

**MINUTES OF A MEETING OF THE
FORT THOMAS DESIGN REVIEW BOARD
HELD AT THE FORT THOMAS COMMUNITY CENTER
ON THURSDAY, MARCH 23, 2023
6:00 P.M.**

PRESENT: Jeffrey Sackenheim, Chair
Barb Thomas
Barry Petracco
Pat Hagerty, Secretary

ABSENT: Lori Wendling
Mark Thurnauer, Vice Chair

ALSO PRESENT: Sam Shelton, City Administrative Assistant
Cheri Scherpenberg, G.S. Administrative Assistant

Jeffrey Sackenheim presided and called the meeting to order at 6:00 P.M.

MINUTES – February 23, 2023. An extension was requested due to the relocation from the Armory to the renovated City Building.

NEW BUSINESS: Grow Grant Applicants 2023

Sam Shelton provided an introduction of the grow grant application and clarified that the Design Review Board reviews design aspects and that the monetary approval does not fall under DRB purview.

16 N. Fort Thomas Avenue

Litsa Spanos, Applicant
ADC Fine Art
Signage

Litsa Spanos with ADC Fine Art informed the board that the gallery would like to replace the insert of the current sign on the building. They are seeking current signage that represents their business along with new windows, a planter and a new door with signage. Litsa also proposed mounting a monitor in the window to highlight inspirational photos, art and framing.

Members of the board discussed aspects that qualify as illuminated signage as well as the amount of signage in a window permitted per linear square foot.

It was decided that the TV/Illuminated Sign would need to be reviewed and discussed with the Zoning Administrator and brought back before the board at a future date if desired.

With minimal discussion, a motion was made by Barb Thomas and seconded by Pat Hagerty to approve the Certificate of Appropriateness. The Certificate of Appropriateness application for signage, planter, new

glass in the existing window frames, new doors and signage on the door was approved as submitted. Motion carried 4-0.

18 N. Ft. Thomas Ave.

Leticia Messmer, Applicant
Comal
Signage

Leticia Messmer with Comal is requesting a protruding LED illuminated sign, 36in. in diameter with the restaurant name and logo for her business located at 18 N. Ft. Thomas Ave. The sign would be the same height as the pharmacy sign next door creating uniformity. She is hoping to gain more visibility and gain traffic for their location.

With minimal discussion, a motion was made by Barry Petracco and seconded by Pat Hagerty to approve the Certificate of Appropriateness. The Certificate of Appropriateness application for signage was approved as submitted. Motion carried 4-0.

18 N. Ft. Thomas Avenue

Maury Watson, Applicant
Uniquely Bold Bridal & Formal
Awning & Window Tinting

Maury Watson with Uniquely Bold Bridal and Formal was in attendance to request an awning and window tinting for her business located in the rear of the building at 18 N. Ft. Thomas Ave. She stated that the sun streaming through the window is damaging the merchandise. She also feels the tinting would help with the efficiency of the heating and AC. Maury Watson is also asking for approval of an awning to draw attention to the entrance of her location.

With minimal discussion, a motion was made by Pat Hagerty and seconded by Barry Petracco to approve the Certificate of Appropriateness. The Certificate of Appropriateness application for an awning and window tinting was approved as submitted. Motion carried 4-0.

2221 Memorial Pkwy.

Lee Witte, Applicant
FT Funding PLC Hometown Mortgage
Exterior Repairs, Downspouts, Concrete & Railings

Lee Witte, owner of Hometown Mortgage is looking to repair the front and back porch of the property at 2221 Memorial Pkwy. Mr. Witte is a new owner and would like to make improvements. Lee Witte plans on fixing the chimney with tuck pointing, secure loose lattice work on the side of the building and replace deck boards. After inspection, it was determined that the downspouts and the concrete are in fair condition and do not need repair. This property is outside of the purview of the Design Review Board and is seeking approval for the Grow Grant.

With minimal discussion, a motion was made by Barb Thomas and seconded by Pat Hagerty to approve the Certificate of Appropriateness. The Certificate of Appropriateness application for exterior repairs, downspouts, and railings was approved as submitted. Motion carried 4-0.

Adjournment

With no further business to address, a motion was made by Barry Petracco and seconded by Pat Hagerty to adjourn the meeting at this time. All in favor.