

CIRCLEVILLE HISTORIC REVIEW BOARD (HRB) MINUTES 3/23/2026

Historic Review Board members convened in the City Hall Building on Monday, March 23, 2026, at 5:30 p.m. Present at Roll Call: Chair Richie Verito, Vice Chair Jane Shaw, Jeff Moorehead, Christopher Burton, Denise Simms, Mike Combs, and William Adkins. and Assistant Clerk Sarah Kolesar. Invited guests present: Hannah Wynne, Planner and Michelle Cockerham, Zoning Inspector.

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

COA Applicant is not present and did not confirm whether they were attending or not.

Christopher Burton and Denise Simms were initially marked absent but arrived at 5:31 p.m.

Shaw motioned to approve the meeting minutes from February 23, 2026. Combs seconded. Motion carried.

New Business:

a) **CERTIFICATE OF APPROPRIATENESS #2-26**, Requested by: Black Diamond Restaurant, 126 W. Main St., Circleville, Ohio 43113. Property Address: 126 W. Main St., Circleville, Ohio 43113. Parcel # A0510010002200. Modify: Awning located above the main entrance of the restaurant with “Black Diamond” lettering across the front & bottom, 12’ wide, 6’ high. This is in the Downtown Business District (DB) within Historic District Overlay (HD).

Discussion: Verito confirmed the requested lettering on the awning would be of vinyl material. Planner Hannah Wynne emphasized that the window signs should also be added in the COA for review and approval. Wynne noted that the applicant did not add that in the application, but would need to be approved as well. Verito asked for a motion to amend the application and add the window lettering. No further questions or discussion regarding the application.

MOTION & ROLL CALL VOTE:

Combs motioned to amend the COA to add the window lettering to the application for approval. Verito seconded. Roll Call. (7 Yeas- 0 Nays). Motion carried.

MOTION & ROLL CALL VOTE:

Burton motioned to approve COA #2-26 with the amendment. Moorehead seconded. Roll Call. (7 Yeas- 0 Nays). Application #2-26 is approved.

Any New or Other Business: None.

Burton motioned to adjourn the HRB meeting at 5:35 p.m. Shaw seconded. Motion carried.

Minutes prepared by: Sarah Kolesar, Assistant Clerk.