



Design Review Board Meeting
Tuesday, February 10, 2026 - 5:00 PM
AGENDA

1. Call to Order
2. Roll Call
3. Public Comment on items not on the agenda
4. Approval of Minutes
 - a. January 13, 2026
 - b. January 27, 2026
5. Application #1-21-26 Certificate of Appropriateness; Demolition - Track Street Mill
 - a. Application & Staff Report
6. Other Business
7. Adjourn



Design Review Board
Tuesday, January 13, 2026 - 6:30 PM
MINUTES

1. Call to Order/Roll Call

Board Chair Heather Green called the Design Review Board to order for January 13, 2025 at 6:51 pm

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

Staff present - Sean Staneart - City Manager, Trevor Traphagen - City Planner, Brian Hiebel - Planning & Zoning Commission, Ryan Green - City Council, Teresa Monroe - Clerk of Council

Public present - Philip Wagner, Eric Thompson, Brian Hasson

2. Public Comment on items not on the agenda

No comments

3. Application # 11-12-25-1 Certificate of Appropriateness; 80 W. Maple Street North Campus - Sports field, Concessions

a. Application & Staff Report for 80 and 445

Sean Staneart said that the Conditional Use application and a Variance related to parking lot screening were both approved by the Planning & Zoning Commission. Trevor Traphagen reviewed the application and staff report. The applicant, Johnstown-Monroe School District, proposes to construct a new soccer field and supporting infrastructure at 80 W. Maple Street and to construct new sports-related structures at 445 S. Main Street. He said upon his review, the only item to call out based on the city code, would be the use of concrete masonry units (CMU) which are being proposed. He said CMU is referenced as undesirable material in the city's design guidelines, however, these are utilitarian buildings so it makes sense why the material has been proposed. He said he did not see anything else that warranted a comment or condition. Dr. Philip Wagner and VSWC Architects were present for the application, material samples were given to the board. Andrew Hale said he was amenable to the CMU but inquired about setting precedent with approving that material. Mr. Traphagen said this is color tinted with texture, there is already a large amount of this material already being used on this campus, yes it is precedent, but because of what is already out there. Heather Green said the building use also calls for it; it is a concession stand. Sean Staneart said that because this is another governmental institution, they can look at this slightly differently, that may give some latitude, and because of the use and the applicant being of noncommercial nature. Some further review of the site plans provided, fencing, lighting, etc.

- ACTION:** Heather Green moved to approve the COA for 80 W. Maple Street North Campus; Andrew Hale seconded and the vote was as follows:
- AYES:** Heather Green, Franz Stein, Craig Bohning, Dustin Gerken, Andrew Hale
- NOES:** None
- ABSTAIN:** None

Passed 5 - 0

4. Application # 11-12-25-2 Certificate of Appropriateness; 445 S. Main Street West Campus - Sports field, Concessions

a. Application

The staff report previously discussed under the 80 W. Maple Street application covered 445 S. Main Street also. This site will be at the high school, West Campus, baseball and softball facilities.

ACTION: Craig Bohning moved to approve; Franz Stein 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

5. Application # 12-12-25-D1 Certificate of Appropriateness; 11798 Green Chapel Road - Demolition

a. Application

Sean Staneart said this board has seen some of these requests before for the PD District, this is not unlike those other requests. Brian Hasson, Demolition and Maintenance Director with the Johnstown Land Company was present for the application. He said they just want to get them down, they recently acquired both of these within the last six months, they don't want them to be an eyesore and invite thieves or people hiding out, they would rather just clear the land and compact it back to match the surround area.

ACTION: Heather Green moved to approve Application 12-12-25-D2 COA for 11798 Green Chapel demolition; Andrew Hale seconded and the vote was as follows:

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

NOES: None

ABSTAIN: None

Passed 5 - 0

6. Application # 12-12-25-D2 Certificate of Appropriateness; 11850 Green Chapel Road - Demolition

a. Application

Same situation as previous application. No further discussion.

ACTION: Andrew Hale moved to approve Application 12-12-25-D2 ; Craig Bohning 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

1. Heather Green asked what the next steps were for the Design Guidelines Draft. Staff and board discussion on process for a recommendation to council. Direction to add to the next DRB agenda, Trevor Traphagen to resend the draft out for final review.

2. Heather Green said she saw that the work had begun on the old hardware store building.

8. Adjourn; Heather Green moved to adjourn Andrew Hale seconded, motion carried 5-0, meeting ended at 7:22 pm.



Design Review Board
Tuesday, January 27, 2026 - 5:00 PM
MINUTES

1. Call to Order/Roll Call

Present - Board Chair Heather Green, Andrew Hail, Franz Stein, Craig Bohning
Absent - Dustin Gerkin
Staff present - Sean Stanearth - City Manager, Teresa Monroe - Clerk of Council

Public present - None

2. Public Comment on items not on the agenda

No comments

3. Action on Minutes

ACTION: Heather Green moved to approve the November 25, 2025 and December 3, 2025 minutes en bloc; Andrew Hale seconded and all were in favor.

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

NOES: None

ABSTAIN: None

Passed 4 - 0

a. November 25, 2025

b. December 3, 2025

4. Design Guidelines draft review and recommendation to Council

a. Draft

Sean Stanearth said that Trevor (Planner) was not able to attend tonight however, he is able to attend next Tuesday's council meeting should this board decide to recommend approval. He said there are two parts to this, the modification of Chapter 1187 of the Codified Ordinance, and the Design Guidelines. Craig Bohning said it is his opinion that they have gone through this many times, don't let perfect be the enemy of good, he thinks they have a pretty good document, they should get it out there and they can figure out what any unintended consequences are and change if needed. Andrew Hale said he seconds that, it has been a year, and that would be his only concern, how easy will it be if they get to a point where they realize something in it is a mistake. Sean said if they get into a situation where they find something egregious, they can recommend modification to council and go through the amendment process.

ACTION: Heather Green moved to recommend approval of the Design Guidelines draft to council; 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

ACTION: Craig Bohning moved to recommend council pass an ordinance for the revisions to Chapter 1187 as presented; Franz Stein seconded and the vote was as follows:

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

Passed 4 - 0

Some discussion on the procedure for moving recommendations to council. Sean Stanearth said he would recommend passage of the Design Guidelines in tandem with the Chapter 1187 amendments, staff to coordinate timing.

5. Other Business

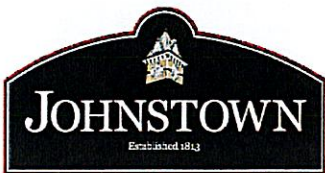
No further business.

6. Adjourn

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

Passed 4 - 0

The meeting ended at 5:39 pm.



CERTIFICATE OF APPROPRIATENESS: CHAPTER #1187

Application Number: 1-21-26 Date: 1, 21, 26

PAID

JAN 21 2026

FEES: Public Notice sign \$25

Base Fee: \$ 300

Total Fee Amount: \$ 300⁰⁰ Paid: Check # 3116 Cash: \$ _____

CITY OF JOHNSTOWN

(PLEASE PRINT)

1. Applicant: Brent Fetters Phone: (____) _____ - _____
2. Property Address: Trench St City: Johnstown State: OH Zip: 43031
3. Applicant's E-mail: _____
4. Business Owner's Name: Brent Fetters Phone: (____) _____ - _____
5. Contractor's Name: Trillum Farm Cnstrcn Phone: (____) _____ - _____
6. Principal Business Activity: Grain Storage thru 2025
7. Existing Use of Property: Grain Storage thru 2025
8. Square Footage of Proposed Building or Business: 7560 sq. ft.
9. Zoning District: LM Number of Off-Street Parking Spaces: _____
10. Estimated Cost of Improvements: \$ _____

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.)**

provide photos of existing

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. _____ 2. _____
- 3. _____ 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 Brent Fetter Date: 1 / 21 / 2026

OFFICE USE ONLY:

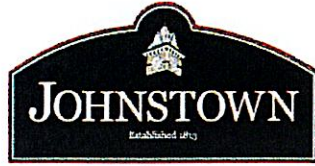
Date Received in Office: 1 / 21 / 26 By: [Signature]

Date of ~~Planning and Zoning Commission Meeting~~: DRB 2 / 10 / 26

Date Permit Approved or Denied by ~~Planning Commission~~: DRB / /

Conditions Necessary for Approval: _____

City Manager Signature: x _____



RESIDENTIAL OR COMMERCIAL DEMOLITION PERMIT APPLICATION

Application Number: PAID Date: / /

FEES:

JAN 21 2026

Single Family: \$700 per structure (owner shall be eligible to receive a \$500.00 refund following the Final Inspection to ensure lot space is restored to a green space in a timely manner.)

Non-Single Family: \$1,000 per structure (owner shall be eligible to receive a \$500.00 refund following the Final Inspection to ensure lot space is restored to a green space in a timely manner.)

Total Fee Amount: \$ 2,000.00 Paid: Check # 3116 / Cash: \$

- Applicant: Brent Fetters E-mail:
- Contractor: Trillion Farm - Croton Phone: () - -
- Property Address: Torch St Johnstown, Ohio
- Existing Use of Property: Garage Storage thru 2025 Square Footage: 7560
- Estimated Cost of Demolition: \$ See Attached Contract
- Proposed Use of Property After Demolition: To Be Determined
- Attach any requested, supplemental, or necessary documentation or information and proof of insurance.

*** The undersigned is applying for a Demolition Permit for the following use 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 regulations.

Applicant's Signature: Brent Fetters Date: 1 / 21 / 2026

Application will be made to the zoning office including the submission of Liability Insurance by the owner/contractor. Upon successful completion of the demolition, the owner shall be eligible to receive a \$500.00 refund following the Final Inspection to ensure lot space is restored to a green space in a timely manner.

OFFICE USE ONLY:

Date Received in Office: 1 / 21 / 26 By: JR

Date Permit Issued: / / By:

Date of Final Inspection: / / By:

Date of Refund if Applicable: / / By:



OHIO DEPARTMENT of AGRICULTURE

WAREHOUSE DIAGRAM

Primary Name and Location

JOHNSTOWN FEED MILL, INC. JOHNSTOWN, OH

Warehouse Location

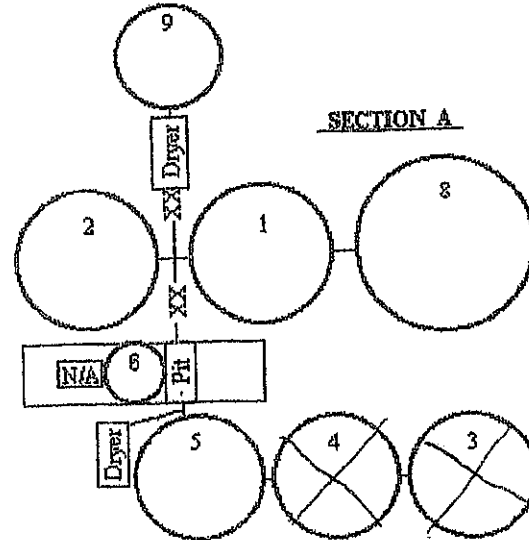
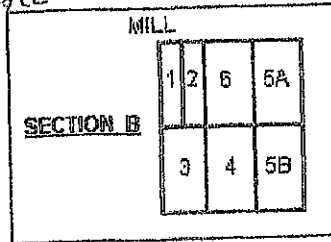
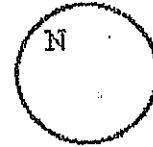
JOHNSTOWN, OHIO

Code No.

4501

BIN CAPACITY

- 1 - 20770 27ft DIAM 40ft TALL
- 2 - 20770 27ft DIAM 40ft TALL
- 5 - 5100 18ft DIAM 22ft TALL
- 6 - 1560 12ft DIAM 13.6ft TALL
- 8 - 31600 33ft DIAM 40ft TALL
- 9 - 3500 14.7 DIAM 21.6ft TALL



TRACK ST.

PRATT ST.

COLLEGE ST.

OFFICE

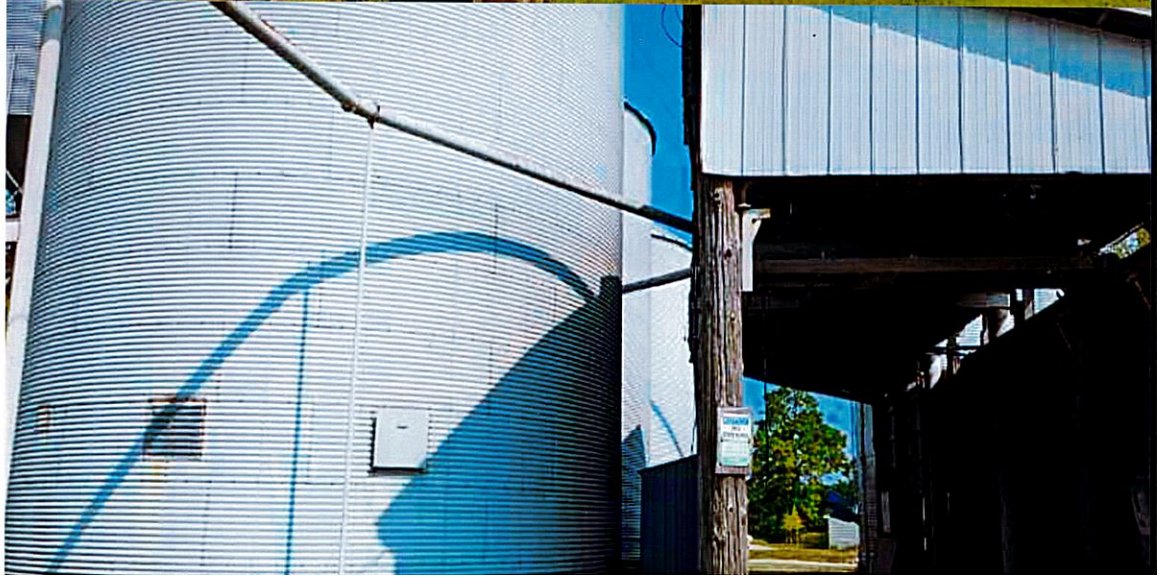
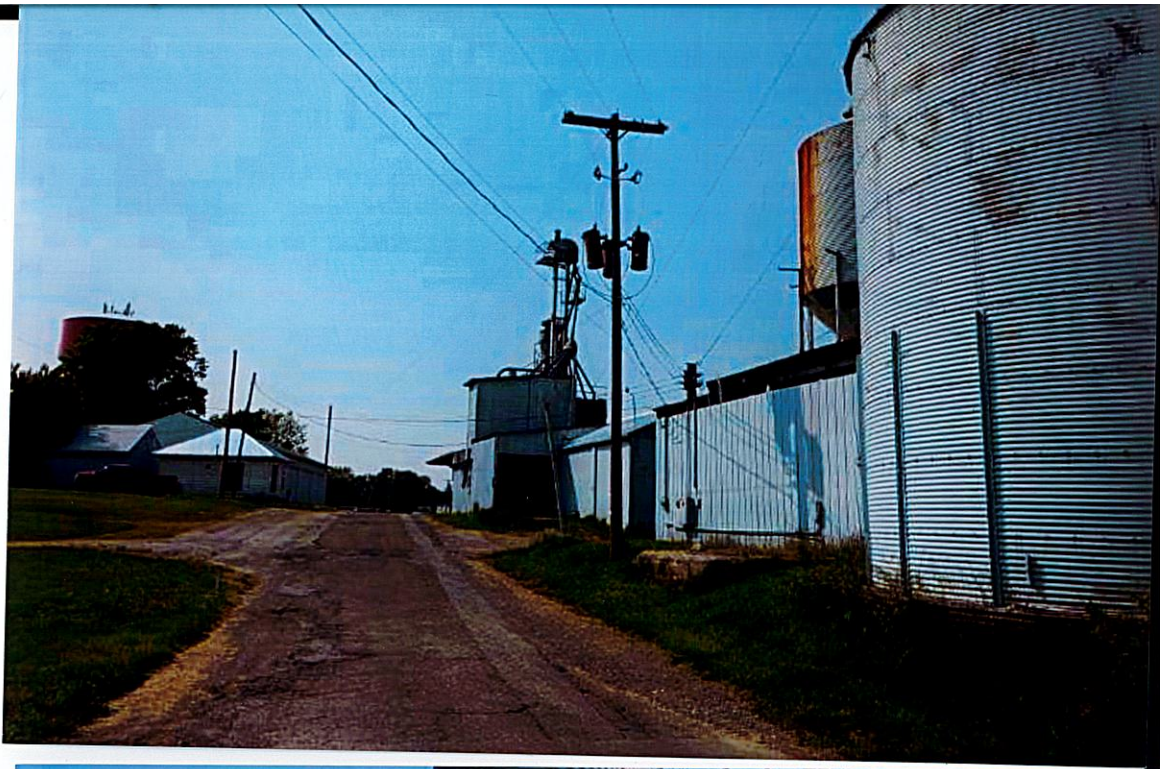
SCALES

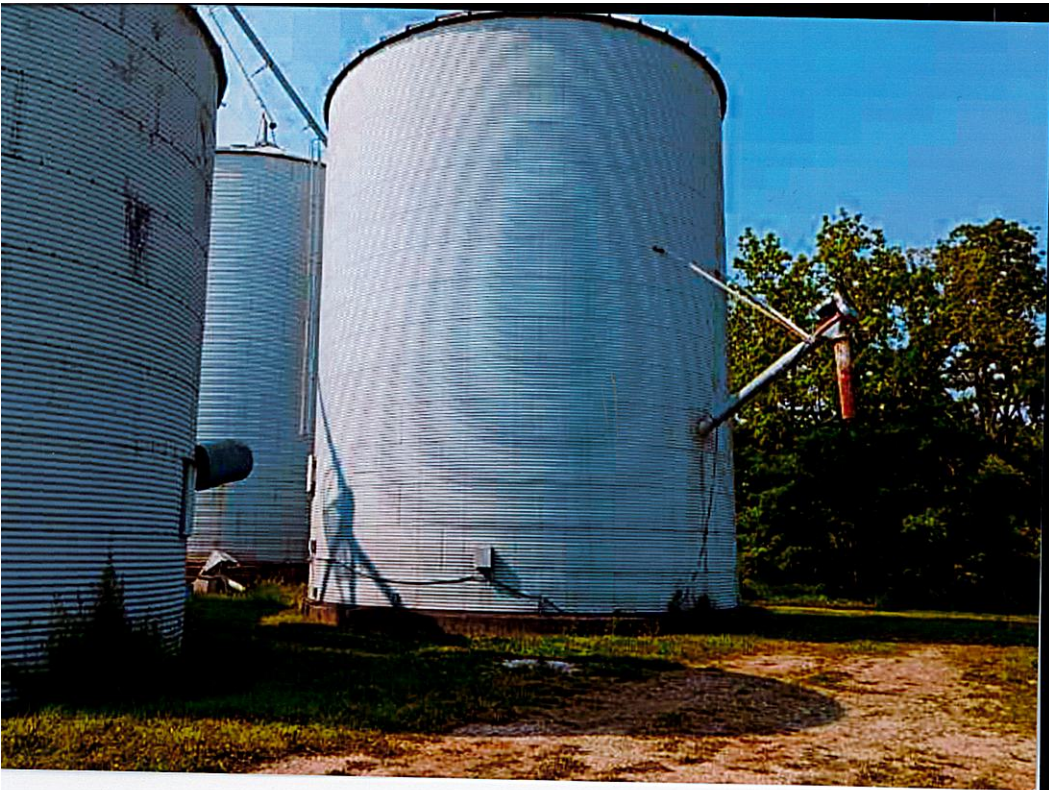
MINK ST.

S.R. 37

| Date | Examiner | Date | Examiner | Date | Examiner | Date | Examiner |
|----------|--------------|----------|--------------|------|----------|------|----------|
| 01/19/00 | HAROLD TENER | 03/12/02 | ADAM BOERGER | | | | |







PLANNING STAFF REPORT

CERTIFICATE OF APPROPRIATENESS DEMOLITION

INTRODUCTION

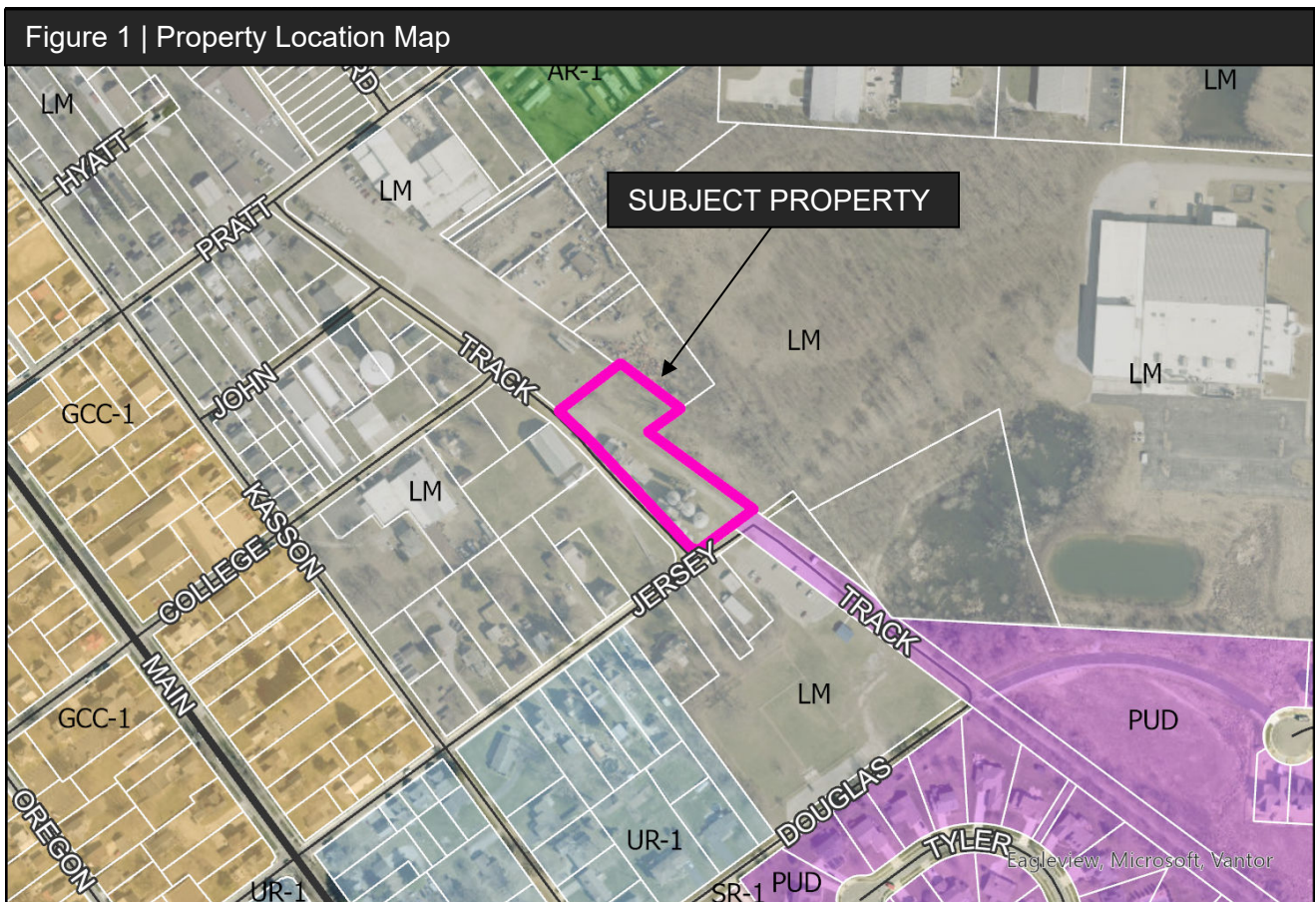
To: Design Review Board

Applicant: Brent Fetters

Request: Demolish the buildings and equipment on an existing site along Track Street.

Recommendation: Consider the application and recommend any additional comments based on the dialogue during the public hearing. See page 4 for a detailed recommendation.

PROPERTY LOCATION MAP



PROPERTY INFORMATION

| | | | |
|--|--------------------------|--------------------------------|-------------------|
| Property Location: | Track Street | Property Owner: | City of Johnstown |
| Comp Plan Land Use Designation: | Downtown | Overlay District: | No |
| Existing Zoning Designation: | Light Manufacturing (LM) | Design Review District: | Yes |

BACKGROUND INFORMATION

The applicant is requesting a Certificate of Appropriateness for the demolition of the former mill located along Track Street, between College Ave and Jersey St. Chapter 1187.09 of the City's Codified Ordinances establish criteria to be reviewed when demolition of a structure is proposed.

DEMOLITION OF STRUCTURES (CHAPTER 1187.09)

The City's Codified Ordinances establish multiple criteria that must be evaluated when considering a Certificate of Appropriateness for Demolition. Specifically, Chapter 1187.09 of the Codified Ordinances states: "Decisions approving or denying Certificates of Appropriateness for the demolition of structures will be guided by the following criteria, among other considerations." The specific conditions are noted below with the reviewer's comments following in *italicized* text.

- (a) The historic, architectural, or cultural significance of the structure.

Reviewer Comment: While the mill is a long-standing fixture of Johnstown, there are no adopted protections for this property related to any historic, architectural, or cultural items on the property. The site is essentially an assembly of equipment used for storage and distribution of grain and crops.

- (b) How the structure contributes to the identity of the district.

Reviewer comment: Based on the adopted Comprehensive Plan this site is within the Downtown land use district. The existing use and appearance of the site does not directly contribute to the characteristics typically included in a downtown area.

- (c) The feasibility of reproducing the structure due to characteristics unique to the building, including design, materials, architectural details, etc.

Reviewer Comment: The buildings on site are essentially pieces of equipment (grain silos, conveyance systems, covers for trucks/trains, and similar) formerly used to store and distribute grain and other crops. A similar arrangement of facilities could likely be reconstructed using similar equipment and materials if desired.

- (d) Whether the structure represents a specific example of period construction or is the one of the last remaining buildings from this period.

Reviewer Comment: As noted above, the site is essentially an assembly of equipment on the site. These types of structures are not generally considered historic as they are equipment and supporting covers to assist in the use of the site as a grain storage and distribution facility.

- (e) Plans for the reuse of the property and how these plans affect the character and identity of the surrounding district.

Reviewer Comment: No reuse plan was provided in the application. No additional information for property reuse were included in the application.

- (f) Whether the structure presents a clear danger to the health and safety of the public. This may include the possibility of unexpected collapse, existence and dissemination of pollutants, unauthorized use, etc.

Reviewer Comment: These concerns were not shared with the reviewer by Johnstown personnel. Based on the photos, the structures and equipment appear to be in reasonable condition but are not being actively maintained at the level typically expected of a property in the downtown area.

- (g) Whether there is clear evidence that alternatives to demolition have been explored.

Reviewer Comment: There is no clear evidence that alternatives to demolish were explored, but as the buildings/equipment on site do not lend themselves to reuse, demolition is likely the only option to prepare the site for future development/activity.

- (h) Whether there is benefit to the public to protect or demolish the structure based on the current or projected use of the property.

Reviewer Comment: There is no clear benefit to the public, other than the demolition of this site will preclude similar uses to occur within the downtown area. As no re-use plan was provided, the reviewer is unable to provide comment as to any benefit the community may see from this demolition.

- (i) Whether the structure has been altered to the extent that no historic or architectural relevance is present.

Reviewer Comment: This is not applicable to this request.

- (j) Is there a reuse plan? A new structure would need to have conformity with the surrounding architecture.

Reviewer Comment: No reuse plan was provided with this application. The future of the property is unknown based on the application.

- (k) Is it legitimately in poor enough structural condition as to warrant demolition and not "demolition by neglect"

Reviewer Comment: It does not appear the site has been completely neglected. The application states the site was used through 2025. The site is aging, based on the provided photos, but does not appear to be in a state of neglect.

- (l) Does the demolition negatively affect adjacent property owners?

Reviewer Comment: There are a mix of commercial and residential properties around this site. Nothing provided in the application create concern for the adjacent property owners.

- (m) The lot must be returned to turf and landscape, and anything posing a danger must be filled/remediated like basements/foundations/septic tanks/cisterns etc. The Design Review Board can also decide if they want to ensure that foundation slabs, driveways, walkways, fences, etc. are removed.

Reviewer Comment: Due to the lack of a reuse plan, a condition is recommended that will return the site to a level condition finished with grass / landscaping.

CONCLUSION

As noted in the narrative above, no reuse plan was included with the application. Other than that information that is missing, the reviewer did not find any other inconsistencies between the proposed demolition and the Codified Ordinances.

The reviewer is recommending the following condition be applied to this demolition:

1. Once demolition is complete, the site will be leveled and planted with grass or other landscaping acceptable to the Design Review Board.