



**HISTORIC DOWNTOWN ADVISORY COMMISSION  
MEETING MINUTES  
THURSDAY, JUNE 23, 2022**

**CALL TO ORDER/ROLL CALL**

Chairman Tom Coffey called a meeting of the Historic Downtown Advisory Commission to order on Thursday, June 23, 2022 at 6:08 p.m. Commissioners present included Brad Coomes, Deb Howell, Tom Coffey, Larry Coolidge (arrived at 6:25 p.m.) and Steve Reynolds, Architectural Advisor. Commissioner Erin Wesson was excused as absent. Also present were Claudia Husak, Planning Director; Elise Schellin, Development Planner; and Pam Friend, Administrative Assistant.

**HEARING OF VISITORS FOR ITEMS NOT ON THE AGENDA**

Chairman Coffey opened the floor to visitors for items not on the Agenda. Hearing none he closed this portion of the meeting.

**APPROVAL OF MINUTES**

Chairman Coffey stated that the November 18, 2021 appeared to be incomplete and therefore would be approved at the next meeting of the Historic Downtown Advisory Commission.

**NEW CASES**

**CERTIFICATE OF APPROPRIATENESS (Case 2022-15CA)**

**Applicant:** Todd & Beth Erdy  
**Location:** 137 N Liberty St  
**Zoning:** DR – Downtown Residence District  
**Request:** Review and approval of a garage renovation including the installation of new windows, doors, and roofing.

Elise Schellin, Development Planner gave the Staff Report and recommended approval of the Certificate of Appropriateness.

Steve Reynolds, Architectural Advisor gave the architectural review and recommendations.

Todd & Beth Erdy gave a presentation on the request and their desire to live in downtown Powell.

Chairman Coffey opened the floor for public comment on the project. Hearing none he closed public comment. He then turned the case over to the Commission for discussion.

Commissioner Coomes said the application states replacement of windows would be like what is currently there, however the applicant mentioned vinyl. He is questioning if there would be an issue with vinyl windows. He also asked if the garage is visible from the road.

Mr. Erdy said the current windows are metal crank windows. They would like to update with a similar style that would slide. They plan to use vinyl instead of the metal. The windows, gutters and doors will all be black. He stated the windows they are looking at are consistent with most of the windows downtown. He said the garage is about 250 feet from the road.

Ms. Schellin stated Carmendy Station is also proposing vinyl windows and they are not called out in the Powell Architectural guidelines and Staff is hoping for a discussion to determine if vinyl as a material would be consistent with the guidelines.

Chairman Coffey stated vinyl has been used as a window type for some time and he does not have an issue with it.

Mr. Reynolds stated on an auxiliary building a vinyl window would be an acceptable use.

Commissioner Howell stated she does not have a problem with vinyl windows and feels any improvements to the property will be a good thing.

Commissioner Coffey stated the guidelines are specific on a half round if replacing the gutters.

Ms. Schellin stated while it is a precedent of what has been replaced in the Historical District, it is not in the guidelines.

Commissioner Coolidge stated he trusts the applicants will do a good job updating the property and he appreciates individuals showing interest in preserving or improving properties in downtown. He added the half round gutters are an inexpensive historic detail.

MOTION: Commissioner Coomes moved to approve a Certificate of Appropriateness for the property located at 137 N. Liberty Street as represented by Todd & Beth Erdy. Commissioner Howell seconded the motion. By unanimous consent the motion passed.

Vote: Y – 4                      N – 0

**CERTIFICATE OF APPROPRIATENESS (Case 2022-9CA)**

**Applicant:**     Hristina Panovska / Gra+D Architects  
**Location:**     50 W Olentangy St  
**Zoning:**        DB – Downtown Business District  
**Request:**       Review and approval of exterior building and property improvements.

Claudia Husak, Planning Director, asked if Commissioner Coolidge had any conflict of interest in this application. She reviewed the Roberts Rules of Order and the ideal situation would be for him to recuse himself and not participate in the conversation.

Commissioner Coolidge stated he believed he had the right to make comments but could not vote on it. He does not have ownership in the building, but was the realtor and is friends with the current owners.

Elise Schellin, Development Planner, gave the Staff report and recommended approval of the Certificate of Appropriateness.



Steve Reynolds, Architectural Advisor gave the architectural report and provided recommendations.

Andrew Rosenthal and Jenine Monks gave a presentation on behalf of the applicant, who was unable to attend the meeting.

Chairman Coffey opened the floor for public comment on the project. He offered Commissioner Coolidge the floor to give public comment regarding the matter.

Commissioner Coolidge stated Kevin Knight is a purist and is concerned about restoring close to its original form in 1908. He stated its going to be a tequila bar run by a nice young couple. As far as the details there is not a lot of changes to the exterior of the building. He also stated the building was sitting empty and deteriorating. He asked the owner if he wanted to sell and connected him with Kevin Knight.

Chairman Coffey asked if there was further public comment. Hearing none he closed public comment and turned the case over to the Commission for discussion.

Commissioner Coomes asked if there are current roof top units in the back and if the duct work goes above the roof.

Mr. Rosenthal responded the need for heating and cooling in the current state is minimal, more like a residential system and the new use is significantly larger. He said duct work goes below the ceiling height.

Commissioner Coomes asked if there is anything in the Architectural Guidelines regarding exposed duct being outside and are there any existing in the downtown area.

Ms. Schellin stated it is not in the guidelines.

Mr. Rosenthal stated the alternative would be to put the equipment on the shed roof, which they felt has a lot of visibility. They are looking to use a Thermaduct outdoor duct system that is a white insulated prefabricated product with a minimal footprint.

Chairman Coffey stated those types of decisions can be made with Staff.

Commissioner Coomes asked what the process is for items that are not answered yet, how are those items approved.

Ms. Schellin stated the Commission has two options where they can either approve the Certificate of Appropriateness with conditions that items are consistent with the Powell Architectural Guidelines and meet Staff's approval. Staff will approve them when they go through the permitting process. The other option is to approve certain aspects of the plan or table the Certificate of Appropriateness until more detail is submitted.

Commissioner Howell asked if it would come back to the Commission for final approval and this is just approval for the Certificate of Appropriateness. She also stated she is comfortable with Kevin Knight overseeing the project.

Ms. Schellin stated the Certificate of Appropriateness is all that is required per Code for this case.

Chairman Coffey stated he thought this was a Sketch Plan Review due to the lack of details.

Mr. Rosenthal stated Kevin Knight's thoughts are that they are matching what is existing, like where you would normally see trim details they are just matching existing. He wants to restore it to the original form.

Commissioner Coomes stated he is concerned about granting the Certificate of Appropriateness and then the applicant does not follow through on the items giving the Commission no recourse.

Mr. Rosenthal stated typically you would get the Certificate of Appropriateness for the business and then Staff would review for approval of items during permitting.

Chairman Coffey stated it would be the Building Department not the Zoning Department reviewing the permits.

Ms. Schellin stated once they receive approval of a Certificate of Appropriateness with the conditions then Staff would work with the applicant and Steve Reynolds to be sure everything is consistent with Architectural Guidelines and your discussion tonight. Staff reviews Zoning Certificates for every project in the City and if Staff is not comfortable with it then their permit would be denied.

Commissioner Coolidge stated the Commission or Staff can request items to be done that the applicant must bring back to Staff.

Chairman Coffey stated his concern was in regards to the duct work, exhaust fan, lighting and the west side door. He stated they could make those a condition as part of the approval of the Certificate of Appropriateness. He discussed his concern about the grease trap, which the applicant stated their preference would be that it is inside. He also stated that he does not want to hold up the project, but wishes they could have seen more detail. He does feel comfortable with the owner, Staff and the input from Steve Reynolds that they could move forward with a motion.

MOTION: Commissioner Coomes moved to approve a Certificate of Appropriateness for 50 W. Olentangy Street as represented by Gra+D Architects with the following conditions:

1. Staff approval of exterior lighting;
2. Staff approval of the west side door style and detail;
3. Staff to approve the type of duct work used.

Commissioner Howell seconded the motion. By unanimous consent the motion passed.

Vote: Y – 3                      N – 0                      Commissioner Coolidge recused.



**CERTIFICATE OF APPROPRIATENESS (Case 2022-14CA)**

**Applicant:** Taylor Houvig, Jones Studio  
**Location:** 233 S Liberty St  
**Zoning:** DB – Downtown Business District  
**Request:** Review and recommendation of approval to Planning and Zoning Commission of the architectural elements of five residential units in two condo buildings on ±1.5 acres.

Elise Schellin gave the Staff Report and stated Planning and Zoning Commission asked the Historic Downtown Advisory Commission to review the proposal and make a recommendation of approval or denial regarding the Architectural elements of the project to the Planning & Zoning Commission for a Certificate of Appropriateness.

Chairman Coffey stated that is a bit confusing and asked for an explanation on the recommendation.

Claudia Husak stated Chairman Coffey had mentioned Sketch Plan Review earlier and she explained the Sketch Plans that HDAC has seen in the past came out of applications to the Planning & Zoning Commission. HDAC provides comments not an action on those where either Planning & Zoning or City Council has the final vote. She and Elise have analyzed the processes within the Zoning Code and found this HDAC review has not been applied in accordance with the Code. She said when an application is the ultimate purview of the Planning & Zoning Commission and City Council there is a step for HDAC to weigh in and actually be a recommending body on architecture. The Code reads that it ought to be a vote of recommendation to the Planning and Zoning Commission by HDAC.

Chairman Coffey feels they have done this in the past and questioned whether it is or is not a Certificate of Appropriateness.

Ms. Husak stated a Certificate of Appropriateness is the only application that can come before HDAC formally, so that is what this is, but the Planning & Zoning Commission is looking for a recommendation voted on by HDAC. When the Planning & Zoning Commission is looking at an amendment to a Final Development Plan the Appropriateness Certificate coming out of a recommendation of the review by HDAC will get incorporated into the review by the Planning & Zoning Commission.

Commissioner Coomes asked if this is a different procedure than the previous two cases the Commission just heard.

Ms. Schellin stated the Historic Downtown Advisory Commission was making the final approval for the previous two cases. On this case, HDAC is in an advisory capacity to the Planning & Zoning Commission. Also, the other two cases did not have to go through the Planning & Zoning Commission.

Chairman Coffey asked Commissioner Coolidge if he would recuse himself from this case. He also said he wanted it on the record that Commissioner Coolidge could make comments during the Public Comment portion.

Ms. Schellin then continued giving the Staff report on the case.

Steve Reynolds, Architectural Advisor gave the architectural report and recommendations.

The architect, Brian Marzich and Dave Carmendy the property owner gave a presentation on the project.

Chairman Coffey asked if the live/work concept is still part of the plan as it appears that way on the front right units with the one on the left being more of a residential.

Mr. Marzich said the unit in the middle is set up with the living space on the second floor and garage/flex space on the first floor. He said the far right unit is more of a traditional family home with a flex room that could be used for an office

Chairman Coffey said he does not see a lot of change to the project. He asked what changes have been made since the previous HDAC review.

Mr. Marzich and Mr. Carmendy discussed the buildings shifting back to fit on the property differently due to utility easements. Mr. Marzich said the moves were made with constructability in mind.

Commissioner Howell said Staff mentioned the color palette between the two buildings and she wondered if there is a way to tie them together.

Mr. Marzich said they could make a change to the center unit and the detached two unit building could be more similar. He said the siding is a Hardy product. They are hoping the windows can be a high quality vinyl window.

Commissioner Howell discussed the type of windows that are on the property that houses Liberty Tavern. It was agreed they are most likely vinyl clad windows. She feels this project will be a nice addition to the area.

Chairman Coffey opened the floor for public comment on the project. He offered to let Commissioner Coolidge give public comment regarding the matter.

Commissioner Coolidge said it's a nice project and the two sets of drawings tonight are some of the best they've seen for review as far as details. He feels it will be a big asset to the community.

Chairman Coffey asked if there was any additional public comment. Hearing none he closed the public comment portion and turned to the Commission for final thoughts.

Commissioner Howell is fine with the project and thinks it will be a great addition to the area.

Commissioner Coomes asked if there is enough parking for the units.

Mr. Carmendy stated there is plenty of parking behind the units, along the drive and after hours near the electrical shop and Mr. Marzich stated each unit has its own two car garage and then there is three dedicated guest spaces for parking.



Commissioner Coomes asked about what type of signage is planned and asked about Staff's comment that there be consistency with the windows. It appears there are two over two windows and then solid pain windows.

Mr. Carmendy said in the live/work units there could be some type of signage. Commissioner Coolidge said it is more of a home occupancy situation than a business. Mr. Carmendy also pointed out that each unit has a full basement.

Mr. Reynolds said he did give comments that the windows should be consistent. Mr. Marzich said on the three unit building the windows that do not have grids would be designated work spaces.

Commissioner Coomes stated his preference would be not to have the window over the door. Chairman Coffey said he is ok with the transom above the door to let more light in. Mr. Marzich said traditionally you might even see an address in the transom. He said the whole assembly keeps the proportion historically accurate.

Chairman Coffey is excited about this coming back. He asked if the Planning & Zoning Commission would address the lighting plan and Ms. Schellin said it would. He talked about the copula tying in to the existing building.

MOTION: Commissioner Coffey moved to recommend approval to the Planning & Zoning Commission for a Certificate of Appropriateness for 233 S. Liberty Street as represented by Jones Studio with the following conditions:

1. The color palette be more consistent between the two buildings, and the applicant consider incorporating the same colors into both buildings;
2. The Architectural Advisor comments regarding massing should be addressed;
3. The applicant provide lamp post detail.

Commissioner Howell seconded the motion. By unanimous consent the motion passed.

Vote: Y – 3      N – 0      Commissioner Coolidge recused.

#### STAFF ITEMS

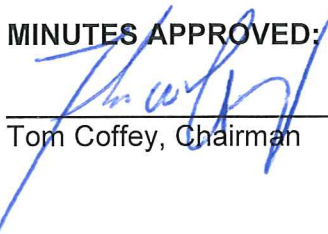
Chairman Coffey presented a proclamation to Commissioner Deb Howell for her many years of service on the Historic Downtown Advisory Commission.

#### ADJOURNMENT

Chairman Coffey moved to adjourn the meeting. Commissioner Coolidge seconded the motion. By unanimous consent the meeting adjourned at 7:49 p.m.

Next meeting: July 21, 2022

MINUTES APPROVED:

  
Tom Coffey, Chairman

  
Date

Pam Friend, Admin. Assistant

  
Date

