

**CITY OF CIRCLEVILLE
HISTORIC DISTRICT REVIEW BOARD
104 EAST FRANKLIN STREET
CIRCLEVILLE, OH 43113
(740) 477-8224**

Wednesday, May 18, 2016
City Administration Conference Room

MEETING MINUTES

Members Present: Marilyn Delong, Alice Massie, Paul Johnson, Tony Jankiewicz, Barry Boyer and Clerk Valerie Goeller.

Visitors Present: Keith Dumm and Michelle Modrzynski.

Chairman Barry Boyer called the meeting to order 9:10 a.m. and declared a quorum was present.

The first item on the agenda was approval of the March 2016 Meeting Minutes.

Paul Johnson motioned to approve the March 2016 Meeting Minutes, seconded by Tony Jankiewicz. All in favor, motion carried.

The next item on the agenda was Certificate of Appropriateness #2-16, as requested by Michelle Modrzynski, Chelle's Salon & Spa, 101 West Main Street, to erect two 8' x 3' metal awning signs and one 5' x 5' window sign.

Michelle Modrzynski explained these are the same sign she had at her other location.

Valerie Goeller explained anytime a sign is erected regardless if it was an approved sign at a separate location it still requires going through the permitting process.

Members agreed that the signs that are already up looked nice.

Marilyn Delong motioned to approve COA #2-16, seconded by Alice Massie. All in favor, motion carried.

Keith Dumm thanked the board for approving his daughters request and then expressed his dissatisfaction with the lack of code enforcement and the permitting process. It doesn't seem fair that the people in the downtown who get their permits have to pay too high of permit fees when other people chose not to get permits and the city does nothing about it.

Valerie Goeller explained the lack of enforcement doesn't just exist in the downtown, but also throughout the city. City Council has agreed to fund a part-time position next year for code enforcement. This is not only for zoning enforcement, but also property nuisance.

The Board Members agreed that the sign fee schedule was too high and should be looked at. The members discussed it should be one flat fee regardless of sign size. Barry Boyer agreed to write City Council a letter requesting they consider reducing the sign permit fees.

Valerie Goeller stated when considering fees a random cost is not assigned. A lot of time goes into researching permit fees of what surrounding communities and communities of like size are charging for their permit fees. The City of Circleville is still on the low side of what other communities charge. Permit fees are paid into the general fund and helps pay employee wages.

Marilyn Delong motioned to adjourn, seconded by Paul Johnson. All in favor, motion carried.