



CITY of MEDINA

Historic Preservation Board

Regular Meeting Minutes

January 9, 2025

Meeting Date: January 9, 2025

Meeting Time: 5:00 PM

Present: Elizabeth Biggins-Ramer, Rebekah Knaggs, Matt Strehle, Leslie Traves, Paul Wood, Andrew Dutton (Community Development Director), and Sarah Tome (Administrative Assistant)

Absent: Patty Stahl

Approval of Minutes

Ms. Traves made a motion to approve the minutes from November 14, 2024 as submitted.

The motion was seconded by Mr. Wood.

Vote:

Biggins-Ramer	<u>Y</u>	Knaggs	<u>Y</u>
Strehle	<u>Y</u>	Traves	<u>Y</u>
Wood	<u>Y</u>		
Approved	<u>5-0</u>		

Election of Chair and Vice-Chair of the Board

Ms. Biggins-Ramer made a motion to appoint Ms. Traves as Chair of the Historic Preservation Board.

The motion was seconded by Mr. Wood.

Vote:

Knaggs	<u>Y</u>	Strehle	<u>Y</u>
Traves	<u>Y</u>	Wood	<u>Y</u>
Biggins-Ramer	<u>Y</u>		
Approved	<u>5-0</u>		

Mr. Wood made a motion to appoint Ms. Biggins-Ramer as Vice-Chair of the Historic Preservation Board.

The motion was seconded by Ms. Traves.

Vote:

Traves	<u>Y</u>	Wood	<u>Y</u>
Biggins-Ramer	<u>Y</u>	Knaggs	<u>Y</u>
Strehle	<u>Y</u>		
Approved	<u>4-0</u>		

Acceptance of 2025 Meeting Dates

Ms. Traves made a motion to accept the 2025 meeting dates, as presented.

The motion was seconded by Ms. Knaggs.

Vote:

Traves	<u>Y</u>	Wood	<u>Y</u>
Biggins-Ramer	<u>Y</u>	Knaggs	<u>Y</u>
Approved	<u>4-0</u>		

The Court Reporter swore in all attendees.

Applications

1.	H24-11	Deborah Chapman	236 South Court Street	COA Revision
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Mr. Strehle recused himself from this case.

Mr. Dutton stated that the application was for the Hemmingway's site at 236 South Court Street. He noted that in June and November of 2024, the applicant had received approval from the Historic Preservation Board for façade changes and signage. Mr. Dutton stated that a few revisions had been proposed. He indicated that a minor revision of the projecting sign included a change in font and a more ornate bracket. He continued that a revision to the font of the wall sign was proposed. Mr. Dutton continued that a revision was proposed to the installed window sign including larger text and graphics. Additionally, he added that the sign covered more than half of the window surface, which was larger than was permitted by the Zoning Code. He stated that the applicant had filed for a variance with the Board of Zoning Appeals to exceed the window sign size.

Present for the case were Deborah Chapman, 236 South Court Street, and Dave Sterrett of Medina Signs, 411 West Smith Road. Mr. Sterrett stated that the wall sign was still the same size as what had been originally approved. He noted that the design of the sign was in process when it had been approved in 2024, and that the business owner had ultimately decided on a different font.

Ms. Traves asked if the wall sign met Zoning Code requirements. Mr. Dutton stated that both the wall and projecting signs were compliant. Ms. Biggins-Ramer inquired if there would still be two lights installed above the wall sign. Ms. Chapman stated that there would. Ms. Biggins-Ramer asked if the applicant was still intending to install the wooden door. Ms. Chapman stated she was, but was waiting until after interior construction was complete.

Ms. Biggins-Ramer made a motion to approve the revised wall sign with the updated font.

Ms. Traves seconded the motion.

Vote:

Wood	<u>Y</u>	Biggins-Ramer	<u>Y</u>
Knaggs	<u>Y</u>	Strehle	<u>Y</u>
Traves	<u>Y</u>		
Approved	<u>5-0</u>		

Ms. Biggins-Ramer made a motion to approve the projecting sign as presented, with the more ornate bracket, the circular shape, and the updated font.

Ms. Knaggs seconded the motion.

Vote:

Biggins-Ramer	<u>Y</u>	Knaggs	<u>Y</u>
Strehle	<u>Y</u>	Traves	<u>Y</u>
Wood	<u>Y</u>		
Approved	<u>5-0</u>		

Ms. Traves asked the applicant to explain why the window sign had been installed differently from the original approval. Mr. Sterrett stated that in between the sign's design and production phases, there had been a misunderstanding in the size. He stated that he had liked the larger sign size, as had the business owner.

Ms. Traves noted that the subject sign was the largest window sign on South Court Street. Mr. Sterrett noted that it was also the smallest window. Ms. Biggins-Ramer noted that the business also had a wall sign, which not every business had. There was a discussion as to the repetition of "Hemmingway's" in the window sign and the wall sign located directly above.

Mr. Wood stated that he thought it helped to have a larger window sign as the business was located in the basement of the building. Mr. Sterrett agreed with Mr. Wood and also stated that he felt the owners would be okay with removing "Hemmingway's" from the window sign.

Ms. Chapman stated that they had no plans for further signage and indicated that she was fine with removing "Hemmingway's" from the window sign.

Mr. Wood stated that the removal of "Hemmingway's" from the window sign would make the storefront look less busy. Ms. Knaggs stated that she appreciated the cohesiveness in the design of the façade and signage.

Ms. Biggins-Ramer reminded the applicant that the changes to the approved sign are required to be brought to the Board before installation rather than after.

Ms. Knaggs made a motion to approve the window sign with the condition that "Hemmingway's" be removed.

Mr. Wood seconded the motion.

Vote:

Wood	<u>Y</u>	Biggins-Ramer	<u>Y</u>
Knaggs	<u>Y</u>	Strehle	<u>Y</u>
Traves	<u>Y</u>		
Approved	<u>5-0</u>		

2. H25-01 Dave Sterrett 228 South Court Street CSP

Mr. Dutton stated that four window signs for Elements had been approved by the Board in March and June of 2024. He added that the current proposal was for a 2 sq. ft. projecting sign on the south side of the entrance. Mr. Dutton stated that, though the sign was noted at 7 ft. above grade, it would be the required 8 ft. above grade. Mr. Dutton stated that staff recommended approval of application H25-01 for the projecting sign.

Present for the case was Dave Sterrett of Medina Signs, 411 West Smith Road. Mr. Sterrett stated that he had attempted to apply for the projecting sign as part of the original application, but that it had not been in the business owner's budget. He added that he had been encouraging the owner to add the projecting sign and potentially remove some of the window signage. Mr. Sterrett stated that the sign was 12 in. by 24 in. with a solid bracket.

Ms. Knaggs made a motion to approve the proposed projecting sign for Elements.

Ms. Biggins-Ramer seconded the motion.

Vote:

Strehle	<u>Y</u>	Traves	<u>Y</u>
Wood	<u>Y</u>	Biggins-Ramer	<u>Y</u>
Knaggs	<u>Y</u>		
Approved	<u>5-0</u>		

Adjournment

Having no further business, the meeting was adjourned.

Respectfully submitted,

Sarah Tome

Leslie Traves, Chairwoman