

MINUTES
City of Wooster Design and Review Board
December 12, 2017

I. MEETING CALLED TO ORDER AND ROLL CALL

Sandra Hull, Vice Chairman of the Design and Review Board, called the meeting to order. Board members Susan Bates, Dick Deffenbaugh, Louise Keating, Keith Speirs, and Dick Kinder were present at the meeting. Board member John Campbell was absent. Andrew Dutton, Planning and Zoning Manager, was present representing the City of Wooster.

II. APPROVAL OF MINUTES

Louise Keating moved to approve the Minutes of the November 14, 2017, regular meeting of the Design and Review Board. Dick Kinder seconded the motion. The motion carried 6-0.

III. CERTIFICATE OF APPROPRIATENESS APPLICATION

DR-17-40.

Shayne Glass of Curry Lumber representing Broehl Law Office requested Certificate of appropriateness approval for the replacement of columns and roofing at 558 North Market Street in the North Market Street Landmark District.

David Broehl stated that he represented Broehl Law Office and was available to answer any questions. Dick Deffenbaugh asked if the columns were made of wood. Mr. Broehl confirmed that the columns were made of wood.

Dick Kinder moved to approve the application as submitted. Susan Bates seconded the motion. The motion carried 6-0.

DR-17-41.

Chad Boreman of Boreman Norton Cook Wealth Partners requested Certificate of Appropriateness approval for the face replacement of an existing freestanding sign at 202 North Market Street in the Public Square Landmark District.

Chad Boreman stated that the business was updating the sign and logo. Mr. Boreman explained that Mr. Norton was a new partner and the sign would be updated to include his name and an updated logo. Mr. Boreman continued that the sign would retain the same size and footprint.

Dick Deffenbaugh moved to approve the application as submitted. Dick Kinder seconded the motion. The motion carried 6-0.

IV. MEETING DATES AND CHAIR/VICE CHAIR SELECTION FOR 2018

Board Elections.

The election of Chairman and Vice Chairman of the Design and Review Board for 2018. Louise Keating moved to approve John Campbell as Chairman and Sandra Hull as Vice Chairman of the Board in 2018. Susan Bates seconded the motion. The motion carried 6-0.

Meeting Dates.

The setting of Design and Review Board meeting dates for 2018, per the proposed schedule. Mr. Dutton noted that the deadline for the October 9th Design and Review Board meeting should be corrected to September 25th. Susan Bates moved to approve the 2018 meeting schedule, as revised. Dick Kinder seconded the motion. The motion carried 6-0.

IV. ADJOURNMENT

Dick Deffenbaugh moved to adjourn the meeting. Susan Bates seconded the motion. The motion carried 6-0. The meeting adjourned at 5:36 p.m.

Sandra Hull, Vice Chairman

Carla Jessie, Administrative Assistant