

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

**November 8, 2021
CITY ADMINISTRATION ~ CONFERENCE ROOM**

MEETING MINUTES

Members Present: Richard Verito – Chairperson, Mike Combs, Zach Miller, James Stanley, Richard Rhoads and Clerk – Brenda Short. Jessica Calder and Zach Miller were absent.

Mr. Verito called the meeting to order at 5:37 p.m.

Mike Combs made a motion to approve the minutes from the October 2021 meeting and Jim Stanley seconded the motion. All in favor. Minutes were approved.

The first item on the agenda is **Certificate of Appropriateness #6-21**, as requested by Carly Smith, for a 5.0625 square foot sign, located at Anything Goes LLC, 109 E. Main St., Circleville, OH 43113, in Downtown Business District (DB) within Historic District Overlay (HD).

Carly Smith stated the sign that was included in the packet is placed above the center door. She stated the sign is already up. She put it up before Pumpkin Show to draw in customers. She explained she has overhead and children to raise and needed to get started.

Jim Stanley commented the sign is wooded and painted and fits the Historic District.

When asked if that was the only sign, Mrs. Smith stated there are other small signs and some window signs.

Jim Stanley explained that all signage needed to be included with the application.

Brenda Short gave the applicant a new sign permit and asked her to complete and provide pictures of all of the signs and their dimensions and return the application as soon as possible.

Richie Verito stated if she could return the information this week, the committee could meet next Monday to hear the application.

Jim Stanley made a motion to table the item until all required information is submitted with an updated application. Richard Rhoads seconded the motion.

Richard Verito Yea; Jim Stanley Yea; Mike Combs Yea; Richard Rhoades Yea.

4 Yeas 0 Nays

Motion carried.

Jim Stanley made a motion to adjourn. Mike Combs seconded. All in favor. Meeting was adjourned at 5:50 p.m.

Submitted by Brenda Short - Clerk

DRAFT