

**CITY OF SPRINGBORO, Ohio ARCHITECTURAL REVIEW BOARD
Meeting Minutes –March 11, 2019**

Call to Order

The March 11, 2019 meeting of the Springboro Architectural Review Board (ARB) was called to order at 6:02 p.m. by Vice Chair Bill Haggerty at SPARC and Go, 320 South Main Street in the Historic District.

Those Present

Vice Chair Bill Haggerty, Janie Ridd, Gale Graham, Stephane Berger-Lauson, and Tricia Price were present. Mr. Leedy and Ms. Lewis were not in attendance. City Liaison Dan Boron was also present.

Approval of Minutes

There were not enough members for a quorum to approve the February 11, 2019 meeting minutes, so that approval will take place at a future meeting.

Hearing of Applications for Certificate of Substantial Compliance, Town Center Overlay District Design Guidelines

No cases this meeting.

Hearing of Applications for Certificate of Appropriateness (COA), Historic Preservation District Design/Protected Properties Design Standards

250 South Main Street, projecting sign. This agenda item is based on a Certificate of Appropriateness request submitted by Jaclyn Cotton, business owner, seeking approval to install a 4.5-square foot projecting sign at 250 South Main Street in the Historic District. The business and its sign will be situated on the west front elevation facing South Main Street. As indicated in the submitted materials, the sign will advertise her business, Jaclyn Cotton Photography. The proposed sign design and location are included in the meeting materials.

City staff requests that the Architectural Review Board place the following conditions on any approval of this Certificate of Appropriateness:

- 1. Projecting sign to meet the maximum height permitted by code and the minimum distance above the sidewalk required by code.*
- 2. Applicant to contact the Architectural Review Board Staff liaison (937-748-6183) to schedule an inspection when the sign is installed.*
- 3. Certificate of Appropriateness approval expires after six months.*

The property at 250 South Main Street (Joseph Stanton house) is a contributing structure/site to the Downtown Historic Preservation District. Pages 89-90 (Signs) from the Historic Design Standards are applicable and are included in the meeting materials. Site photography is included in the applicant's information.

Jaclyn Cotton, applicant, was present this evening to discuss the project and answer questions. She presented a picture of the proposed sign that would be 18 by 36 inches with a black outline. She added that it would be hung on an existing bracket.

Mr. Haggerty said that the sign has been approved by the City so it must meet the size guidelines. He said his only concern was the height, and wanted to make sure that it would be high enough.

Mr. Boron said that the sign has been approved by the zoning inspector in compliance with the sign code. He added that Ms. Cotton also has a certificate of zoning compliance for the business, which will be opening next month.

Ms. Ridd made a motion, seconded by Ms. Berger-Lauson, to approve the projecting sign at 250 South Main Street, subject to compliance with the City staff comments. (5 yes; 0 no; 0 abstain; motion carries unanimously).

250 South Main Street, projecting sign. *This agenda item is based on a Certificate of Appropriateness request submitted by Tori Neace, business owner, seeking approval to install a 4.5-square foot projecting sign at 250 South Main Street in the Historic District. The business and its sign will be situated on the south front elevation facing East State Street. As indicated in the submitted materials, the sign will advertise her business, Tori Nicole salon. The proposed sign design and location are included in the meeting materials.*

City staff requests that the Architectural Review Board place the following conditions on any approval of this Certificate of Appropriateness:

- 1. Projecting sign to meet the maximum height permitted by code and the minimum distance above the sidewalk required by code.*
- 2. Applicant to contact the Architectural Review Board Staff liaison (937-748-6183) to schedule an inspection when the sign is installed.*
- 3. Certificate of Appropriateness approval expires after six months.*

The property at 250 South Main Street (Joseph Stanton house) is a contributing structure/site to the Downtown Historic Preservation District. Pages 89-90 (Signs) from the Historic Design Standards are applicable and are included in the meeting materials. Site photography is included in the applicant's information.

Tyler and Tori Neace, applicants, were present this evening to answer questions and discuss the project. Ms. Neace said that the business would be a beauty salon.

Mr. Boron said that he did receive sign application information just before the deadline. He added that Ms. Neace has a certificate of zoning compliance, and the zoning inspector has approved the sign per the sign code.

Mr. Haggerty said that sign had been approved height wise, and it would be a completely new installation on the side of the building.

Mr. Boron said, yes. He said that they need to work with the zoning inspector to make sure it meets the minimum distance above the sidewalk, and the maximum height of eleven feet. He said they just need to make sure it meets our sign code provisions to meet the height window that it needs to fall into.

Mr. Haggerty said that it would match and be similar in style to the sign in the front.

Mr. Boron said that this sign is under the conditions that we normally put for signs, which is meeting the maximum height permitted by code and the minimum clearance above the sidewalk. He added that the certificate of appropriateness expires in six months.

Ms. Ridd made a motion, seconded by Ms. Berger-Lauson, to approve the projecting sign at 250 South Main Street, subject to compliance with the City staff comments. (5 yes; 0 no; 0 abstain; motion carries unanimously).

Other Business

Mr. Boron gave a report on the Historic Preservation awards program for 2019. He planned to issue a press release regarding the Historic Preservation Awards Program to go out on Friday, and it would be released to local news outlets, Dayton Daily News, and the City website. He said that he would make a commitment to contact previous winners who could potentially help identify candidates for the program. He said he hoped to have all applications submitted before the next ARB meeting, and have everything ready for discussion at the next meeting. He said that up to three awards are presented, and he is hoping for the presentation of winners at the May 2 Council meeting in conjunction with preservation month in May. He said there were two award winners last year. There was discussion among members regarding potential properties and owners that could be considered. Mr. Boron said that he would coordinate with previous winners, and there may be someone who hasn't been recognized that has done work over a long period of time. He said that they don't have to do the awards, but it is good recognition and promotes historic preservation. Ms. Ridd said that she would make an announcement at the City Council meeting. Mr. Boron added that winners are awarded a plaque, and a unique ceramic piece that is made by Mr. Haggerty.

Mr. Boron gave a brief summary regarding the Historic Preservation Grant Program which has ran for the last two years. He said that there are still two grants out from 2018 that they are looking to resolve. He said they are looking at the same program for this coming year, and they did get requests for painting or DIY projects, so they may look at that. He said it would be an addition to the program for major projects like window repair or roofs, and then secondary for smaller DIY projects.

Mr. Boron said that he has had a lot of interaction with the Historical Society, and noted that the plaque got put back up. He said he would be meeting with the folks from the Historical Society to start work on the Null log home. He said that Helen Sproat passed away last year, and a lot of the routine that runs through the Null log home regarding contacts and maintenance needs to be discussed with the new leadership.

Guest Comments

There were none.

Adjourn

Mr. Haggerty asked for a motion to adjourn. A motion to adjourn was made by Ms. Ridd, seconded by Ms. Berger-Lauson. (5 yes; 0 no; motion carries unanimously). The meeting adjourned at 6:29 p.m.

Upcoming ARB Meeting Schedule

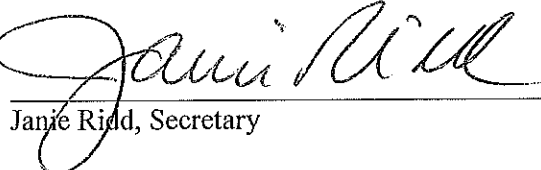
Monday, April 8, 2019, 6:00 p.m., 320 South Main Street in the Historic District

*Thursday, May 2, 2019, Preservation Awards Ceremony @ City Council Meeting @ 7:00 p.m.,
Council Chambers, City Building, 320 West Central Avenue*

Monday, May 13, 2019, 6:00 p.m., 320 South Main Street in the Historic District

Monday, June 10, 2019, 6:00 p.m., 320 South Main Street in the Historic District

Matthew Leedy, Chair



Janie Ridd, Secretary