

## **CIRCLEVILLE HISTORIC REVIEW BOARD (HRB) MINUTES 10/6/2025**

Historic Review Board members convened in the City Hall Building on Monday, October 6, 2025, at 5:30 p.m. Present at Roll Call: Chair Richie Verito, Vice Chair Jane Shaw, Mike Combs, William Adkins, Jeff Moorehead, Christopher Burton, Denise Simms, and Assistant Clerk Sarah Kolesar. Invited guests present: Planner Hannah Wynne.

Chair Richie Verito called the meeting to Order with Roll call at 5:30 p.m.

Burton motioned to approve the meeting minutes from September 22, 2025. Seconded by Combs. Motion carried.

### **New Business:**

**a) CERTIFICATE OF APPROPRIATENESS #6-25**, Requested by Paige Combs, 1385 North Court St., Circleville, Ohio 43113, Property address: 121 W. Main St., Circleville, Ohio 43113, Property owner: J & P Rental Properties LLC. Parcel # A0530600001400. Modify: add new design to existing sign. This is in the Downtown Business District (DB) within Historic District Overlay (HD).

**Discussion:** Applicant stated she is adding a new sign that is the exact same size as the previous one. It will have a black frame with white background and vinyl lettering. Wynne noted it is essentially a face change.

#### **MOTION-ROLL CALL-VOTE:**

Shaw motioned to approve COA #6-25. Seconded by Moorehead. (6 Yeas- 1 Abstain ). Application #6-25 is approved.

**b) CERTIFICATE OF APPROPRIATENESS #7-25**, Requested by Morgan Muncy, 224 Clark Drive, Circleville, Ohio 43113. Property address: 155 W. Main St., Circleville, Ohio 43113, Property owner: Keith & Terry Dumm. Parcel # A0530600002600. Modify: Exchanging old company sign with the new store sign, in the same location and the same size, then adding two vinyl logos to the window. This is in the Downtown Business District (DB) within Historic District Overlay (HD).

**Discussion:** Applicant explained the current sign in the window is made of Plywood and she wants to replace that with a new sign the exact same size and same material. Wynne stated this is essentially a face change.

#### **MOTION -ROLL CALL- VOTE:**

Combs motioned to approve COA #7-25. Seconded by Shaw. (7 Yeas- 0 Nays). Application #7-25 is approved.

### **Any New or Other Business:**

Adkins motioned to adjourn the HRB meeting at 5:45 p.m. Seconded by Combs. Motion carried.

Minutes prepared by: Sarah Kolesar, Assistant Clerk.