



**ARCHITECTURAL REVIEW AND HISTORIC PRESERVATION BOARD
MEETING MINUTES
MARCH 18, 2025**

1. CALL TO ORDER

Chairperson Ryan Hinricher called the meeting of the Architectural Review and Historic Preservation Board to order at 6:30 pm in the Commission Chambers of City Hall. A moment of silence was followed by the Pledge of Allegiance.

Quorum was declared present.

Present: Chairperson Ryan Hinricher, Vice-Chairperson Phil Baker; Board Members: Austin Arthur, Damon Brider and Amanda Daluga.

Absent: Board Members: Eric Rainsville (unexcused) and Jessica Stone (excused).

Staff Present: Planning Director Kelly Carson, Senior Planner Yvonne Conatser and Recording Secretary Colene Rivera.

Applicants: Glenn and Kristy Lynch of 110 S Main Street

2. APPROVAL OF MINUTES

Motion by Board Member Baker to approve the meeting minutes of February 18, 2025. Seconded by Board Member Daluga, the motion carried unanimously 4 – 0. (Damon Brider was not yet present during this meeting)

APPLICATION FOR CERTIFICATE OF APPROVAL

- 3. 110 S Main Street (Store Front and Awning)**
Glenn Lynch

6:32 pm (Damon Brider arrived to meeting)

Senior Planner Conatser presented a request for the address of 110 S Main Street to renovate the façade of the +/-7,996 sf building with entry doors, windows and a new awning. The subject property contains a two-story, 6,396 +/- square foot building and a one-story 1,600+/- square foot building that share a common wall. The buildings are contributing structures with the original two-story building being constructed in 1916 and expanded in 1920 to add the one-story commercial space. The buildings contain several businesses on the lower floors and an apartment on the second floor.

The owner, Mr. Glenn Lynch, plans to renovate the front façade of the building along S Main Street with new aluminum storefronts to include single light doors with kick plates and transom window detail in dark bronze. The single pane panel windows will match the kick plate and transom detail. The apartment entry door will be updated with a transom and solid detailed design with matching kick plate feature with a new aluminum awning with steel suspension rods connected to the building with back plates running the entire length of the front façade.

The renovation includes an awning in dark bronze and will match the new doors and window trim that run the entire length of the building. New small aluminum frame signage is proposed to hang from the new awning denoting the business entries. Each sign shall be externally lit. The stucco and block will be repaired and painted to match the existing building.

The entry to the one-story section of the property will remain the same as this area was not affected by termite damage and therefore does not required replacement. The second story renovation is limited to the replacement of the termite damaged window to match the existing six over six double hung sash windows with decorative trim with the existing black awnings will remain.

Board members inquired about lighting for the signage, outdoor seating of the restaurant business, awning styles on ground floor and second story, drainage from the ground floor overhang awning and sidewalk width. City staff and property owner responded to these inquires with lighting will be external, the two small tables and chairs will remain as is for the restaurant with no division/ barrier between seating and walkway, flat aluminum awning is a typical style and black fabric awnings on second floor will remain as is, discussed drainage from the flat aluminum awning and possible option of down spouts, width of sidewalk vs width of awning – both are approximately 6 foot wide.

This item was open to the public for comments. No comments from the public.

Motion by Board Member Daluga to approve the proposed façade improvements for 110 S Main Street as presented at this meeting with staff condition. Seconded by Board Member Brider, the motion carried unanimously 5 – 0.

Prior to adjournment, board members inquired about Heritage tree program and Bloom & Grow tree walk aspects as it relates to demolition of the property located at 107 and 121 S Highland Avenue? City staff explained the tree removed from this property was actually an overgrown Ficus tree which is an invasive species. The Bloom & Grow had placed this tree on the Tree Walk due to its unusual nature of being so large but it was not a heritage tree to be saved. City did discuss with Bloom & Grow organization prior to demolition and they were good with the removal of the tree. City does not stop removal of evasive trees in the jurisdiction.

4. ADJOURNMENT

There being no further business, the meeting was adjourned at 6:48 pm.

ATTEST:

/S/

Recording Secretary Colene Rivera

APPROVED:

/S/

Chairperson Ryan Hinricher