

5-25-23

DOWNTOWN REVIEW BOARD

May 24, 2023

5:30 P.M.

1100 Frederick, Council Chamber, City Hall

MINUTES

CITY CLERK

2023 MAY 25 AM 10:29

	<u>Name</u>	<u>Members' Term Attendance</u> (mtgs attended-mtgs absent)	<u>End of Current Term of Office</u>
<b>MEMBERS PRESENT:</b>	Lonnie Bass	(07-03)	08/31/24
	Max Guenther	(03-01)	07/25/25
	Michael Olinger	(05-02)	03/09/26
	Ron Olinger	(04-00)	03/07/25
	Sara Markt	(06-01)	07/27/23
<b>MEMBERS ABSENT:</b>	Rebecca Thacker	(09-03)	02/25/25
	Jackson Connors	(04-06)	09/23/22
	Cristin Coffman	(09-04)	05/21/24
	Jeff Waggoner	(01-00)	05/15/26
<b>STAFF PRESENT:</b>	Brandon Kanoy, City Planner		
	Josh Emberton, Assistant City Attorney		
	Jason Soper, Assistant City Attorney		
	Kim Schutte, Historic Preservation Planner		

Markt called the meeting to order at 5:30pm.

Markt read the rules of conduct.

**ROLL CALL: Markt-present, Bass-present, M Olinger-present, Thacker-absent, Guenther-present, Coffman-absent, R Olinger -present, Connors-absent, Waggoner -- absent**

Quorum is present. Five members constitute a quorum.

**APPROVAL OF MINUTES – May 3, 2023**

R. Olinger made a motion to approve the minutes. Bass seconded.

**VOTE: Markt-aye, Bass-aye, M Olinger-aye, Guenther-aye, R Olinger -aye**  
**Ayes – 5, Nays – 0, Abstain -0. Minutes approved.**

Kanoy stated there were no adjustments or postponements to the agenda.

**Item 1. Certificate of Appropriateness – A request for approval of a Certificate of Appropriateness to replace windows above the front door and on the second level of the property located at 513 Francis as requested by Mike Olinger.**

Kanoy gave the staff report.

There was discussion among the board members and staff regarding the item.

Public hearing portion of the meeting opened.

No one spoke in favor of the item.

No one spoke in opposition to the item.

Public hearing portion of the meeting closed.

Discussion was held between board members and staff regarding the item.

Bass made a motion to table the request. Guenther seconded.

**VOTE: Markt-aye, Bass-aye, M Olinger-aye, Guenther-aye, R Olinger -aye  
Ayes – 5, Nays – 0, Abstain -0. Motion to table approved.**

**Item 2. Certificate of Appropriateness – A request for approval of a Certificate of Appropriateness to approve two canopies constructed on the property at 620 Edmond as requested by Lance Taylor Contracting by DeAna Marriott.**

Kanoy gave the staff report.

There was discussion among the board members and staff regarding the item.

Public hearing portion of the meeting opened.

Lance Taylor, 2907 Sherman, spoke in favor of the item.

No one spoke in opposition to the item.

Public hearing portion of the meeting closed.

Discussion was held between board members and staff regarding the item.

M. Olinger made a motion to approve the request as presented. Guenther seconded.

**VOTE: Markt-aye, Bass-aye, M Olinger-aye, Guenther-aye, R Olinger -aye  
Ayes – 5, Nays – 0, Abstain -0. Motion Approved**

Kanoy gave a brief preview of items coming before the Board in the future.

The meeting was adjourned at 5:40 p.m.

Minutes respectfully submitted by Kim Schutte