

**Design Review Board Meeting
Thursday, July 17, 2008
4:30 P.M.**

City Administration Building, 1st Floor Conference Room #15

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

Absent/Excused: Terry Leonard

Joe Molnar, Chairman, opened the meeting at 4:35 p.m.

ITEM 1: JUNE MINUTES (06/19/08)

MOTION: Tammy Eallonardo
SECOND: Jean Malone
VOTING: Unanimous Affirmation, Motion Carried

ACTION: MINUTES APPROVED

ITEM 2: AUDIENCE PARTICIPATION

The floor was opened for audience participation. No public comment was made by the audience.

ITEM 3: SHERRI RUTHERFORD – 95/97 W. MAIN ST. – FENCES

Sherri Rutherford was present to explain and answer questions regarding this application. Bethel Home Improvement is proposing to install approximately 50 ft. of pressure-treated lumber for a 6ft tall privacy fence across the east side of the parking lot. Joe Molnar stipulated that the wood fencing will need to be the same height and design as the existing neighbor's fence for aesthetic purposes. Andy Tomlinson made the motion to accept the application as presented on all four counts with the stipulations made by Mr. Molnar.

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

ACTION: CERTIFICATE OF APPROPRIATENESS ISSUED FOR FENCES

ITEM 4: HENRY MALONE – 94 W. SECOND ST. – FENCES

Jean Malone was present to explain and answer questions regarding this application. Jean is proposing to put up a white 6 ft. tall vinyl privacy fence which will stretch 16 ft. across the back of this property along the blacktop parking lot. Joe Molnar made the motion to approve the application on all four counts as presented to the board.

MOTION: Joe Molnar
SECOND: Tom Castor
VOTING: 5-0-1 Motion Carried (Jean Malone Abstained)

ACTION: CERTIFICATE OF APPROPRIATENESS ISSUED FOR FENCES

ITEM 5: TOM DAY – PARKING LOT AT CORNER OF PAINT & 4TH STS. – EXTERIOR ARCHITECTURAL FEATURES – LANDSCAPING- FENCES - PARKING LOT PAVING

Tom Day was present to explain and answer questions regarding this application on behalf of the City of Chillicothe. The city administration wants to improve the looks of this municipal parking lot in conjunction with the Downtown Revitalization Plan and the Hyett Palma Study. Plans are to build duplicate brick columns and put up the same aluminum black fencing that is currently in place at the City Park entrance on Water Street. The only difference is that the brick column will not include the stone pedestals. The fence will be installed along both Paint and Fourth Sts. and along the adjoining property on the west side of this lot. There will also be plantings along the base of the fence as seen along the city park fencing. The curb cut entrances from Paint St. onto this lot will be eliminated which will create additional parking spaces on Paint St. The entrance and exit to this lot will both be located on 4th St. Parking spaces on the lot itself will be reduced by four spaces. The parking lot will be completely resurfaced with asphalt and new bumper blocks and meter posts will be installed. The work to be done on this parking lot is part of the City's 2008 Street & Alley Program. The goal is to eventually achieve a uniform look for all four public parking lots located in the downtown area. Joe Molnar motioned to approve on all four counts.

MOTION: Joe Molnar
SECOND: Jean Malone
VOTING: 6-0, Motion Carried

ACTION: CERTIFICATE OF APPROPRIATENESS ISSUED FOR ARCHITECTURAL FEATURES – LANDSCAPING – FENCE – PARKING LOT PAVING

ITEM 6: CYNDI NEWMAN – 91 N. PAINT ST. – AWNINGS OR CANOPIES – EXTERIOR PAINTING – SIGNAGE

No one was present to explain or answer questions regarding this application, therefore, the board tabled the application for next month's DRB meeting.

ITEM 7: ROB COLLINS – 30 EAST MAIN ST. – EXTERIOR ARCHITECTURAL FEATURES – LANDSCAPING – FENCES

Rob Collins, owner of Elite Fence & Deck was present to explain and answer questions regarding this application. Mr. Collins is purposing to build a playground for Bev Yoakum, owner of Academy for Early Learning Center to the east side of the building. Ms. Yoakum leases this property from Horizon who has agreed to the building of this play area on their property. The area to be designed is 95 ft. long by 21 ft. wide. The playground is to be an outdoor learning area and nature trail with a 4 ft. wide bike path in it for the children. A 32 inch tall, 18 inch wide, concrete retaining wall will be built around this play area. A 4 ft. tall black fence resembling rod iron will be built on top of the retaining wall. The retaining wall will be anchored into the ground for the protection of the children. Planters will be placed on the top of the retaining wall. The outside of the retaining wall will be covered with half stones. There will be one 4 ft. wide gate at the rear of the playground near the alley and one 8 ft. wide gate/archway at the front of the playground near the main entrance to the academy. The ground surface of the playground area is to be built up 12 inches and "fibar", an engineered wood fiber, will be used as ground cover. Drainage tile will be installed throughout the play area. Equipment to be installed is a color wheel, a water table, sand tables, large drums, an art easel and a pizza garden. There will also be grass, tress, planters, flowers, and bushes planted in the play area. A 5 ft by 7 ft playhouse with a play gas pump will be erected and can be used for storage of bicycles. Joe Molnar made the motion to approve the application on all four counts with the stipulation that brick be used instead of stone on the outside of the retaining wall. The brick choice and black fencing product are to be approved by two DRB members within the next 10 days.

MOTION: Joe Molnar
SECOND: Larry White
VOTING: 6-0, Motion Carried

ACTION: CERTIFICATE OF APPROPRIATENESS ISSUED FOR EXTERIOR ARCHITECTURAL FEATURES – LANDSCAPING - FENCES

ITEM 8: BILL CYRUS – 35 N. PAINT ST. – SIGNAGE

Lisa Fox, owner of The Mona Lisa Café, was present to explain and answer questions regarding this application. The DRB had requested that the "33" sign that hangs above the Mona Lisa Café, that was not approved by DRB, be removed or replaced with an approved sign. Owner's of the building, Max O'Dell and Cam Shipley, had installed the "33" sign. Ms. Fox is purposing to have All Signs make a new sign with the restaurant's name and logo picture on it. All Signs said that they would use something sturdier than the vinyl sign that is currently there. All Signs is familiar with the DRB's pre-approved color pallet and will use corresponding colors from these charts.

The name “Mona Lisa Café” will be an approved red color with the lady’s portrait being black with possibly an accent color. The background color will be a cream color. The DRB suggested that maybe the sign could be framed out and the edges rounded off to make a softer aesthetic appearance. Ms. Fox is going to contact All Signs to find out what type of material the new sign will be made of and discuss changing the shape of the sign with them. After obtaining this information Ms. Fox will contact Chairman Joe Molnar and he and two other DRB members will approve the final details of the new sign. Tom Castor made the motion to approve the application on all four counts with the stipulation that Ms. Fox receive final approval from Chairman Joe Molnar and two other DRB members before having the sign installed.

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

OTHER BUSINESS

The DRB discussed different properties downtown that may have building code violations such as 59 W. 2nd St. - soffit is falling down, 63 W. 2nd St. – soffit is falling down, 49 N. Paint St. (Page News) - black façade front is coming off and has been replaced with plywood, SOMA Bldg. or the one next to it – has plywood in the windows, and Renicks on Paint St. - windows out on the second floor that are not boarded up. Joe Molnar will contact Kelly Kight regarding these issues.

Joe Molnar shared information with DRB members regarding flower pots that are going to be put up in downtown Chillicothe as a part of the Downtown Revitalization Program. The brackets are going to be donated and the City is responsible for the planters and for maintaining the content of the planters. Forty pairs of planters will be installed along Main and Paint Sts. downtown.

Having no further business to conduct, Joe Molnar, Chairman, asked for a motion to adjourn.

ITEM: Adjourn Meeting
MOTION: Tom Castor
SECOND: Andy Tomlinson
VOTING: Unanimous Affirmation

Meeting adjourned at 5:45 P.M.

Next month’s meeting is to be held on Thursday, August 21, 2008, at 4:30 p.m.

Melinda Fisher, Transcriptionist
Mayor’s Office Manager