



Design Review Board
Tuesday, April 28, 2026 - 5:30 PM
MINUTES

1. Call to Order/Roll Call

Board Chair Heather Green called the Design Review Board to order for Tuesday, April 28, 2026 at 5:30 pm.

Present - Board Chair Heather Green, Andrew Hail, Craig Bohning, Dustin Gerkin

Absent - Franz Stein

Staff present - Jeffrey Sheridan - Interim City Manager, Teresa Monroe - Clerk of Council

Public present - Bob Kessler, John Reed, Barb Watts, Phil Watts, Nick Cermok, Craig Goodwin, Jason Azdeh, Sam Slabaugh, Carter Bean

2. Public Comment on items not on the agenda

No comments

3. Approval of Minutes

a. April 14, 2026

ACTION: Heather Green moved to approve; Andrew Hale seconded and all were in favor

AYES: Heather Green, Andrew Hale, Craig Bohning, Dustin Gerkin

NOES: None

ABSTAIN: None

Passed 4 - 0

Motion to amend the agenda; to switch item number four, Application #3-17-26 with item number six, Application # 4-6-26. Moved by Heather Green, seconded by Craig Bohning. Motion carried 4-0.

6. Application # 4-6-26 Certificate of Appropriateness; 26 S Main St - Sign

a. Application & Staff Report

Bob Kessler with Kessler Sign was present. Board review of application and staff report. The window sign will need to be removed when the proposed projecting sign is installed. The sign proposed is for two businesses. Material sample provided by the applicant.

ACTION: Heather Green moved to approve; Andrew Hale seconded and the vote was as follows:

AYES: Heather Green, Craig Bohning, Dustin Gerkin, Andrew Hale

NOES: None

ABSTAIN: None

Passed 4 - 0

5. Application # 3-27-26 Certificate of Appropriateness; 11546 Johnstown Utica Rd - New Construction
Proposed multi-tenant retail

a. Application & Staff Report

Application for design of two new commercial retail buildings within the existing Kyber Run Shopping Center. Applicant was previously approved for a conditional use for a drive through on one of the proposed buildings. Board review of the application and proposed design and materials.

Staff report included with the packet: the conclusion given is that there are no inconsistencies between the proposed structures and city's adopted design guidelines. Applicant Carter Bean was present for review and discussion. Discussion on the proposed design and desired building materials, changes desired by the board were discussed. Applicant to send design options for review at the next meeting on May 12th.

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

Passed 4 - 0 TABLED

4. Application # 3-17-26 Certificate of Appropriateness; 11891 Johnstown Utica Rd - Granville Milling Drive Through

a. Application & Staff Report

John Reed, Barb Watts, Phil Watts and Nick Cermick were present for the application by Granville Milling. Applicant was previously approved for a conditional use for a drive-through. The applicant proposes to construct a 7,200 square foot standalone drive-through building as an expansion to the existing business, materials proposed to match the existing building. Staff report included in the packet, conclusion discusses recommendation to review materials proposed for exterior roof and walls, metal cladding is identified as undesirable in the adopted design guidelines. The existing Granville Milling building was constructed prior to the adoption of the design guidelines. Board members had no opposition to the proposed materials as they match the existing building and is preferred for consistency. Discussion on the fixed faux cedar barn door style, applicant agreeable to the style shown in the rendering. Sign design and size shown discussed, COA sign permit will still need to come before this board but a larger sign would be preferred. Exterior lighting fixtures discussed, preferred size and placement, applicant was asked to break up the space better, they will bring design with the sign application. Discussion on the garage doors being offset, applicant stated that they need the space for storage, there is no way to center them. Agreement by the applicant to install a man-door on the front to fill the offset space.

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

Passed 4 - 0

7. Other Business

No further business.

8. Adjourn

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

Passed 4 - 0

The meeting ended at 6:39 pm.