

**PIQUA DOWNTOWN DISTRICT DESIGN REVIEW BOARD**  
**Meeting Minutes - Tuesday, April 17, 2011 - 6:00 P.M.**  
**Board Room - Piqua Area Chamber of Commerce**

Members Present: Jim Oda, Ann DeBrosse Comer, Ruth A. Koon & Brenda Vetter.

Members Absent: Brad Bubp

Staff Member: Lorna Swisher

Mr. Oda called the meeting to order at 6:00 p.m.

Lorna Swisher reported Mr. Bubp could not attend due to the death of his father. A motion was made by Mrs. Ruth A. Koon to give Mr. Bubp an excused absence. Mrs. DeBrosse Comer seconded the motion. The motion passed.

**ITEM NO. 1: MEETING MINUTES**

The minutes of the February 2011 meeting were not available.

**OLD BUSINESS**

**ITEM NO. 2: RESOLUTION DRB 02-11**

**A resolution requesting a certificate of appropriateness to paint the entire building of 413 N. Main Street.**

Lorna Swisher reported that she and Mrs. Koon had met with Karen Schultz of Mindful Awakenings to discuss other building color options with her. Samples were left with Ms. Schultz but so far we have received no feedback.

**NEW BUSINESS**

**ITEM NO. 3: RESOLUTION DRB 03-11**

**A resolution requesting a certificate of appropriateness to place a sign on the Main Street façade of 325 N. Main Street.**

Lorna Swisher reported the tenants of the building at 325 N. Main Street would like to place a new sign on the Main Street façade of their building. The sign would be the same type and colors as the business's previous location in the 400 Block of N. Main Street but instead of using the word "consignment" they are now using the word "thrift".

Mr. Oda noted the building is a 1870's Italianate building that has had a number of tenants through the years.

Mrs. Ruth Koon moved to approve Resolution 03-11 and Mrs. Ann DeBrosse Comer seconded the motion. Role Call AYE: Mrs. Ann DeBrosse Comer, Mrs. Ruth Koon and Mr. Jim Oda.

**ITEM NO. 3: RESOLUTION DRB 04-11**

**A resolution requesting a certificate of appropriateness to place a sign on window sign at 101 E. High Street.**

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Lorna Swisher reported the tenants of the building at 101 E. High Street were requesting two window signs. One for their High Street façade and one for the Main Street façade. The signs are three color custom cut vinyl and will be applied directly onto the locations shown in the presented drawing. They meet the city sign code in terms of size and location.

Mrs. Ruth Koon moved to approve Resolution 04-11 and Mrs. Ann DeBrosse Comer seconded the motion. Role Call AYE: Mrs. Ann DeBrosse Comer, Mrs. Ruth Koon, Mrs. Brenda Vetter and Mr. Jim Oda.

**ITEM NO. 3: RESOLUTION DRB 05-11**

**A resolution requesting a certificate of appropriateness to place a sign on the Main Street façade of 329 N. Main Street.**

Lorna Swisher reported the tenants of the building at 329 N. Main Street would like to place a new sign on the Main Street façade of their building. The previous sign for this business was attached to a hard metal awning that was destroyed by snow this past winter.

The board discussed the location of the sign on the Main Street façade and requested that the sign not cover any architectural details of the building. The board also requested that Lorna Swisher ask the property owners to remove the metal brackets that previously held the hard awning. It was also noted that the sign should have an apostrophe after the word "clothes."

Mrs. Ruth Koon moved to approve Resolution 06-11 and Mrs. Ann DeBrosse Comer seconded the motion. Role Call AYE: Mrs. Ann DeBrosse Comer, Mrs. Brenda Vetter, Mrs. Ruth Koon and Mr. Jim Oda.

**OUTSTANDING CODE VIOLATIONS**

**OTHER BUSINESS**

A motion to adjourn the meeting was made by Mrs. Brenda Vetter and seconded by Mrs. Ann DeBrosse. The motion passed and the meeting adjourned.

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James Oda, Chairman

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Brad Bubp, Vice-Chairman