



**CITY of MEDINA**  
**Historic Preservation Board**  
**Regular Meeting Minutes**  
**June 12, 2025**

Meeting Date: June 12, 2025

Meeting Time: 5:00 PM

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

Absent: Rebekah Knaggs, Patty Stahl

The Court Reporter swore in all attendees.

**Approval of Minutes**

Mr. Hutchinson made a motion to approve the minutes from May 8, 2025, as submitted.

The motion was seconded by Ms. Biggins-Ramer.

Vote:

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

**Applications**

1. H25-06 Jim Briola 213 South Court Street CSP

Mr. Dutton stated that the applicant was proposing to install a 15.3 sq. ft. wall sign on the front building façade. He added that the sign would be routed PVC and would be white, dark blue, and green in color. Mr. Dutton stated that staff recommended approval of application H25-06, as submitted.

Present for the case was Jim Briola of North Coast Sign and Lighting Services Inc., 310 North Broadway Street.

Ms. Traves asked if the applicant had samples of the colors for the Board to review. Mr. Briola stated that he did not have them at the meeting, but could drop them off. He added that the existing sign would be removed, the holes patched, and the building painted. Mr. Briola stated that he would then install a ¾" PVC sign with routed lettering.

Mr. Wood inquired if the building would be repainted in its existing colors. Mr. Briola stated that it would.

Ms. Biggins-Ramer informed the applicant that the Board usually requested that the applicant bring color samples, as electronic images did not always do a good job of representing the

colors. Ms. Biggins-Ramer asked if the applicant would need to bring the painting of the building before the Board. Mr. Dutton stated that, as they were proposing to repaint the building with the existing colors, no approval would be needed.

There was a discussion as to the green color of the proposed sign. After further discussion, Mr. Briola agreed to get color samples and return to the meeting.

The case was paused until Mr. Briola's return.

2. H25-07      Joann King      229 South Court Street      COA

Mr. Dutton stated that the building was occupied by Nibble and the sign band area had one large frame for a sign. He noted that the applicant proposed to reconfigure the sign band to include three framed areas with a sign located in the center. He added that the inset areas would be framed in Rake Moulding and utilize PVC material. Mr. Dutton stated that the front facade would be painted in the following colors:

- "Rosedust" – Within the three framed areas on the sign band, dental molding on upper portion of the sign band, and vertical inserts on the corbel.
- "Classical White" – The three frames on the sign band, two bands on the trim on the upper portion of the sign band, and details on the corbel.
- "Green Sage" – The sign band background, one band on the trim on the upper portion of the sign band, and the corbel background.

The Board was presented with samples of the proposed colors. Mr. Dutton stated that staff recommended approval of application H25-07, as submitted.

Present for the case was James Gaume, 522 Mill Street. Mr. Gaume described the construction process of the reconfigured sign band to the Board. He noted that the sign for Nibble would most likely be made smaller, as there would be less room in the center framed area.

There was a discussion as to the change of size for the sign. It was established that if the applicant changed the sign, Historic Preservation Board approval of the new sign would be required.

There was a discussion as to the painting of the brick columns of the storefront. Property owner, Ms. Joann King, 867 East Smith Road, stated that the columns would not be painted.

After discussion, Mr. Hutchinson made a motion to approve application H25-07, as submitted.

Mr. Wood seconded the motion.

Vote:

Hutchinson	<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. Hutchinson recused himself from the Historic Preservation Board for the application.

Mr. Dutton stated that the subject site, Bella Moxie, was relocating to the southwest corner of North Court Street and Friendship Street. He noted that the applicant was proposing to install the following signs:

- Wall Signs – A 29 sq. ft. sign on the north building elevation and a 7.5 sq. ft. sign on the east building elevation. Both signs were raised acrylic utilizing a black background with white letters.
- Projecting Sign – A 3 sq. ft. sign on the east building elevation with a black bracket and background and white letters.
- Window Signs – Seven signs on the north building elevation and around the front door totaling 14.8 sq. ft. and four signs on the east building elevation totaling 7.1 sq. ft. All proposed window signs were white vinyl.

Mr. Dutton stated that staff recommended approval of application H25-08, for wall, projecting, and window signs, as submitted.

Present for the case were Dave Sterrett of Medina Signs, 411 West Smith Road, and Kevin Hutchinson, 238 West Liberty Street. Mr. Sterrett stated that, on the north elevation, the wall sign would be a 29 sq. ft., shoebox style sign with an aluminum frame and face, designed to have no exposed fasteners on the wall. He noted that the projecting sign would be on the east side of the building and consist of a 30 in. frame with a 25 ¾ in. x 17 in. oval sign.

Mr. Sterrett stated that five small window signs were proposed facing West Friendship Street, with an additional four on the eastern façade windows, facing North Court Street. He stated that the window signs would be moved from the lower portion of the window to above the mullion, so as to avoid cluttering the glass. He noted that they were also requesting window signage that had been installed on the door and transom window. He added that they would also be adding the store’s hours to the door graphics. Mr. Sterrett presented the Board with samples of the sign materials and colors.

There was a discussion as to having “Bella Moxie” on both the door and transom window. Mr. Hutchinson stated that both signs served a different purpose, as the one on the door was for pedestrian traffic, while the one on the transom was designed for vehicular traffic.

After discussion, Ms. Biggins-Ramer made a motion to approve the Bella Moxie signage with the window decals on West Friendship Street and North Court Street relocated to the upper panes of glass.

Ms. Traves seconded the motion.

Vote:

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

Mr. Hutchinson rejoined the Board.

1.      H25-06              Jim Briola                      213 South Court Street                      CSP

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Mr. Briola rejoined the meeting, and application H25-06 was reopened. Mr. Briola presented a sample of the color, "Kilkenny", SW6740, to the Board. Mr. Wood thanked the applicant for providing the color sample and noted it was much greener than had appeared in the electronic file.

Mr. Hutchinson made a motion to approve application H25-06 for a sign, as presented.

Ms. Biggins-Ramer seconded the motion.

Vote:

Traves                      Y              Wood                      Y

Biggins-Ramer              Y              Hutchinson              Y

Strehle                      Y

Approved                      5-0

**Adjournment**

Having no further business, the meeting was adjourned.

Respectfully submitted,

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Sarah Tome

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Leslie Traves, Chairwoman