



MOUNT VERNON
HISTORICAL REVIEW COMMISSION
MINUTES • DECEMBER 14, 2023

Regular Meeting

Council Chambers

4:00 PM

40 Public Square, Mount Vernon, OH 43050

I. VIDEO BROADCASTING & RECORDING

The meeting videos are now being broadcast live and published on YouTube.com
<https://www.youtube.com/@cityofmountvernon3369>

II. CALL TO ORDER

Attendee Name	Title	Status
Tanner Salyers	Safety Service Director	Present
Jason West	Alt. Member	Excused
Anne Ellsworth	Member	Present
Eric Diehl	Alt. Member	Present
Lacey Filkins	Member	Present
Todd Hawkins	Member	Present
Sibley Poland	Member	Excused
Matthew T. Starr	Mayor, Chairman	Present
Austin Swallow	Member	Present

Others in attendance: Lacie Blankenhorn, City Development Services Manager; Brittany Whitney, Assistant City Law Director; Chad VanSickle; Jennifer Farmer; Michael Farmer; Cheryl Splain; Chad VanSickle; Mel Severns; James Mahan;

III. MINUTES APPROVAL

- Historical Review Commission - Regular Meeting - Jul 13, 2023 4:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Tanner Salyers, Safety Service Director
SECONDER:	Austin Swallow, Member
AYES:	Salyers, Ellsworth, Diehl, Filkins, Hawkins, Starr, Swallow
EXCUSED:	West, Poland

IV. HRC-ITEM NUMBERS

- 2023-HRC-14: 401 E High ST - Attached Garage Demo, Material and Color Changes

Blankenhorn introduced the case.

Jennifer & Michael Farmer were sworn in. J. Farmer explained their proposal to change the exterior surfaces and remove the rear portion of the home at 401 E High ST. The section proposed for removal was a 2-car garage that was added onto a time or two over the years. The existing portico will remain, but be rehabbed to be open. It was added on about years ago. The roof will be sloped to match the other back portico. The proposed new materials would be spruce colored CertainTeed Main Street vinyl siding with white trim, black porch floors and doors, and a textured charcoal gray Cedar Creek standing seam roof. The soffit needs to be rebuilt and new gutters hung. The white under the porch roofs will be maintained in a vertical material.

The Farmers have painted the house twice since owning it. M. Farmer noted the grime that they contend with from the roadway proximity. They intend to replace the sidewalk along park street now that the tree in the tree lawn was removed and they can regrade the land that was heaved by the tree.
 Mayor Starr asked how many units are in this structure. J. Farmer said 2.
 There was no further testimony and now outside communications received.
 Diehl made a motion to accept the changes as presented.

RESULT:	ACCEPT [UNANIMOUS]
MOVER:	Eric Diehl, Alt. Member
SECONDER:	Tanner Salyers, Safety Service Director
AYES:	Salyers, Ellsworth, Diehl, Filkins, Hawkins, Starr, Swallow
EXCUSED:	West, Poland

2. 2023-HRC15 - Bylaws

Mayor Starr explained the proposed By-laws that he would like to utilize for recruiting and training of new members as well as educating the public.
 Swallow made a motion to approve the bylaws.
 Discussion: Starr explained he worked with Mr. Broeren and Mrs. Blankenhorn to compile the proposed bylaws. Much of the content was taken right out of the Code and put in a format that is uniform with the other boards and commissions.

RESULT:	ACCEPT [UNANIMOUS]
MOVER:	Austin Swallow, Member
SECONDER:	Lacey Filkins, Member
AYES:	Salyers, Ellsworth, Diehl, Filkins, Hawkins, Starr, Swallow
EXCUSED:	West, Poland

V. ADJOURN

1. Adjourn Motion

Salyers made a motion to adjourn the meeting, Diehl seconded and the meeting was adjourned at 4:13 PM

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tanner Salyers, Safety Service Director
SECONDER:	Eric Diehl, Alt. Member
AYES:	Salyers, Ellsworth, Diehl, Filkins, Hawkins, Starr, Swallow
EXCUSED:	West, Poland



Historical Review Commission
40 Public Square
Mount Vernon, OH 43050

Meeting: 12/14/23 4:00 PM
Dept: Historical Review Commission

SCHEDULED

Category: N/A
Prepared By: Lacie Blankenhorn
Initiator: Lacie Blankenhorn

HRC-ITEM NUMBER (ID # 3912)

DOC ID: 3912

2023-HRC-14: 401 E HIGH ST - ATTACHED GARAGE DEMO, MATERIAL AND COLOR CHANGES

Jennifer Farmer proposes the following exterior changes:

- remove the attached garage/rec room addition
- vinyl siding
 - o Charcoal Gray, White Trim - example: Sherwin Willaims Iron Ore
- Standing seam metal roof
 - o Neutral mid-tone to dark color (Light Gray) - example: Sherwin Williams Quest Gray

COMMENTS - Current Meeting:

Blankenhorn introduced the case.

Jennifer & Michael Farmer were sworn in. J. Farmer explained their proposal to change the exterior surfaces and remove the rear portion of the home at 401 E High ST. The section proposed for removal was a 2-car garage that was added onto a time or two over the years. The existing portico will remain, but be rehabbed to be open. It was added on about years ago. The roof will be sloped to match the other back portico. The proposed new materials would be spruce colored CertainTeed Main Street vinyl siding with white trim, black porch floors and doors, and a textured charcoal gray Cedar Creek standing seam roof. The soffit needs to be rebuilt and new gutters hung. The white under the porch roofs will be maintained in a vertical material.

The Farmers have painted the house twice since owning it. M. Farmer noted the grime that they contend with from the roadway proximity. They intend to replace the sidewalk along park street now that the tree in the tree lawn was removed and they can regrade the land that was heaved by the tree.

Mayor Starr asked how many units are in this structure. J. Farmer said 2.

There was no further testimony and now outside communications received.

Diehl made a motion to accept the changes as presented.

RESULT: ACCEPT [UNANIMOUS]
MOVER: Eric Diehl, Alt. Member
SECONDER: Tanner Salyers, Safety Service Director
AYES: Salyers, Ellsworth, Diehl, Filkins, Hawkins, Starr, Swallow
EXCUSED: Jason West, Sibley Poland



City of Mount Vernon, Ohio
Historic Review Commission

Mount Vernon

Application for Certificate of Appropriateness

Applicant:

Name: Jennifer K Farmer
Address: 16957 Lower Gambier Rd, Mount Vernon
Email: 4272000@GMAIL.COM Phone: 740-427-2000

Site Information:

Address: 401 E High St
Parcel Number: 66-06722.000 Deed Volume and Page: _____
Zoning District: R3
Owner: Michael E + Jennifer K Farmer
Address: ABOVE

Project Description: We are requesting permission to remove attached garage/rec room addition. We want to side the home with a charcoal colored siding. Roof to be replaced with standing seam metal in a neutral mid-tone to dark color. Landscaping to be refurbished & repairs made as necessary to porches

Site plans, building elevations, renderings, and any other drawings, details, or brochures, as well as the detailed narrative statements must be attached to this application.

Projects that required a Public Hearing require a \$75.00 deposit. Applicant will be billed for any costs which exceed the deposit. General maintenance projects typically do not require a Public Hearing.

Applicant hereby certifies that the information submitted on this application and on any sketches, drawings or other documents required to be submitted with the application are true and exact.

Jennifer K Farmer
Signature of Applicant

9-26-23
Date

FOR OFFICIAL USE ONLY

Case No.: _____



Attachment: 401 E High back demo closest structure (3912 : 2023-Hrc-14)



Attachment: park st view-demo on far left (3912 : 2023-Hrc-14)

Created with

Sherwin-Williams
COLORSNAP VISUALIZER

4.1.d

Attachment:

ORIGINAL

✓ FEATURED IN SCENE

✓ FEATURED IN SCENE

SW 7080
Quest Gray
Locator Number: 227

Packet Pg. 8

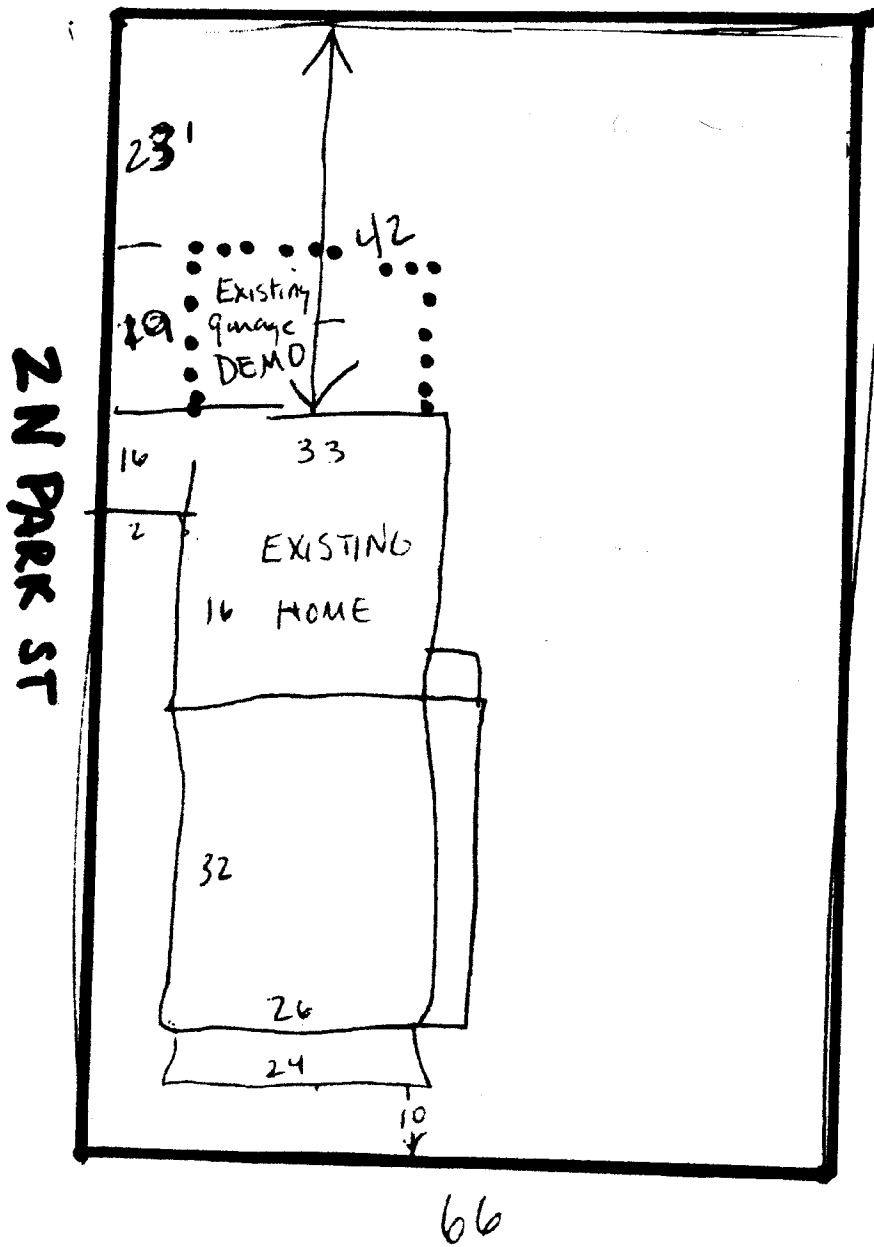


SHERWIN-WILLIAMS.

Please note that any color shown on this visualization is not a guarantee. Prior to purchase, please view a physical color chip, color card, or painted sample.

Sherwin-Williams is not responsible for the content and photos shared by users of their color selection tools.

401 E HIGH



401 EAST HIGH ST

Attachment: sketch with no garage addition (3912 : 2023-Hirc-14)



Historical Review Commission
40 Public Square
Mount Vernon, OH 43050

Meeting: 12/14/23 4:00 PM
Dept: Historical Review Commission

SCHEDULED

Category: N/A
Prepared By: Lacie Blankenhorn
Initiator: Lacie Blankenhorn

HRC-ITEM NUMBER (ID # 3913)

DOC ID: 3913

2023-HRC15 - BYLAWS

Consider proposed Bylaws for adoption.

COMMENTS - Current Meeting:

Mayor Starr explained the proposed By-laws that he would like to utilize for recruiting and training of new members as well as educating the public.

Swallow made a motion to approve the bylaws.

Discussion: Starr explained he worked with Mr. Broeren and Mrs. Blankenhorn to compile the proposed bylaws. Much of the content was taken right out of the Code and put in a format that is uniform with the other boards and commissions.

RESULT: ACCEPT [UNANIMOUS]
MOVER: Austin Swallow, Member
SECONDER: Lacey Filkins, Member
AYES: Salyers, Ellsworth, Diehl, Filkins, Hawkins, Starr, Swallow
EXCUSED: Jason West, Sibley Poland



BYLAWS OF THE

Historical Review Commission for the City of Mount Vernon, Ohio

ARTICLE 1. NAME

The name of the board is *HISTORICAL REVIEW COMMISSION*.

ARTICLE 2. PURPOSE AND DUTIES

- (A) The Historical Review Commission in deciding whether to issue a certificate of appropriateness, shall determine that the application under consideration promotes, preserves and enhances the distinctive historical character of the community and would not be at variance with existing structures within that portion of the district in which the structure is or is proposed to be located as to be detrimental to the interests of the Districts as set forth in Section [1172.01](#).
- (B) The Historical Review Commission will determine which structures qualify for historical or architectural significance and thus are eligible for an extended Community Reinvestment Area (CRA) exemption. No dwellings that are taxed as commercial property pursuant to Ohio Revised Code Section 5713.041 shall be eligible for additional years of exemption. (Ordinance 2022-26; Passed 8/22/22).

ARTICLE 3. MEMBERSHIP

- (A) The Historical Review Commission shall consist of members of the Municipal Planning Commission plus two additional members appointed annually by the Mayor and confirmed by City Council. These two additional members shall represent the Historical Districts and at least one of them shall be a resident freeholder from within the Districts.
- (B) The Mayor shall also appoint one alternate member, with the approval of City Council, who may be called upon to hear matters before the Historical Review Commission if a member is unavailable or has a conflict of interest. Each appointed member shall serve until his or her successor is appointed and

qualified.

- (C) The Mayor, with the approval of City Council, shall fill any vacancies in the Historical Commission by appointing a new member to the unexpired term of the previous member. An attempt shall be made to appoint such additional members from fields or professions related to historic preservation, architecture, building inspection, City planning, or similar directly related fields. (Updated Ord. 2017-18. Passed 5-22-17.)
- (D) Members of the Historical Review Commission shall serve without pay. (Ord. 1990-11. Passed 4-16-90.)
- (E) An individual board member may not act in an official capacity except through the action of the board.
- (F) Members are expected to let the City Clerk know if there are any conflicts of interest regarding the business set forth on the agenda or that may arise in a meeting.
- (G) Attendance - members are expected to let the City Clerk know if they are not able to attend the meetings.
- (H) The chair, or in his absence the vice-chair, shall advise Council by letter if any Historical Review Commission member has absented himself from all meetings held during any period of ninety consecutive days or who has absented himself from a total of one-fourth of the regular meetings during a calendar year. Council shall consider removing such a member.
- (I) A member who seeks to resign from the Commission shall submit a written resignation to their appointing authority. If possible, the resignation should allow for a thirty day notice so the appointing authority can appoint a replacement.

ARTICLE 4. OFFICERS

- (A) The officers of the board shall consist of the Mayor as chair and the Safety-Service Director as vice-chair.

ARTICLE 5. DUTIES OF OFFICERS

- (A) The chair shall preside at board meetings.
- (B) In the absence of the chair, the vice-chair shall perform all duties of the chair.

ARTICLE 6. AGENDAS Upon receipt of an application for a certificate of appropriateness, which is accompanied by the material required by the provisions of subsection [1172.03\(b\)](#) of the codified ordinances of the City of Mount Vernon, the Zoning Enforcement Officer or his designee shall place the application on the agenda for the Historical Review Commission at its next regular meeting following ten days from the date the application is filed. The Zoning Enforcement Officer (or designee) shall further cause to be published in a newspaper of general circulation in the City, a public notice of the scheduled hearing of the application together with a general description of the nature of the application. The applicant shall be notified by mail of the date of the hearing.

(A) In addition, there shall be a notice placard posted on the subject property stating that an application has been filed and the date of the hearing. (Ord. 2005-34. Passed 12-12-05.)

(B) Agendas are published on the City's website.

ARTICLE 7. MEETINGS

(A) The Commission meetings shall comply with the Ohio Open Meetings Act (ORC 121.22).

(B) Commission meetings shall be governed by Robert's Rules of Order.

(C) The Commission may not conduct an executive session without the approval of the Law Director.

(D) The Commission shall meet monthly on the second Thursday of the month at 4:00 p.m. in Council Chambers (40 Public Square) or when it is required to meet in order to comply with a legal deadline. No later than December of each year, the board shall adopt a schedule of the meetings for the upcoming year, including makeup meeting dates for the holidays and canceled meetings.

(E) The chair may call a special meeting, and the chair shall call a special meeting if requested by three or more members. The call shall state the purpose of the meeting.

(F) Four members constitute a quorum.

(G) If a quorum for a meeting does not convene within twenty (20) minutes of the posted time for the meeting, then the meeting may not be held.

(H) To be effective, a board action must be adopted by an affirmative vote of the

majority of the members present.

- (I) The Historical Review Commission may allow time for public comments during the meeting. The Chair may limit the length of time of any individual speaker.
- (J) The Zoning Enforcement Officer (or designee) shall prepare the Commission minutes. The minutes of each Commission meeting must include the vote of each member on each item before the Commission and indicate whether a member is absent or failed to vote on an item.
- (K) The City shall retain documents of the Historical Review Commission pursuant to its written records retention policy as approved by the Ohio History Connection.
- (L) Each person and Commission member attending a Commission meeting should act appropriately and professionally.

ARTICLE 8. PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order shall govern the board in all cases to which they are applicable, except when inconsistent with these bylaws.

ARTICLE 9. AMENDMENT OF BYLAWS

A bylaw amendment is not effective unless approved by a majority of the Historical Review Commission. Amendments do not apply to those provisions outlined in the State of Ohio Statutory requirements as set forth in the Ohio Revised Code.

The Historical Review Commission bylaws were approved by the Historical Review Commission meeting held on _____(date/time) at MOUNT VERNON CITY HALL, 40 PUBLIC SQUARE, MOUNT VERNON, OHIO (location) .

(Signature of Historical Review Commission Chair)

Historical Review Commission members present: