

**Hillsboro Design Review Board Minutes  
November 20, 2019 –8:45 a.m. Regular Meeting  
130 North High Street- City Building Conference Room**

**CALL TO ORDER** Sally Renk, Chair called the meeting to order at 8:40 a.m.

**ROLL CALL**

Sally Renk, Avery Applegate, Nicole Chambers, Betty Ann Walker, Jim Gibbs were present for the meeting. Lauren Walker; Administrative Receptionist/Clerk, Dianna Robertson Fordyce; Business owner, Matt Miller; Contractor, and Richard Donley; Safety and Service Director were also present.

**DETERMINATION OF QUORUM** A quorum was met.

**MINUTES** Minutes were presented for November 12, 2019, minutes were approved and signed as presented by Sally Renk, Chair.

**CORRESPONDENCE**

**UNFINISHED BUSINESS**

- Court case 1800468 Ray Bear trial December 11, 2019 at 10:30 AM.

**NEW BUSINESS**

- **COA19-043** Dave Morgan / 138 S High Street to replace existing grey metal roof to new white steel roof. Gable area will be a compliant material.  
**MOTION** moved by Avery Applegate, seconded by Nicole Chambers to approve COA19-043.
- **COA19-044** Trever Elam / 158-160 W Main Street to remove existing roof and replace with a standard black metal roof using material outlined in quote. Brief discussion on how flashing around chimney will be placed and treated.  
**MOTION** moved by Jim Gibbs, seconded by Nicole Chambers to approve COA19-044
- **COA19-045** Dianna Fordyce / 139 E Main Street to re-roof shingled sections and install standing seam roof (color example attached to COA), use black or copper flashing around chimney, remove flower pot fixture over door and replace with an overhang, and repair/repaint front shutters.  
**MOTION** moved by Betty Ann Walker, seconded by Nicole Chambers to approve COA19-045.
- **COA19-046** Nicole Chambers / 126 S High Street to replace banner on awning and adding "Boutique + Custom Tees". Using approved material canvas unless another material is brought to the board for discussion.  
**MOTION** moved by Avery Applegate and seconded by Jim Gibbs to approve COA19-046.

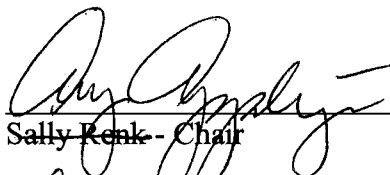
**DISCUSSION**

Board discussed a manual change on page 6 and on application to include 'All COA's are valid one year from date of approval'.

**MOTION** moved by Avery Applegate, seconded by Betty Ann Walker to approve manual and application changes.

**ADJOURN**

**MOTION** 9:22 a.m. Nicole Chambers moved, seconded by Avery Applegate to adjourn. The next scheduled meeting of the Design Review Board is December 4, 2019 at 8:45 a.m. at 130 North High Street, in the City Building Conference Room.

 interim chair  
~~Sally Reak - Chair~~

  
Lauren Walker, Clerk