

PIQUA DOWNTOWN DISTRICT DESIGN REVIEW BOARD
Meeting Minutes - Tuesday, March 26, 2015 - 6:00 P.M.
Board Room - Piqua Area Chamber of Commerce, 326 N. Main Street

Members Present: Jim Oda, Brad Bubp, Ann DeBrosse Comer, & Mike Sloan.

Staff Member: Lorna Swisher

Mr. Oda called the meeting to order at 6:03 p.m.

ITEM NO. 1: ELECTION OF OFFICERS

A motion was made by Mrs. DeBrosse Comer to nominate Mr. Jim Oda as chair and Mr. Brad Bubp as Vice Chair of the Design Review Board. The motion was seconded by Mr. Mike Sloan. The motion passed.

A motion was made by Mrs. Ann DeBrosse Comer to close the nominations. The motion was seconded by Mr. Mike Sloan. The motion passed.

A motion was made by Mrs. Ann DeBrosse Comer to accept the slate as presented. Mr. Mike Sloan seconded the motion. The motion passed.

ITEM NO. 2: MEETING MINUTES

It was moved by Mr. Brad Bubp and seconded by Mrs. Ann DeBrosse Comer to accept the minutes as presented. The motion carried.

NEW BUSINESS

ITEM NO. 3: RESOLUTION DRB 01-15

**A resolution requesting the approval of change in the south
façade of 114 E Water Street.**

Lorna Swisher gave the staff report. This request calls for the south façade to be taken back to the what appears to be the original configuration of the south façade which includes a door and three windows.

Keith and Lisa Bowman were there to speak on behalf of the request. They would like to uncover the doorway on the east side of the façade and open up the bricked-in window so that there are three window openings and a door. They are proposing single, double hung sash windows with the original brick hoods above each window. The specifics of the windows themselves will be discussed in the next agenda item. The door will be a functioning door it will not be able to be opened at all.

A motion was made by Mr. Brad Bubp to approve Resolution 01-15 and the motion was seconded by Mr. Mike Sloan. Role Call AYE: Mr. Brad Bubp, Mr. Jim Oda, Mr. Mike Sloan. Mrs DeBrosse Comer abstained from the vote.

ITEM NO. 4: RESOLUTION DRB 02-15

**A resolution requesting new windows for the east, west and
south facades of the building at 114 E Water Street.**

Lorna Swisher gave the staff report. The Bowman's need to replace all the windows in the building. They are requesting that the front windows will have a six over one double hung sash appearance. The windows on the east and west sides will have a three over one appearance.

The board discussed the various options for the facades and how the

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building might be used. Eventually it was decided that the South façade should have a six over one appearance and should either work or give the appearance of being able to work.

The windows on the East and West facades should fit into the existing window openings and that three over one windows with 3D mullions and muntins is acceptable.

The board also discussed color and decided on the front façade that the wine color frame is probably the most appropriate. It was noted that the two smaller windows on the East façade should probably match the windows on the south façade and should at least have the appearance of functioning windows.

A motion was made by Mr. Mike Sloan to approve Resolution 02-15 and the motion was seconded by Mr. Jim Oda. Role Call AYE: Mr. Brad Bulp, Mr. Jim Oda, Mr. Mike Sloan. Mrs. DeBrosse Comer abstained from the vote.

ITEM NO. 5: RESOLUTION DRB 03-15

A resolution requesting permission to remove the roof addition on the rear of the building at 114 E Water Street.

Lorna Swisher gave the staff report. Keith Bowman is requesting permission to remove the rear roof addition to the building and return to the original roof line. There is a parapet wall along the edge of the building which gives is an appearance of a flat roof but there is actually a six to eighteen inch drop off.

The roof to be removed is on the 'industrial' portion of the building and it is very severely compromised. The new roof will not be visible from the street level but preserve the integrity of rest of the building.

A motion was made by Mr. Brad Bulp to approve Resolution 03-15 and the motion was seconded by Mr. Mike Sloan. Role Call AYE: Mr. Brad Bulp, Mrs. Ann DeBrosse Comer, Mr. Jim Oda, Mr. Mike Sloan.

ITEM NO. 6: RESOLUTION DRB 04-15

A resolution requesting permission for new window signs at 326 N. Main Street.

Lorna Swisher gave the staff report. Mainstreet Piqua is requesting new vinyl signs on their two windows on the Main and Ash Street facades of their corner of the building at 326 N. Main Street. This item was approved via email vote earlier this spring.

A motion was made by Mr. Brad Bulp to approve Resolution 04-15 and the motion was seconded by Mrs. Ann DeBrosse Comer. Role Call AYE: Mr. Brad Bulp, Mrs. Ann DeBrosse Comer, Mr. Jim Oda, Mr. Mike Sloan.

OLD BUSINESS

There was no old business to bring before the Board.

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OTHER BUSINESS

Board members were supplied a copy of the memo that was written to Mr. & Mrs. Tony Zender following the last meeting. Mr. Oda requested that a copy of the letter be placed with the minutes of this meeting.

OUTSTANDING CODE VIOLATIONS

Mrs. Lorna Swisher indicated that she was not aware of any code violations in the downtown area.

A motion to adjourn the meeting was made by Mr. Brad Bubp and seconded by Mrs. Brenda Vetter. The motion passed.

James Oda, Chairman

Brad Bubp, Vice-Chairman