion or addition of the building is proposed as part of this application.

- (k) Significant archeological resources affected by a project shall be protected and preserved, if such resources must be disturbed, mitigation measures shall be undertaken.

Reviewer Comment: The reviewer was not provided with any information that points to the presence of any archeological resources on the site.

- (l) Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.

Reviewer Comment: The proposed storefront system lacks the details originally exhibited on this building. Using a revised storefront system or blending other materials with the storefront system is an opportunity to restore much of the original character of this building.

- (m) Demolition of a structure shall follow the criteria for evaluation and submittal requirements outlined in Section 1187.09 as well as all items in Section 1187.08 as it related to consideration of the demolition of a structure.

Reviewer Comment: The proposed alterations do not include demolition of this structure.

CONCLUSION

While the proposed alterations restore much of the original character, the reviewer has identified two changes that would add additional historic detail that was formerly present on this building:

1. Recess the entryways to mimic the original front doors as illustrated in the photo below.
2. Utilize a different storefront system that includes details along the bottom of the windows, or utilize differing building materials to add detail below the proposed storefront system.

