

BOARD OF ARCHITECTURAL REVIEW
Regular Meeting
Council Chambers
Municipal Building
Tuesday, April 4, 2017

Mr. Ross called the meeting to order at 7:00 p.m.

ATTENDANCE

Present: Ed Ross, Frank Holloway, Brad Thorp, Thomas Ovington and Joseph DeMariano. Also present were City Planner Andrew Rodney, Councilmember John Palcher and Assistant Clerk of Council Julie Weaver.

EXCUSE ABSENT MEMBERS

Dr. Hoback had notified staff that he would be absent. Mr. Papakirk was absent because of a family emergency. Mr. Holloway made a motion to excuse Dr. Hoback and Mr. Papakirk. Mr. Ovington seconded the motion. The motion to excuse passed 4-0. Mr. DeMariano pointed out he would be absent from the May meeting.

OATH OF OFFICE FOR MR. DEMARIANO

Mr. Rodney announced that Mr. Graham had chosen not to be reappointed at the expiration of his term, so Council had appointed Mr. DeMariano to the BAR on March 20, 2017. In order to integrate his replacement into the group as soon as possible, Mr. Rodney took the opportunity to lead Joseph DeMariano in the oath of office.

APPROVAL OF MINUTES

The members noted no additions or corrections for the BAR minutes of January 3, 2017.

MOTIONS: Mr. Thorp made a motion to approve the minutes of the Board of Architectural Review of January 3, 2017, as distributed. Mr. Holloway seconded the motion. The motion passed 5-0.

NEW BUSINESS

Recommendation for Appointment of the Chair of the Board of Architectural Review

Mr. Rodney explained that City Council is the appointing body for the chairs of boards and commissions, but it asks for the recommendation of the group as part of the process. The appointment is for a one-year term.

MOTION: Mr. Thorp nominated Mr. Ross to the position of Chairman of the Board of Architectural Review. Mr. Holloway seconded the motion. The motion passed 5-0. Mr. Rodney will notify the Clerk of Council of the nomination.

Appointment of Vice-Chair of the Board of Architectural Review

Since Mr. Ross had been the Vice-Chair, his seat was assumed to be vacant. Council appointment is not required to fill the position of Vice-Chair.

MOTION: Mr. Ross nominated Mr. Thorp as Vice-Chair. Mr. Holloway seconded the motion. The motion passed 5-0.

Annual BAR Award

Mr. Rodney reviewed the process for the selection of the annual BAR Award. He stated he would take nominations and compile information, so that voting could take place at the meeting in May. He noted that an award could be made in the categories of stewardship, restoration, rehabilitation or new construction.

The group asked for a list of the previous winners, since several new members were unfamiliar with the history of the award. Mr. Rodney will send the list by email. Mr. Ross pointed out the award consisted of a pen and ink drawing of the property framed together with a certificate to be presented at the City Council meeting in June.

Ideas for possible nominations followed. Mr. Ross suggested Square One at 3 N. Main because of the significance of the structure and the admirable maintenance by the owners. Mr. DeMariano pointed out the properties at 39 S. Main Street and 78 E. Franklin Street. Mr. Rodney shared that the Jerry Strange property on E. Alex-Bell Road was eligible because of its landmark status. It had been nominated several times over the past years. Mr. Ross agreed that the historical landmark had been well maintained

Mr. Rodney stated the book, *A Sense of Place*, might be a helpful reference.

In addition to the list of past winners, Mr. Rodney agreed to email photos of the nominations mentioned at this meeting to the members.

Rules of Procedure

Mr. Rodney gave a report on the update of the Board of Architectural Review Rules and Procedures. The document had not been revised since 1990. He noted the Planning Commission recently updated its Rules and Procedures; Mr. Rodney patterned the BAR update after the Planning Commission's using similar scope and verbiage without the references to public hearings and deleting the section with the sign standards covered in the Unified Development Ordinance.

Mr. Ross noted a change for the BAR agenda. He suggested deleting #4, The Reading of the Opening Statement, since the reference was pertinent to public hearings and the BAR does not hold public hearings. The members concurred. Mr. DeMariano raised a question about the number of people on the BAR. Mr. Rodney noted the Unified Development Ordinance has guidelines for the number and mixture of the members (residents or business owners with particular backgrounds) for the Board of Architectural Review.

MOTION: Mr. DeMariano made a motion to approve the Rules of Procedure for the Board of Architectural Review with the suggested amendment related to the deletion of the Opening Statement. Mr. Ovington seconded the motion. The motion passed 5-0.

COMMUNICATIONS

Mr. Rodney announced the City Council wished to honor Charlie Graham for his service on the Board of Architectural Review. He and the current Board members are invited to the meeting of Council on April 17 at 7 p.m. Mrs. Weaver stated she would notify the group by email, if Mr. Graham was unable to attend.

Mr. Rodney gave brief updates on the progress of a number of projects approved by the BAR. Included were the Gomez property at 18-22 S. Main Street, the rehab of the house at 39 W. Franklin Street and restoration of the historic carriage house at the rear of the property at 36 S. Main Street.

There was discussion of the need for vigilance by the City in pursuing the owners of properties with maintenance problems. Mr. Rodney stated that absentee owners make it difficult to get work done except in cases where the City can attach fees to tax bills for mowing or closing up dangerous properties.

Mr. Rodney mentioned the recent meeting between Council and Heart of Centerville members at Benham's Grove, and he talked about Food Truck Fridays as summer events downtown. He invited the BAR to join the members of Heart of Centerville at Panera on Friday mornings at 8:30a.m.

ADJOURNMENT

MOTION: There being no further business, Mr. Holloway made a motion to adjourn. Mr. Thorp seconded the motion. The motion passed 5-0.

The next meeting of the Board of Architectural Review is scheduled in the Council Chambers at 7:00 p.m. on May 2, 2017.



Ed Ross, Chair