



**CITY OF DENISON
HISTORIC PRESERVATION BOARD MEETING
MINUTES**

Tuesday, March 19, 2024

1. CALL TO ORDER

Announce the presence of a quorum.

Chair Kirsten Solomon called the meeting to order at 12:00 p.m. Board Members present were Vice Chair Kurt Cichowski, Linda Anderson, Rhonda Borgne, and Steve Riley.

Staff present were Mary Tate, Director of Development; Donna Dow, Director of Main Street; Grant Yoder, Main Street Coordinator; Sam Patterson, Main Street Management Assistant; Kirk Kern, Jr., Chief Building Official; Robert Lay, Neighborhood Services Manager, and Karen L. Avery, Deputy City Clerk.

2. PUBLIC COMMENTS

No Request to Speak Cards were received at this point in the meeting. Therefore, no public comments were received.

3. ITEMS FOR INDIVIDUAL CONSIDERATION

- A. Receive a report, hold a discussion, and take action on approving the Minutes from the March 5, 2024, Meeting.

Board Action

On motion by Board Member Anderson, seconded by Vice Chair Cichowski, the Historic Preservation Board unanimously approved the March 5, 2024, Meeting Minutes.

- B. Receive a report, hold a discussion, and take action on a request for a Certificate of Appropriateness for the addition of new signage at 531 W. Crawford Street.

Board Action

Mary Tate, Director of Development, presented this agenda item. Ms. Tate stated that this request is for a Certificate of Appropriateness for a sign that is facing Crawford Street for Mells Grill. Ms. Tate stated that the proposed location is where the old sign was and now they have moved that around the corner to distinguish the two entrances. She stated that

the sign concept is “*M.E.C Mells Event Center.*” Ms. Tate stated that she noticed that there was a period missing after the “C” and she is unaware if that is intentional or not, but the owner did not address that. Ms. Tate stated that the sign is 4’ x 4’ and is an Outdoor Black Ultra Board and will be screwed into the brick. There is no intention to add any additional lighting as there is lighting on the building already. Ms. Tate stated that Applicant was unable to be present today since it is the lunch hour and he has the lunch crowd at the restaurant.

Board Member Anderson stated that she believes the sign is fine, however, she did have the same question as to whether or not there should be a period after the “C” or was that done intentionally. In response to Vice Chair Cichowski’s inquiry, Ms. Tate stated that the sign is the same size as the former sign. In response to Board Member Anderson’s inquiry, Ms. Tate stated that they are only requesting the one sign [and not signs on the other side of the building], noting that the other signs are already in place at the other entrance.

On motion by Vice Chair Cichowski, seconded by Board Member Anderson, the Historic Preservation Board unanimously approved a request for a Certificate of Appropriateness for the addition of new signage at 531 W. Crawford Street.

- C. Receive a report, hold a discussion, and take action on a request for a Certificate of Appropriateness to wash and clean the west elevation, repaint in the existing color, and add a new mural to the exterior of 316 W. Woodard Street.

Board Action

Mary Tate, Director of Development, presented this agenda item. Ms. Tate stated that this is a request for a Certificate of Appropriateness to wash and clean the west elevation, repaint in the existing color, and add a new mural to the exterior of 316 W. Woodard Street. Ms. Tate noted that this is the new location for the Denison Development Alliance (DDA) office space. Ms. Tate stated that she received a call from Mr. Toni Kaai at the DDA wanting to know if it was ok to go ahead and repaint the building since the contractor was there (at the time of the call). Ms. Tate stated that she informed him it was acceptable to do so and they washed and repainted the building over the weekend. She stated that she thought it would be acceptable because it was the existing color and she did not see there being any questions concerning that. Ms. Tate stated that the Board is only looking at the mural aspect and it is on the rear half of the building and quite colorful. Ms. Tate stated that the Design Committee has already approved it and they are aware of the funding that will need to be in place. Ms. Tate stated that she has discussed having some type of maintenance agreement prepared for the Applicant to sign so that maintenance requirements will be in place moving forward.

On motion by Board Member Borgne, seconded by Board Member Riley, the Historic Preservation Board unanimously approved a request for a Certificate of Appropriateness to wash and clean the west elevation, repaint in the existing color, and add a new mural to the exterior of 316 W. Woodard Street.

- D. Receive a report, hold a discussion, and take action on a request for a Certificate of Appropriateness for the addition of new window graphics at 517 W. Main Street.

Board Action

Mary Tate, Director of Development, presented this agenda item. Ms. Tate stated that this is a request for new vinyl window graphics at 517 W. Main Street for 517 Gallery, as well as the Denison Arts Council. Ms. Tate provided a rendering of the vinyl graphics and colors for the graphics. She stated that the graphics will be comprised of 3.5" white lettering with gold, green, purple, and maroon details. The west window will be 24" x 43" digital printed and laminated (517 Gallery) and the east window will be 24" x 39" digital printed and laminated (Denison Arts Council). Ms. Tate stated that the window requirements are of an appropriate size and staff recommends approval. Ms. Tate stated that the Applicant is not present to speak on the item. Board Member Anderson stated that she is delighted that the Arts Council presence in that block continues to grow and that there will be new graphics to identify and exemplify that things are growing and changing.

On motion by Vice Member Cichowski, seconded by Board Member Anderson, the Historic Preservation Board unanimously approved a request for a Certificate of Appropriateness for the addition of new window graphics at 517 W. Main Street.

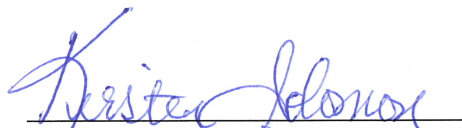
4. STAFF UPDATES

There were no staff updates.

Vice Chair Cichowski stated that he is pleased with the presence of all City staff here today, both Planning and Zoning staff and support staff. He expressed his appreciation for their attendance and answering the Board Member's questions.

5. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 12:10 p.m.


KIRSTEN SOLOMON, Chair

ATTEST:


Karen L. Avery, Deputy City Clerk