

**Design Review Board Meeting**  
**Thursday, March 26, 2009**  
**4:30 P.M.**  
**City Administration Building, 1<sup>st</sup> Floor Conference Room #15**

Attendees: (1) Jean Malone  
(2) Joe Molnar Melinda Fisher, Transcriber  
(3) Andy Tomlinson  
(4) Tammy Eallonardo See Attached List for Others.  
(5) Tom Castor  
(6) Bill Hirsch

Absent/Excused: Alan Hamburger

Joe Molnar, Chairman, opened the meeting at 4:35 P.M.

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**ITEM 1: ELECTION OF OFFICERS**

The table was opened for nominations for the position of Chairperson. Joe Molnar was nominated. Nominations were closed.

MOTION: Tom Castor  
SECOND: Jean Malone  
VOTING: 6-0, Motion Carried

**ACTION: JOE MOLNAR ELECTED CHAIRPERSON OF THE DRB FOR 2009**

The table was opened for nominations for the office of Vice Chairperson. Jean Malone nominated Andy Tomlinson. Bill Hirsch second the motion. Andy Tomlinson nominated Tammy Eallonardo. Tom Castor second the motion. Andy declined his nomination. Tammy accepted her nomination. Nominations were closed.

MOTION: Andy Tomlinson  
SECOND: Tom Castor  
VOTING: 6-0, Motion Carried

**ACTION: TAMMY EALLONARDO ELECTED VICE-CHAIRPERSON OF THE DRB**

The table was opened for nominations for the office of Secretary. Tom Castor was nominated. Nominations were closed.

MOTION: Jean Malone  
SECOND: Tammy Eallonardo  
VOTING: 6-0, Motion Carried

**ACTION: TOM CASTOR ELECTED SECRETARY OF THE DRB FOR 2009**

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**ITEM 2: FEBRUARY MINUTES (2/19/09)**

MOTION: Tammy Eallonardo  
SECOND: Jean Malone  
VOTING: 6-0, Motion Carried

**ACTION: MINUTES APPROVED**

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**ITEM 3: AUDIENCE PARTICIPATION**

The floor was opened for audience participation. Mike Secoy, Grant Consultant for the City of Chillicothe, notified the DRB that he had checked into having a “Doctor Clinic” for the DRB but the earliest they would be available is mid to late 2010.

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**ITEM 4: STEVE NEWMAN – 41 N. PAINT STREET - WINDOWS**

Steve Newman was present to explain and answer questions regarding this application. Second and third floor windows of this building are deteriorated and were covered with particle board and dark plexiglas by the previous owner. Mr. Newman is proposing to install solid white vinyl windows that would match neighboring businesses on both sides. He has selected Atrium Series 8500 Double Hung windows with no grids for this project. A written description of these windows was provided to the DRB at this meeting. A motion was made to approve the application with the stipulation that all nine windows, six on the front and three on the back of the building, are to be replaced at the same time with the same style of window.

MOTION: Tom Castor  
SECOND: Andy Tomlinson  
VOTING: 6-0, Motion Carried

**ACTION: CERTIFICATE OF APPROPRIATENESS ISSUED FOR WINDOWS**

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**ITEM 5: HERBERT FREIDMAN – 28 N. MULBERRY ST. – AWNINGS OR CANOPIES – EXTERIOR PAINTING**

Linda Brown was present to explain and answer questions regarding this application. She is purposing to paint this brick building Roycroft Copper Red which is from the DRB’s pre-approved Arts and Crafts color chart. This color closely matches the color of the existing brick. In addition she would like to finish off the building with a taupe colored canvas awning. The awning would be 165 inches

wide, 42 inches in height and project 42 inches. The clearance from the bottom of the awning to the sidewalk is over 7 feet. A sample patch of the awning and a picture of what the awning looks like was provided to DRB members. The taupe color closely matches the mortar of this brick building and also closely matches the color of the building next door. A motion was made to accept the application as presented on all four counts.

MOTION: Tom Castor  
SECOND: Andy Tomlinson  
VOTING: 6-0, Motion Carried

**ACTION: CERTIFICATE OF APPROPRIATENESS ISSUED FOR AWNINGS OR CANOPIES – EXTERIOR PAINTING**

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**ITEM 6: LINDA BROWN – 63-79 E. MAIN STREET – EXTERIOR PAINTING**

Linda Brown was present to explain and answer questions regarding this application. Linda is purposing to basically refresh this building by painting the doors the same Roycroft Copper Red as is being used on the previous building. The brick itself will not be painted. This will allow consistency among the two buildings. A motion was made to accept the application as presented on all four counts.

MOTION: Joe Molnar  
SECOND: Andy Tomlinson  
VOTING: 6-0, Motion Carried

**ACTION: CERTIFICATE OF APPROPRIATENESS ISSUED FOR EXTERIOR PAINT**

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**ITEM 7: SETH BROWN - 51- 53½ E. 2<sup>ND</sup> STREET – BUILDING WORK (ROOF)**

Seth Brown was present to explain and answer questions regarding this application. Seth is purposing to replace the old diamond shaped asbestos roof of this building with a black three-dimensional shingle roof that matches the roof over the porch. A roof sample was provided. Seth is also purposing to reline the recessed gutters which are leaking. A motion was made to accept the application as presented on all four counts.

MOTION: Andy Tomlinson  
SECOND: Jean Malone  
VOTING: 6-0, Motion Carried

**ACTION: CERTIFICATE OF APPROPRIATENESS ISSUED FOR A NEW ROOF**

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**ITEM 8:       STEPHEN A. BROWN – REAR OF 80 E. 2<sup>ND</sup> ST. – EXTERIOR PAINTING**

Steve Brown was present to explain and answer questions regarding this application. Mr. Brown purposes to repaint the existing white frame and white wood doors on this garage the same white color. There will be no painting of the brick. He is also purposing to put new white seamless gutters around the whole building. A motion was made to accept the application as presented on all four counts.

MOTION:     Joe Molnar  
SECOND:     Tom Castor  
VOTING:     6-0, Motion Carried

**ACTION:       CERTIFICATE OF APPROPRIATENESS ISSUED FOR EXTERIOR PAINT**

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**ITEM 9:       STEPHEN A. BROWN – 84-86 E. 2<sup>ND</sup> ST. – EXTERIOR PAINT & ROOF**

Steve Brown was present to explain and answer questions regarding this application. Mr. Brown is purposing to replace an existing black shingle roof with a new three-dimensional black shingle roof that matches roofs of nearby buildings. He will also be replacing gutters, etc. as needed. Mr. Brown is also purposing to repaint the trim on this building the same colors that exist now which is Downing Slate and Downing Sand from the DRB’s pre-approved Victorian color pallet. A motion was made to accept the application as presented on all four counts.

MOTION:     Tom Castor  
SECOND:     Jean Malone  
VOTING:     6-0, Motion Carried

**ACTION:       CERTIFICATE OF APPROPRIATENESS ISSUED FOR EXTERIOR PAINT & ROOF**

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**ITEM 10:      RON FIELDS – 69 W. 2<sup>ND</sup> ST. – ROOF**

Mike Secoy was present to explain and answer questions regarding this application. Mr. Fields is purposing to replace a damaged shingle roof with a new black, 30-year, three-dimensional roof. Guidelines for the CDBG monies require the roof be torn off and replaced if there is more than one existing layer of shingles. If there is only one layer of shingles then the new roof can be laid over top of the old roof. It was not known whether Mr. Fields is planning to install valley flashing or not. The existing roof does not have valley flashing. A motion was made to accept the application as presented. Mr. Molnar will inquire from Mr. Fields whether or not he plans to install valley flashing with the new roof, but DRB approval is not contingent upon whether he does or does not install valley flashing.

MOTION:     Tom Castor  
SECOND:     Andy Tomlinson

VOTING: 6-0, Motion Carried

**ACTION: CERTIFICATE OF APPROPRIATENESS ISSUED FOR A NEW ROOF**

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**OTHER BUSINESS:**

Chairman Molnar asked City Engineer Tom Day to attend this month's DRB meeting. Mr. Molnar asked Mr. Day if the DRB needed to draft a letter to Kelly Kight, Building Code Enforcer for the City, regarding windows and other building code violations that the DRB has concerns about or are these issues that Mr. Kight will address on his own. Mr. Day stated that he would have to talk with Mr. Kight regarding this before he could give the DRB an answer. Mr. Molnar stated that the DRB has no enforcement power over issues of concern and, therefore, it is up to the City Building Dept., the City Code Enforcer, or the Law Director to enforce these issues. Issues of concern mentioned by the DRB were windows in the Howson Building, the building next door to the SOMA business that has black boarded-up windows, the Warehouse Building has a window out on the 2<sup>nd</sup> floor, and the Arrow Title Agency that has a sign in their window that covers more than 25% of the window.

There was a discussion whether the DRB has authority over the size and coloring of a sign or lettering posted on the inside of a window located in a business in the Preservation District. The owner of one of the local sign companies stated that they were under the impression that the DRB did not have any authority over what businesses posted inside of their own business and that a sign permit was not required by the Building Dept. for signs posted on the inside of a building. Mr. Molnar stated that this is a wrong impression. There is a building code that states any sign posted inside of a window in the Preservation District can not cover more than 25% of the window surface. Mr. Molnar further stated that any signage by any business in the Preservation District whether placed inside a window or on the outside of the building should come before the DRB for approval.

Ms. Eallonardo brought up her concerns with the Security Engineering business on Water Street. The windows are covered by more than 25% and the sidewalk has been torn up for many months with no progress activity.

Board member Andy Tomlinson stated that he had discussed DRB color choices with Kevin Coleman of Intrepid Historical Services. They discussed possibly rather than having a basic pre-approved color pallet the DRB could approve each individual application on a case by case basis based on the period of the building. The majority of the Board did not agree. They feel that there must be a basic guideline or starting point to go by. The sign companies in attendance agreed that they need a point of reference in order to assist their customers with color choices.

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Having no more business to conduct Chairman Molnar asked for a motion to adjourn.

ITEM: Adjourn Meeting  
MOTION: Tammy Eallonardo  
SECOND: Jean Malone

VOTING: Unanimous Affirmation

**Meeting adjourned at 6:00 P.M.**

Next month's meeting is to be held on Thursday, April 16, 2009, at 4:30 p.m.

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Melinda Fisher  
Transcriber, Design Review Board