

**CITY OF CIRCLEVILLE
HISTORIC DISTRICT REVIEW BOARD
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**October 10, 2022
CITY HALL ~ COUNCIL CHAMBERS**

MEETING MINUTES

Members Present: Richard Verito; Chairman, Richard Rhoades; Board Member: Paul Johnson; Board Member: Mike Combs; Board Member: and Clerk – Tami Robison.

Richard Verito; Chairman: Hi, my name is Richie Verito, I am the chairperson of the Historical District Review Board. The time is 5:30 on Monday October 10th and I will now open the meeting. May I please have a roll call Tami. Roll call was done. Jessica Calder was absent and excused. We have a quorum; all members have received a copy of tonight's agenda. If there's any conflicts with the agenda, please excuse yourself. Does anybody have any conflicts?

Paul Johnson; Board Member: I have a conflict of interest on Certificate of Appropriateness #13-22 as I am the property owner.

Richard Verito; Chairman: did everyone get a copy of the last meeting minutes? Has everyone reviewed the minutes? If everyone has reviewed them or if not, we can table them until the next meeting, or someone can make a motion. Richard Rhoades; Board Member: made a motion to approve the minutes. Paul Johnson; Board Member: pointed out a correction on page 2 of the minutes. Tami can do a little research to see what I exactly said. I have a motion to accept the minutes as is, with the exception of the correction on page 2. Richard Rhoades; Board Member: withdrew the motion and the minutes are tabled until the next meeting for corrections to be made. All in favor, aye, all opposed same sign. If anybody from the public wishes to speak on tonight's agenda we will give you 3 minutes to do so once the applicant has finished presenting. When it's your time, please come to the podium, state your name and address before starting. Tami will alert you when your time is up. Everyone willing to speak will be sworn in. First thing on the agenda is COA #12-22 requested by Pamela Seeds-Kerns located at 122 S. Court Street, Circleville for a sign located at 122 S. Court Street, Circleville, in the Historic District Overlay (DB). The COA is to erect the sign at the business, and we have a picture of the sign and a picture of the front of the business where you will erect the sign, you have the floor

Pamela Seeds-Kerns: the sign is at the old Tuscan Table building. I already had a sign made and did not realize I had to come get approval first. I was not aware or did not know that I fell under the Historic District boundaries, so I am trying to do everything properly. I have been in business for around 18 to 20 years and I think that is respectful. There is a big round place where the Tuscan Table put their sign, so I

had to make my sign big enough to cover that spot on the building, and the logo is mine that I have had for years. I am asking you to consider it.

Richard Verito; Chairman: does anyone have any questions for the applicant or for Hannah pertaining to signs, sizes or colors in the downtown historical district

Paul Johnson; Board Member: and this does fall within the size requirements or size limitations does it not?

Hanna Wynne; Zoning Officer; I have not checked the size yet. I have not gotten the sign permit yet. Do you know what the dimensions are?

Richard Verito; Chairman: I have your paperwork right here, do you have the size of 72 in. by 48 in. which would be 6ft x 4ft., which will be 24 sq. ft.

Hanna Wynne: it will be based off of the frontage of the building, unless you have the width of the building. I can check that for you now

Richard Verito; Chairman: does that hold us up from reviewing this COA

Hannah Wynne; Zoning Officer: you can review it as is, just for the size, when it comes to the sign permit, I would have to check into that, but if you want to approved it you could make a condition for it to change in size if it needs to when the sign permit comes in it which will need to meet the zoning code requirements

Richard Verito; Chairman: where does it stand with color?

Hannah Wynne; Zoning Officer: in the historic district you all have a say over building materials and color. Do you have any input on that?

Paul Johnson; Board Member: Pam, did you say you already had the sign made?

Pamela Seeds-Kerns; Visitor: yes, I did not realize the things that I was supposed to do, but I will do what you guys want me to do. I just want to do it the right way.

Paul Johnson; Board Member: is it red?

Pamela Seeds-Kerns; Visitor: no, it is pink

Richard Verito; Chairman: were you able to bring the sign with you

Jenny Rhodes; Visitor: no, we do not have keys to the building

Mike Combs; Board Member: I think it looks pretty good, and the way it is centered in between the lines and covering that spot

Pamela Seeds-Kerns; Visitor: yes, that spot looks very bad

Paul Johnson; Board Member: I would agree and concur, and the only thing left to check is the size of the building and it seems appropriate to me

Richard Rhoades; Board Member: I don't think we can dictate to someone the color, that is up to them, so the size is the only thing we can motion on then

Hannah Wynne; Zoning Officer: It is 1.5 sq. ft. per linear foot of frontage, or the other way around. I will check that once I get the width of the building

Richard Verito; Chairman: pertaining to color, about dictating. I do not believe the code lets us dictate color on a sign, but it does say something about will need to state the same thing

Hannah Wynne; Zoning Officer: it should align with the original colors and building materials of the building, if you can find what that was. If you guys do not want to go with that, the board can add some input on that

Richard Rhoades; Board Member: it doesn't look too outstanding but persons, persons color for their businesses, is their personal choice, not ours. As far as sign, it can't be obtrusive into the downtown, but that's a sign and it is not covered. But if code says different then I'll stand corrected. Let me know if it does. Because I was changed those on my business just because somebody said, no, we don't like your colors

Richard Verito; Chairman: and then the same and historic things just buildings were.

Mike Combs; Board Member: the buildings had more color

Paul Johnson; Board Member: That's a difficult aside to deal with because everything from the corners down, of course, was heavily modified with the Tuscan theme, and it certainly isn't the original architecture. What architecture do you actually select or pick to try being cohesive with is very subjective and I think really in this case, and in many other cases, we need to just avoid what's garish and I don't consider that to be offensive or garish it seems to be in compliance with what we're after for our historical district

Richard Verito; Chairman: I will open with any comments or questions from the floor? Please step to the podium. State your name address, raise your right hand, you have the panel for 3 minutes.

Tami Robison; Clerk: Is what your about to say going to be true and honest

Tom Spring; Visitor: yes, Tom Spring, 335 Meadow Lane, Circleville. I was looking at the new zoning code and letter 11 on criteria says all science within the district shall conform to the material standards of the historical overlay district, being such size, shape, scale, style and design that reflects the era during which instruction was built, my question is if there's any testimony available on that particular criteria?

Richard Verito; Chairman; so, your question is that what is the material the sign is made of

Tom Springs; Visitor: no, that this number 11 on the criteria for the certificate of appropriateness, this is letter I-11 certificate of appropriateness

Richard Verito; Chairman: what page are you on

Tom Spring: page 51 and 52

Richard Verito; Chairman: thank you. So, item #11?

Tom Springs; Visitor: yes, at the bottom of the page. This is criteria of evaluation of application for certificate of appropriateness of any proposed environmental change including landscaping or exterior signage. The Historical Review Board shall consider the following and then there's 11 items, the last item

near the bottom of page 52 deals with signs that says all signs within a district shall conform to material standards at the historic overlay district and I don't know if there are material standards, but that's what it says. It also says that all signs shall be of such size, shape, scale style and design and flexing error during which the structure, I interpret that to mean the building was built and I just wonder if there's any testimony available or evidence that addresses that particular criteria. That's all I got.

Paul Johnson; Board Member: and that kind of goes back to what I mentioned just a moment ago, Mr. Spring. It's difficult to establish an architecture, of course, the building is probably about a 1940s structure of pretty minimal architecture posts, certainly post Art Deco. Tuscan facade below it was added in the 90s, and it's 2000's late 90s, 2000's fine and it's a neo-Italian style, but what architecture you would select to try to reflect on your sign would be pretty difficult to determine. So, I think we have to look at the overall Macro scale downtown when we're looking at this sign, and I guess that's where my comments were headed that I feel it's appropriate within the historic district if not the architecture itself

Richard Verito; Chairman: right. Everything is if you look at that building, the historical pieces that you have some detailed brickwork. You know as you move up on the second floor to the building, but other than that and so little spots in there which will be compliant, which would be in our next section of forward that would complain, but also the changes everything with the Tuscan look at the bottom. So, we have two different eras, two different things that are Tuscan, when they built that was goes with the historical downtown. So, we have something we need to work with in, to work with the business over to the property owner on and we need to take that into consideration as well, not just what's black and white in the code. Overall, we need to figure out how to make the code work and how to work with businesses and property owners, what they have as well on the outside of the building that they either rent or own

Richard Rhoades; Board Member: and felt also to your point, as I look at all the 1920s and 1940's pictures, most every sign was hand painted on with the whole width of the building. Richmondville taking who's building or what it was

Richard Verito; Chairman: as well as neon signs. Which according to the new code has been removed from the code which is neon signs and historic

Paul Johnson; Board Member: Or internally live box signs, which thankfully are limited

Mike Combs; Board Member: I like that sign. I like the shape of it, and I think that's something that a lot of the signs should look like downtown

Paul Johnson; Board Member: I'm willing to make a motion to approve it as submitted, so long as it meets our maximum amount based on lineal footage of the facade

Richard Verito; Chairman: I have a motion on the table to accept application #12-22 as submitted to erect a sign at business 122 N Court St submitted by Pamela Seeds-Kerns, under the conditions that it meets the requirements for the size of a sign per our code. Seconded by Richard Rhoades; Board Member: . Roll call was done, motion passes. Get with Hannah on your sign permit and the next steps that need to take place

Hannah Wynne; Zoning Officer: Paul are you abstaining from next COA. We won't be able to make this work, we only have three voting members, and we are a seven-member board now to act on the next COA

Richard Verito; Chairman: The application #13-22, we do not have a quorum to hear so I would accept a motion to table this application to the next meeting. Motion by Richard Rhoades; Board Member: , seconded by Mike Combs; Board Member: , all in favor. 4 ayes. We are going to table the application #13-22 to the next meeting. So, everybody received a new copy of the updated version of the bylaws to review. Please look them over, City Council and Strategic planning will be interviewing new applicants to fill our other vacant seats and then City Council will then make a motion to appoint who, based upon their recommendation. So, our seats will be getting filled soon, so I wanted to bring everyone up to date with current by-laws, so look them over so that when those members get appointed, I will sit down with them and will go over with them and we can then move forward once we have all members in place. There's no need to worry about reading that at this moment in time just go ahead and take it home with you review it, we'll bring it back up once we have all the members. Hannah dropped that off for all of you today. Second thing I have is raising the fees, we have discussed raising the application fees. So, we just got the bill back for the for the one that we did previously. We weren't paying anything for posting in the newspaper, so it wasn't costing us anything for posting the agenda's in the newspaper and now with the new code we have to give more the definition and goes into a different section in the newspaper, so it's costing us now. We just got the first bill from the first one we did last month and what was that bill approximately, like \$80.00 If I'm not mistaken

Hanna Wynne: around \$84 I believe

Richard Verito; Chairman: So, the application fees are only \$25.00. Upon hearing that, my recommendation to you guys as a board would be move it to \$50. We decide if we want to raise it to \$50, make that recommendation for Hannah to bring it to the city and they do all the fee schedules. Due to the fact that it is costing the city more money for the board, we discuss this a little bit about different areas on things. To your point that you brought up if somebody has to come back for something, and we were looking at that like for example, let's say somebody comes in front to paint their building and they tell us the color, they go back the black that they are putting on their looks purple when it dries, and that's not the color they wanted. Then they are coming back if you're looking at the by-laws Hannah added in an administrative thing that when a proposed paint material is initially approved by the Historical View Board can be changed if it is not what they wanted without them having to come back in front of us

Richard Rhoades; Board Member: I would not mind about that part or something looked bad? They put the sign up that inside lights, but they're back here all the time. So that's what I was trying to avoid. The frequency as the project progresses. And I think my proposal was taken maybe closer to \$100, but they get three times back or four times back for little things that they may have forgotten. But when they come back, it doesn't need to go back in the paper.

Richard Verito; Chairman: It does. Every time someone submits an application for a COA, it has to be posted in the paper so we will be paying out that money

Richard Rhoades; Board Member: even if it's a follow up even if it's.

Richard Verito; Chairman: yes, even this one we tabled will have to be posted in the paper again, we're paying that money again

Richard Rhoades; Board Member: unless we are going to try to break even what difference does it make. \$50 bucks, \$25 bucks and we're paying \$84

Paul Johnson; Board Member: we're not breaking even

Richard Verito; Chairman: but we are lightening the load is a little bit. What does the public have to say?

Jeff Hallinin; Visitor: I'll ask a question. Jeff Hallinin, 525 Northville Drive. As I hear what you're saying. And that's all going to depend on your workload too. So that paper publish was for two, so it was for \$84 bucks. So, if you have four, then you're getting close to breaking even that way as well, too. I mean, that's the other thing that we've worked on from a City Council standpoint is a budget for this board. This board doesn't have a budget, so there's some things that need to be done from that standpoint as well too. You know, in my opinion \$50.00 doesn't seem like all that much to get the request and the answer from this board that they need to get. Seems pretty simple. I don't know if you're suddenly moving it to \$100 and you just hope that if you do \$50 and you don't have more, you have at least two every time and you're going to at least be a little bit in the positive from that standpoint, but the way that you guys are scheduling, do you meet once a month? Twice a month? So, depending on how busy you can get, it could get where you lose money here or there, but then it might be a little more of a break even like Mr. Rhoades said

Richard Verito; Chairman: Thank you.

Tom Springs; Visitor: I think it's appropriate to charge fees and cover basic costs. I think that's probably a common thing. I wouldn't say it's universal by any stretch of the imagination and varies from community to community. On the flip side, years ago my wife and I were visiting the beautiful, historic downtown Franklin, TN, and it was during the day, so we stopped in the office and asked to talk with person in charge of the historic design I forget if there was a planner or administrator or what, but I asked him about the historic downtown process, so, one of the things I asked about was fees. They said we don't charge a fee for historic certificates of appropriateness applications. We asked why they said we in Franklin, TN, when making this painless as possible and encourage people to submit their alterations to the review board where landmarks Commission or whatever it's called down there, I forget. So, I can see valid reasons for doing different things. I concur with Mr. Hallinin about having an appropriation in the annual budget. I noticed item D, item 8, page 31 notice that the Board Historic District Review board shall adopt and publish design guidelines concerning the appropriateness of types of alterations to make available to the public. I went to many, many cities, villages in Ohio that have historic downtown design review boards and they have these design guidelines. I have the names and contact information for a number of consultants who do this particular work. And I would note that back in 1999, when the Edsel submitted a comprehensive plan, final plan to the city of Circleville Council, I had to be at that meeting and they said the city needs to hire a consultant to work on the downtown and specifically they said the reason we're recommending this is because although we're planners and City Park tanks, stored downtowns or not are specialty. They recommended a particular firm in Columbus, for example. But certainly, I think it would be appropriate to request money so that we can get a design guide in Circleville, so the property owners understand what alterations are encouraged what are discouraged. The reviewing board also knows the same thing, which typically results in a lot of win wins because the

outputs compared with the knowledge of here's what the landscape is, and at the same time I would like to make the review boards job lot easier and less controversial in terms of deciding those applications, so I'm happy to share that information with you. I've also taken a lot of training sessions on historic review boards and other downtown, so they have resources available if it's itself.

Richard Verito; Chairman: I agree with you, we need to have a standing. Unfortunately, I have asked city council multiple times what is the vision for downtown Circleville? And I think to try to at times we put the cart in front of the horse. And that's why we have a hodgepodge of things. Now that this board is up and running, we have a liaison, we are in the baby steps of things. Nothing can happen overnight, unfortunately, which we got to go from A to B to C, the D in order to get to Z, I agree with you, Z is where we need to be. It is going to take some time and work. For years and please anybody on this board please correct me, you have all been in front of review boards in the past. It's been challenging, a lot of people want to control and stop the progression of property owners and working with them and we are here, and I'll say that I am here to make sure that we work with the building owners and the property owners and business owners to try to help them instead of having anxiety coming to a meeting like this because you don't know what's going to happen. You don't know if they are going to take your \$30,000 project and make you want to spend \$200,000 and put you out and then we have what we have downtown. We have these buildings that perform this way because certain things have fallen in some ways because people opinions on what they want done. This is the point where opinion shouldn't be involved, it should be what is best for the city

Tom Springs; Visitor: the consultant should be working with the review Board and Council downtown.

Richard Verito; Chairman: we are going to get there. The system will take time, and that's exactly like I said, we're taking baby steps. So, what I have done is, you heard me saying, council and I was just going to get the board members so far. If you go around and take photos in the building so that the architectural features of each building can be categorized and put into a resource to all of us can use to identify what is the historical features of the buildings which need saved. And make sure that people see so we are at those steps of putting together things so that we then can move to the next step of getting outside resources to help us competent but it's also we need Council support to for them to help figure out a decision on the long range strategic of what they come up with their goal and vision for downtown Circleville is. It's not my vision. It's just a board member to have followed rules. It's not what I want. I want what is overall best for the city, but I don't make the rules. And so, we all work together and get to that point through baby steps and switching everything over and we're all trying to get this up and running.

Tom Springs; Visitor: I'm simply suggesting that a consultant could help with that process and make it less painful for the city at large

Richard Verito; Chairman: I agree, but we have to have the resources to give, we have to have these compiled in order to give it to them. In order for them to get better

Tom Springs; Visitor: better appropriation for the budget

Richard Verito; Chairman: it takes time. Thank you. Does anybody have any other comments pertaining to that?

Mike Combs; Board Member: I think it's a good idea actually

Paul Johnson; Board Member: to have a consult. When the Historic Review Board was first implemented my father was on that board. One of the things that they attempted to create was pallet and design standards and they were met very quickly with resistance and pushback from building owners, et cetera, saying you don't have a right to dictate my color or what we would like to do and we had a sense from our prosecuting attorney, I believe that there was an inability to enforce the pallet. So, we've got this kind of two different camps trying to resolve, do we tell people what it's going to look like, what the colors are going to be, what their architecture is going to be. I just took a trip to Maine recently and went to where LL Bean is located and there was McDonald's 3 or 4 doors away from their main retail store and you would have had no idea that it was a McDonald's, there was no golden arch, and it's like from a small McDonald's font. So, I did say they felt that it was enforceable and they could tell someone if you want to be in our community that is an extreme to no, no idea what the palette should be, and I think there ought to be a middle ground here somehow. We're trying to get there, and that's exactly what Richie said. We were de-funked and now we're going to take these baby steps and get there. And maybe one way, Tom, is to do with the consultant

Richard Verito; Chairman: using a consultant is a great idea.

Tom Springs; Visitor: I mean, then you've got the expertise to help guide the process, hopefully engage the downtown neighborhood and property owners in that process. Which planners recommend all time engage? As you go along. I would just, two things I guess that and maybe some of you probably already know this 100 years ago, the US Supreme Court made a decision that upheld the right to zone in Ohio case up near Cleveland, one of the suburbs, Amberly Realty vs Euclid City Village that you've lived in Del City establishing the right cities to zone, to protect property values and protect the character of neighborhoods, the historic National Historic District and so forth, is a precious commodity here and in 1976, I think, the US Supreme Court ruled again in city of New York vs Pitt Central, upholding the right of the City Landmark Commission or Design Review Board to uphold certain standards and alterations to smart buildings and based on that part of landmark decision of the US Supreme Court, communities across the United States started implementing design review, design review boards, design guidelines so Ohio communities have the authority, I would argue, to do that but again, a consultant could help gauge the community, could help the education the review board in that process.

Richard Verito; Chairman: Thank you. Everybody is aware, or maybe not aware, but Hannah went to a training class up in Toledo last week, where she sat in something she got educated by historical review boards, and so she has taken some notes so she is going to compile some stuff to give us some training, do you want to speak on this Hannah?

Hannah Wynne; Zoning Officer: I was at Heritage Ohio, their annual conference on downtown preservation rehabilitation. So, I'm trying to go through all the notes that I was taking throughout all the sessions and get them in a legible format for you guys, but I will just shooting that once they do, there are a lot of good sessions that I've sat in on, like funding sources and kind of figuring out design guidelines and managing historic review boards and stuff like that. So, I'll get that to you as soon as I have it in a legible format

Richard Verito; Chairman: sounds good. Hannah and I went out, last week as well and we started taking photos of the buildings downtown. We got so far from Scioto Street to Moonstone on the Southside, Southside Ministry those buildings or catalyzed proceedings. All with all the historical features of the buildings. On each one. So far for both that little section 126 photos for that little bit. I'll be going out

again this week taking more photos and trying to get that well done, hopefully by the end of October, if not beginning of November had historic downtown district capitalized with all those buildings have a book comprised so when we have an application that comes up in front of us, we know we can go online will have it online available look at the building look at all the different architectural features for be able to familiarize commit something over the property as well for one operation

Paul Johnson; Board Member: what a wonderful resource kudos to the two of you

Richard Verito; Chairman: thank you. I have a question for the board that I was thinking about. As you all know, the children are our future. I was talking with a couple of people and by giving head about testing something out and maybe testing it with the historical review board. As like a junior board reaching out to sitting down with Ohio Christian, and talking to them about their political science and see who would have? We had a bunch of them come the City Council one day, the last City Council seeing if we can work out something with them where they would be like junior board members so they could experience what it's like sitting on a board, participating, obviously, they wouldn't have over anything but being like new board member as a test pilot for interacting with the community and also maybe all those people who are Christian in this case could be citizens that stay here at Highlands. They might want to be part of things they might want to join City Council and what better way to get them you know. The feel for things then maybe putting together a junior board. I spoke with the Mayor, he knows a great idea, so a couple other people who said yeah, but I wanted to ask your opinion if you guys like the idea or not? If I should move forward talking with Ohio Christian about their goal and get their opinion, but I wanted to come to you guys first.

Mike Combs; Board Member: I think it's a good idea.

Richard Rhoades; Board Member: in my opinion is until we have our seven board members and we're all on the same page, go in the same direction, but just confuse them after we get set up, I think it is a great idea

Paul Johnson; Board Member: and allocate, I think that's a good point. Timing will be everything. Let's get our legs underneath of us. It's a very interesting idea and it would help. Get the next generation get involved. I think overall we got an apathy towards government and towards being involving in communities and I look around this room right now and we're a certain demographic, with the exception of Hannah. Thankfully, she's in here to help, but we need to get young people involved, and that's a good idea

Jeff Hallinin: Again, I would recommend that you not only just focus on Ohio Christian with some of the high schools around it as well, because there may be some interest in political science from that standpoint too, with high school students. So, I mean you could choose a certain level, maybe junior up or something of that nature, but then, that that would you know as you as you're building this, I know you talked with our Council president about it and he thought it was a good idea, and if this were to flourish, we could have the same thing at City Council, but to give you a good broad spectrum range for him from as well too, I wouldn't think it would only have to be college students

Richard Verito; Chairman: I agree with you 1% my other thought was the 1st, It would be college, at the trial period as a child thing and then see how flourishes there and then obviously being

Jeff Hallinin: so , I love the idea and just yeah, how It'll get down to the details, thank you

Richard Verito; Chairman: Do I have any other

Richard Rhoades; Board Member: can we go backwards for two conversations ago, my second question. Do we need to wait until City Council appropriates our budget before we move forward?

Richard Verito; Chairman: we just would make the recommendation to planning zoning and then they have a whole fee thing. So, we don't actually set the fees, we will be making a recommendation to raise the fees and I believe the city, correct me Hanna if I'm wrong

Hannah Wynne; Zoning Officer: yes, we've just been updating the whole planning and zoning fee schedule since we have the new code just to update some of that stuff. We could do the COA along with it since it's on that schedule.

Richard Rhoades; Board Member: all we can do is recommend to raise the fees, we can't tell them how much

Richard Verito; Chairman: I will have to talk to Jim Stanley about that

Richard Rhoades; Board Member: then why are we talking about it, we have no choice

Richard Verito; Chairman: when I asked about it, it was said we have to go thru the board

Richard Rhoades; Board Member: I would recommend you report the way, through that, whoever goes to that we think we should come closer to break even. Does it have to be breaking even if we have remaining multiples?

Richard Verito; Chairman: so, breaking even seems to be about \$50 bucks

Richard Rhoades; Board Member: If it was \$84 for two, half of that would be \$40 for one. We can recommend whatever you want, but then we recommend that they move it forward a little bit, keep up with times

Paul Johnson; Board Member: is that a motion?

Richard Rhoades; Board Member: I did not think we had a motion. I thought, was it you were going to recommend, you have a discussion, you recommend or?

Richard Verito; Chairman: I would, I would think, if we wanted to move forward with recommending that to the city, then we would make a motion

Richard Rhoades; Board Member: then it is a motion, I recommend that you inform the people at the city they're paying the bill to of our fees, to what they feel necessary, closer to break even would be \$50.00 I am fine, if they have a different number, I am fine with that too, because they've got more than knowledge of all that than we do

Richard Verito; Chairman: I have a motion to make the recommendation to the city to raise the fee schedule, to be more compliant with breaking even most likely with a recommendation of \$50. Richard Rhoades; Board Member: made the motion, seconded by Paul Johnson; Board Member: to make the recommendation to the city to raise the fee schedule, to be more compliant with breaking even most likely with a recommendation of \$50. Roll call was done, 4 ayes. Hannah, will you report that tomorrow? Do I have any? Yes please

Sheri Theis; Council Member: Hi I am Sheri Theis; Council Member: , 322 S. Pickaway Street, I just wanted to come and say hello. The server keyboard was assigned to the Strategic Planning Committee said that makes major of the Exxon. So, I'm happy to be here saying. Hello, you're welcome. You and thank you for all your work on behalf of the city I will be working with Richie to establish a budget. We're going to be looking at that for all the boards and commissions and reviewing that, trying to get it big budget for the city so that you do have some money for training or consultants or whatever you feel you should be moving forward. We have lots of things in the code to do design guidelines and inventories and lots of things. So, first things first. We understand this is a process keeping in mind we just have our new zoning inspector for a few months here, you know, four or five months now, so, we're moving, you know, big things, and it does take time, so don't feel any pressure, but we will be giving the new members on, I wanted to talk to you about that the terms that mayor relate to me was that Richard Verito; Chairman, Jessica Calder and Richard Rhoades; Board Member: terms in September 1st of 2024 and Mike Combs; Board Member: and Paul Johnson; Board Member: terms ended April 1st of 2025. Does that sound correct?

Richard Rhoades; Board Member: If you say so

Richard Verito; Chairman: yes

Sheri Theis; Council Member: Well, I'm going to make a motion at Strategic Planning meeting tomorrow night that we reappoint all of you to these terms. I would like if possible, with your approval to make all the terms end on September 1st of that year. So that would mean, you know, Paul and Mike your terms end right now and April 1st, would it be ok with you if we made that September 1st of 2025?

Paul Johnson; Board Member: of course.

Sheri Theis; Council Member: and then all the new people that come in, it'll just be September 1st of whatever year going forward, I think that that consistency would be good? So, we know who's term is up as of September 1st. Thank you, I will take care of that tomorrow. The only thing I wanted to talk to you about tonight is one of your duties in the new code is to be an Advisory Board to the city and other departments on things with historic properties. One thing that's coming up the City Council is going to be looking at is the cupola on top of City Hall. We have got an estimate on refurbishing that it is in really bad shape and so I'd like your inbox the cupola was initially built as a bell tower, and the bell that was in the cupola has been removed. Unfortunately, I keep the weight with an issue and so it's now over in the front hall of the administration building. So, as we move forward with the restoration of this, I know they're looking at some different building materials, potentially fiberglass on my hand up here. Are you familiar with the estimate? Have you looked at that or any I haven't seen the work yet, but I was told that it was better to do it in private class because they would you know the wood is rotting, and it might be more longevity to people, but that being said, it was originally a bell tower and you know, do we want to look at is there any way to put the bell back in? Someone suggested that some cities and or organizations do replica bells, you know, have a replica made of the original bell, but do it in fiberglass or some lightweight material. I'm not an expert on any of that, but I just wanted to let you know because I know that I believe it's November 1st we're going to have a committee of the whole meeting to look at the art and science and this would be one of the things we're considering. So, there's no timeline we don't have to get it done by a certain date, but I wanted to throw it out to all of you if any of you are interested in looking into that further and advising the city and advising Council on maybe the best ways to proceed with that.

Richard Verito; Chairman: does the costs have to play? I'm sure that building it to hold the bell would cost a lot more and that would be the city, wouldn't that? I guess that decision would be voted on the city that if they wanted to if you were able to put the bell in it cost this much, if it was no bell this much if it was a replica bell this much

Sheri Theis; Council Member: I think we have the no bell estimate without it. But would you like to see us look into the other options, I guess is my question. Of course, it's all expensive. Everything you do is expensive these days but we do have these funds to spend to reinstate it. If you know maybe that we don't do anything with the value now at all it may not be possible cost wise, but this is when it's going to be happening. So, I think we should just at least have a conversation about it

Paul Johnson; Board Member: has any consideration been given to locating it in this underutilized, unused phase mounted on a platform elevated, on display, even ringable for that matter

Sheri Theis; Council Member: that's a great idea and is why I am bringing it to you

Paul Johnson; Board Member: and what P looked at this and said we've got water damage or? We've got some other compromise up there so the cradle is probably gone, and they could deal with the aesthetics of the Cupula. And get a functioning bell

Jeff Hallinin: and you should still have a plaque on it that could still hold to the historic value of it to say this bell is here kind of a deal. So, you're holding up the historic end of it too

Paul Johnson; Board Member: and it's directly adjacent to the structure that it once resided in

Sheri Theis; Council Member: I love that idea, that's wonderful

Richard Rhoades; Board Member: well, my question is, are we talking about this a few meetings ago? The county doesn't work inside the city inside the district, having them come to us to why we're going to do the same thing with the city

Richard Verito; Chairman: I believe the city still has to go and do the property I know the county does, for whatever county properties. So, on more research on that one like the building department. Anything behind this building is not in the historic district, and building department and everything they did does not fall in the historic district

Richard Rhoades; Board Member: when you come in here and then the city and Uptown are looking at doing some road work up here at the corner because Uptown the city needs to come in, it's in the historic district. These are things that we need to decide so that we can really liaison with the city and have it presented properly to this board, the things that are going on

Paul Johnson; Board Member: it would seem that we should have some oversight on these sort of issues and items, I would agree with you Richard, the county installed some signs, it's been a decade now, and we have a little bit of a discord between the city and county on the signs that they put in because they did not run it through the historic review board

Richard Rhoades; Board Member: that's why I'm asking this question, we're newly forming how much oversight, are we going to force the city to present to us as well, which they should at least give us a heads up and give us input. So, do we need to have Uptown come in with the project or is that something the city is going to has already putting it together

Sheri Theis; Council Member: I got the authority on this

Richard Rhoades; Board Member: I'm just asking you if you thought it would need to go because Uptowns paying for part of the city is paying for the bulk of the road work. So, we got to figure out who is to present when it's a joint scenario if the city is just doing it.

Richard Verito; Chairman: so, if it pertains to anything that you can see from within the history district from line of sight then it has to go before the historic district review board, correct?

Hannah Wynne; Zoning Officer: the project you're talking about if the warrant is going to be in the road

Richard Rhoades; Board Member: the one that's in the road, the clock the bench, the whole thing

Hannah Wynne; Zoning Officer: because I mean part of the code is just referring to private property so, the road section would be out of it

Richard Rhoades; Board Member: so, that's not private property, so that would not matter, it's not actually affecting the building

Hannah Wynne; Zoning Officer: I would have to think about that, because I mean the zoning code in the historic district only applies to private properties

Sheri Theis; Council Member: and we're on some level team Circleville

Richard Rhoades; Board Member: I know, I just want to make sure that nobody falls through the cracks, so it's only on buildings now

Richard Verito; Chairman: if you don't mind getting Kenworthy's opinion on that, his recommendation on how that would fall to the city

Richard Rhoades; Board Member: the city and county coming through the Historic Review Board with their plans on whatever buildings they're going to modify

Paul Johnson; Board Member: a public building, any public building

Richard Rhoades; Board Member: like the theater over here, Memorial Hall

Richard Verito; Chairman: and then putting the clock and change the sidewalk that needs to go in front of the historic review board

Richard Rhoades; Board Member: that shouldn't because that's not a private building, that's public building, so I think that got answered

Richard Verito; Chairman: but it's in the district, so, if we can just say we can get Kenworthy's answer on it from the legal standpoint of things

Sheri Theis; Council Member: do you have something to add

Tom Springs; Visitor: several years ago, I attended a Historic district review board meeting, Paul you would remember this. The county came to your board and talked about the project that they wanted to do to repairs at Memorial Hall. So, they brought in the head of historic architecture at Wright Patterson Air Force Base, I think she was the former. But they brought in an architect with a historic architectural

background and that really impressed me that they wanted that kind of person to oversee the project. There are historic architects who could help with this proposed project. The other thing I would say is that because city hall is a contributing structure to the National Historic District and if you review the file at City Hall will see that this is a contributing member in the national registered exclamation storing Preservation Office will provide free technical review, the plans and proposals and can give the city guidance on how best to redo that cupola, with or without the bell. So, again, it's a free service and doesn't cost anything, so why not take advantage

Sheri Theis; Council Member: ok, great. I will ask the law director to give us an opinion on that

Richard Verito; Chairman: thank you

Sheri Theis; Council Member: another update I wanted to give you is that we do have 5 applications for the two spots on your board. We will be interviewing four of those applicants tomorrow evening. One was not able to make the meeting tomorrow, so we're going to have another meeting on the 25th, 2 weeks from tomorrow to interview that 5th applicant. After that last interview we will make a recommendation to Council, so it will probably be Council meeting on November 1st if all goes according to plan and that Council will approve your new members

Richard Verito; Chairman: and then you'll be making what the recommendation to reaffirm

Sheri Theis; Council Member: that will be tomorrow night

Richard Verito; Chairman: and then at the next Council meeting on Tuesday

Sheri Theis; Council Member: Do you have any questions for me? I'll be happy to work with you. Obviously, we talked about a budget and that sort of thing and anything you need, feel free to give me a call. But thank you again for all your service.

Richard Verito; Chairman: Thank you.

Paul Johnson; Board Member: Thank you for your help.

Richard Verito; Chairman: does anybody have anything else?

ADJOURNMENT

Richard Verito asked, any other new business? Do I have a motion to adjourn, Richard Rhoades made a motion to adjourn, seconded by Mike Combs, all in favor, motion approved and meeting was adjourned at 6:30 p.m.

Submitted by Tami Robison – Clerk