

BOARD OF ARCHITECTURAL REVIEW
Regular Meeting
Council Chambers
Municipal Building
Tuesday, December 4, 2018

Mr. Ross called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

ATTENDANCE

Present: Ed Ross, Dick Hoback, Joe DeMariano, Thomas Ovington and Chris Papakirk. Also present were City Planner Andrew Rodney, Planner Mark Yandrick, and Assistant Clerk of Council Teri Davis.

EXCUSE ABSENT MEMBERS

Mr. Holloway was not present.

MOTION: Dr. Hoback made a motion to excuse the absence of Mr. Holloway from the meeting. Mr. DeMariano seconded the motion. The motion passed 5-0.

Mr. Holloway arrived at 7:05 p.m.

APPROVAL OF MINUTES

No additions or corrections were noted for the minutes of the BAR meeting of April 3, 2018.

MOTION: Mr. Ovington made a motion to approve the minutes, as distributed. Mr. DeMariano seconded the motion. The motion passed 5-0.

NEW BUSINESS

PRELIMINARY REVIEW OF THE ARCHITECTURE PRESERVATION DISTRICT DESIGN
REVIEW CRITERIA

Mr. Rodney provided an overview of the Design Review Criteria (DRC) document. It will be reviewed by staff. He is asking the BAR for input – requesting consideration of the document as a whole, needed additions, deletions of superfluous information, deletions of ambiguous language to make the it more regulatory-sound. Additionally the electronic version is not printable in-house; Mr. Rodney would like to remove some graphics in order to reduce file size.

Mr. Papakirk inquired if it would be possible for the committee to brainstorm in a group setting. Mr. DeMariano agreed and suggested sometime after the first of the year. Mr. Rodney indicated the committee could discuss suggested edits either in a regular meeting or in a work session.

Committee members pointed out several topics within the document which they would like to

further discuss, particularly as it compares to the UDO. Mr. Rodney noted that the DRC should be considered a supplement to the UDO. Topics for discussion include signage colors, roofing materials, siding materials, the use of vinyl in windows and fencing.

Mr. Ross inquired about how property owners in the APD are made aware of the rules. Mr. Rodney and Mr. Yandrick advised that the Planning Department distributes informational materials when a permit application is received from a new property owner. Mr. Rodney noted that the Heart of Centerville organization is also very good about providing information. Mr. Ross indicated he would be willing to go door-to-door to meet with property owners and distribute the informational materials once finalized.

Mr. DeMariano asked about how new laws regarding the installation of cell phone towers will affect the APD. Mr. Rodney confirmed that new State rules limit the City's ability to prohibit the towers, but there is some leeway in historic districts. City Council did pass legislation instituting some limitations, but challenges to that action are possible. The City does have the ability to charge fees, limit color options, etc. Mr. Rodney expects the bulk of the towers will be installed in high-traffic areas such as shopping centers.

Mr. Rodney will schedule a work session for January 8, 2019 prior to the regularly scheduled BAR meeting. He will invite both the new Assistant City Manager and the new Economic Development Administrator to sit in.

NO COMMITTEE ACTION was taken at this time.

2019 BOARD OF ARCHITECTURAL REVIEW SUBMITTAL CALENDAR

Mr. Rodney presented the 2019 BAR submittal calendar and requested committee approval.

MOTION: Dr. DeMario made a motion to approve the Submittal Calendar. Mr. Hoback seconded the motion. The motion passed 6-0.

COMMUNICATIONS

Mr. Rodney introduced Teri Davis who is serving as Assistant Clerk of Council and Planning Department Secretary. She will be acting in the capacity of Clerk for the BAR and the Planning Commission.

Mr. Rodney informed the committee that the City's new website has gone live. He encourages the committee members to take a look at it. Additionally, with the launch of the new website, the City is in the process of transitioning over to a new ERP system which will allow citizens on-line access to features such as bill payment, permit applications, etc.

Mr. Rodney advised there is a Planning & Zoning workshop this Friday. If any BAR member is interested in attending, there is one spot available. Contact Mr. Rodney if interested.

The next meeting to the Board of Architectural Review will be January 8, 2019 in the Council

December 4, 2018


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Chambers at 7:00 p.m.

ADJOURNMENT

Seeing no other business, Mr. Ross adjourned the meeting at 7:42 p.m.



~~Ed Ross, Chair~~
JOE DEMARCIANO, VICE-CHAIR