

**Design Review Board Meeting  
Thursday, October 16, 2008  
4:30 P.M.**

**City Administration Building, 1<sup>st</sup> Floor Conference Room #15**

Attendees: (1) Jean Malone  
(2) Terry Leonard Melinda Fisher, Transcriber  
(3) Andy Tomlinson  
(4) Tammy Eallonardo See Attached List for Others  
(5) Joe Molnar

Absent/Excused: Larry White, Tom Castor

Tammy Eallonardo, Vice-Chairman, opened the meeting at 4:35 P.M.

---

**ITEM 1: SEPTEMBER MINUTES (9/18/08)**

MOTION: Jean Malone  
SECOND: Andy Tomlinson  
VOTING: 4-0, Motion Carried, Unanimous Affirmation

**ACTION: MINUTES APPROVED**

---

**ITEM 2: AUDIENCE PARTICIPATION**

The floor was opened for audience participation. No comments were made by the audience.

---

**ITEM 3: STEVE NEWMAN – 41 N. PAINT STREET – EXTERIOR ARCHITECTURAL FEATURES**

Steve Newman was present to explain and answer questions regarding this application. Mr. Newman owns the three-story brick building located at this address. The back of this building which is not visible from the street is deteriorating. Mr. Newman is seeking permission to seal the back of this building using the “Stow” process which consists of mortar over styrofoam. This is the same EIFS system DRB Chairman Joe Molnar used on two buildings that are located in the Downtown Preservation District. When Mr. Newman purchased this building in 2000 the severely deteriorated windows on the 2<sup>nd</sup> & 3<sup>rd</sup> floors of the front of this building were covered with a black Plexiglas. The windows in the back of the building are currently covered with some type of a substrate. Mr. Newman has submitted an application applying for downtown grant revitalization money to pay for having the back of this building sealed and also to have the windows replaced which he hopes to do some time next spring. A motion was made to approve the application on all four counts as submitted.

MOTION: Terry Leonard

SECOND: Jean Malone  
VOTING: 4-0, Motion Carried

**ACTION: CERTIFICATE OF APPROPRIATENESS ISSUED FOR EXTERIOR ARCHITECTURAL FEATURES**

---

**ITEM 4: LARISSA EDMISTEN – 51 E. 2ND STREET – SIGNAGE**

Shaun Edmisten was present to explain and answer questions regarding this application. Mr. Edmisten is seeking approval of placing a sign on the west side of the steps leading up to this building. The sign would be the same dimensions as the previously approved “United Way” sign which is hung on the east side of the steps. The new sign will hang from the same type of bracket that the “United Way” sign is hung from and will be made of some type of metal. All Signs is making this sign and assisted Mr. Edmisten with selecting appropriate pre-approved colors for this sign. The sign has an off-white/grayish colored background with burgundy/brown lettering. A motion was made to approve the application on all four counts as presented.

MOTION: Andy Tomlinson  
SECOND: Jean Malone  
VOTING: 4-0, Motion Carried

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

---

**ITEM 5: PETER GAYER – 84 E. 2<sup>ND</sup> STREET – SIGNAGE**

No one was present to explain and answer questions regarding this application. This application was tabled by the Board and will be brought forward to the November DRB meeting.

**ACTION: APPLICATION TABLED**

---

**ITEM 6: PAM BALLARD – 59 E. WATER ST. – EXTERIOR ARCHITECTURAL FEATURES – EXTERIOR PAINTING – WINDOWS OR DOORS – SOFFIT & TRIM – LIGHTING**

Pam and Ed Ballard were present to answer questions regarding this application. The Ballard’s would like to restore this building to match it’s original period style as closely as possible which is believed to be a Virginia Cottage. The building will be used for commercial business. The shutters are to be removed as they do not match the period of the house. At a later date they would like to add shutters that are better matched to the period of the home. The exterior wood trim is to be painted “Hammered Silver” which is from DRB’s pre-approved color chart. The front door is to be painted either Roycroft Copper Red or Roycroft Mist Gray which are also from the same pre-approved color chart. Next spring they hope to do some landscaping and paint the roof black as this was the period color for roofs at that

time. The shutters will match the color of the roof. The windows are original to the house and will be saved. The windows will be scraped, re-glazed, and replaced. The two lights on either side of the front door will be replaced with two lantern-styled light fixtures that are more period-styled to the home. The lanterns which will hang from brackets are round and have a black rod-iron caged finish on them. A motion was made to approve the application on all four counts as presented.

MOTION: Joe Molnar  
SECOND: Jean Malone  
VOTING: 5-0, Motion Carried

**ACTION: CERTIFICATE OF APPROPRIATENESS ISSUED FOR EXTERIOR ARCHITECTURAL FEATURES – EXTERIOR PAINTING – WINDOWS OR DOORS – SOFFIT & TRIM - LIGHTING**

---

## **OTHER BUSINESS**

- Jean Malone stated that she had received complaints about broken glass and boarded-up windows on the south side of Renick’s Family Restaurant facing Fourth St. Renick’s address is 47 S. Paint St. Chairman Molnar stated that he will add this address to the list he is providing to Kelly Kight, Building Code Enforcer, to be checked for building code violations. Tammy Eallonardo stated that 74 W. Water St., “Simply Unique”, is doing some type of construction that has not been approved by the DRB and that Security Engineering of 54 W. Water St. has put up partitions inside the building that give the appearance of boarded-up windows. These addresses will also be added to the list to be checked by the Building Code Enforcer. Andy Tomlinson stated that the building owned by Bob Chemas located next to the Fire Dept. on Water St. that previously housed the Burger King corporate offices have some unapproved signs in the windows. Chairman Molnar stated that he had talked with Law Director Toni Eddy about window building code violations and she stated that Kelly Kight, Building Code Enforcer, should be sending out letters regarding these violations rather than her office sending the letters.
  - Chairman Joe Molnar stated that he is still working on the letter to be sent to all residential and commercial property owners in the Downtown Preservation District regarding the DRB. The City Engineer’s Office is helping to provide addresses for this mailing.
  - Kevin Coleman inquired if the DRB had found out if the City Building Department can rightfully decide to demolish a building without DRB approval. Mr. Molnar stated that the DRB is still waiting on a response to that question from the Law Director’s Office.
- 

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

MOTION: Terry Leonard

---

SECOND: Tammy Eallonardo  
VOTING: Unanimous Affirmation

---

**Meeting adjourned at 5:15 P.M.**

Next month's meeting is to be held on Thursday, November 20, 2008, at 4:30 p.m.

---

Melinda Fisher  
Transcriber, Design Review Board