

MINUTES
City of Wooster Design and Review Board
December 13, 2016

I. MEETING CALLED TO ORDER AND ROLL CALL

John Campbell, Chairman of the Design and Review Board, called the meeting to order. Board members Keith Speirs, Dick Kinder, Louise Keating, John Campbell, Sandra Hull and Susan Bates, were present at the meeting. Commission member Dick Deffenbaugh, was not in attendance. Andrew Dutton, Planning and Zoning Manager, was present representing the City of Wooster.

II. APPROVAL OF MINUTES

Sandra Hull moved to approve the Minutes of November 8, 2016, regular meeting of the Design and Review Board. Keith Speirs seconded the motion. The motion carried 6-0.

III. CERTIFICATE OF APPROPRIATENESS APPLICATION

DR-624.

Chris Butdorf of Lettergraphics, Inc. representing The Wayne County Historical Society requested Certificate of Appropriateness approval for a freestanding sign at 546 East Bowman Street, the Other Landmark Property.

Chris Butdorf of Lettergraphics gave a brief overview of the application. Mr. Butdorf stated that the proposed non-illuminated sign was 40 sq. ft. in the area and 7 feet in height. Mr. Butdorf continued that the sign was white, blue and black in color and contains changeable lower panels.

Dick Kinder moved to approve the application as presented. Louise Keating seconded the motion. The motion carried 6-0.

DR-625.

Chris Butdorf of LetterGraphics, Inc. representing H2 requested Certificate of Appropriateness approval for a projecting sign at 211 South Market Street in the Public Square Landmark District.

Chris Butdorf of LetterGraphics stated that this was a replacement of an existing projecting sign located along South Market Street. Mr. Butdorf stated they were utilizing the existing bracket and hanging a new sign. Mr. Butdorf explained the H2 wine merchants chose Option A a black background sign with the white letters.

Sandra Hull moved to approve Option A as presented. Susan Bates seconded the motion. The motion carried 6-0.

IV. SIGN APPROVAL APPLICATIONS

DR-626.

Dan Fought of Fought Signs representing The House of Hair and The Chop Shop requested sign approval from the Board for a freestanding sign face replacements at 337 West Liberty Street in the C-4 Zoning District.

Dan Fought of Fought Signs stated that The House of Hair and logo would replace the convenience sign. Mr. Fought continued that the sign below the House of Hair was superseded by The Chop Shop sign with both signs internally lit. Mr. Fought stated they were two different businesses located there.

Louise Keating moved to approve the application as presented. Dick Kinder seconded the motion. The motion carried 5-1. Sandra Hull voted no.

DR-627.

Tonia Watkins of Watkins Lighting and Sign representing Ashton Little State Farm requested sign approval from the Board for a wall sign and window signs at 236 South Market Street in the C-4 Zoning District.

Dan Fought of Fought Signs stated he was contacted today to represent Watkins Lighting and Sign. Mr. Fought explained Ashton Little requested the main wall sign on the front façade of the building externally illuminated by five black gooseneck lights. Mr. Fought stated that Mr. Little would like a black background for the window lettering instead of white so that the letters showed up better.

Sandra Hull moved to approve the application as presented with the black along the bottom of the window and the lights over the top of the sign. Susan Bates seconded the motion. The motion carried 6-0.

V. C-4 DISTRICT RECOMMENDATION APPLICATION

DR-628.

Dave Wengerd of Wootown Properties requesting an approval recommendation from the Board to replace windows, doors, siding, soffits, fascia covers and gutter and to paint an exterior door at 236 South Market Street in the C-4 Zoning District.

Dave Wengerd of Wootown Properties stated that the windows on the front of the building all replaced with bronze trim, a bronze door, and the door was inset more to accommodate a wheelchair ramp. Mr. Wengerd continued that the bump out window sided with gray siding. Mr. Wengerd stated the windows on the second floor would also have the bronze trim. Mr. Campbell asked if the approval was to replace the window frames to bronze aluminum. Mr. Wengerd stated the door and windows would all be replaced with the bronze aluminum trim and new glass. Mr. Wengerd continued that between the buildings the building was painted to the vinyl siding.

Louise Keating moved to approve the application as all the windows and door in the front be replaced with the aluminum bronze trim, and the front entrance door moved back to accommodate wheelchair accessibility. Sandra Hull seconded the motion. The motion carried 6-0.

VI. **MISCELLANEOUS**

Meeting Dates The setting of Design and Review Board meeting dates for 2017, per the proposed schedule.

Susan Bates moved to approve the schedule as presented. Sandra Hull seconded the motion. The motion carried 6-0.

Board Elections The election of Chairman and Vice Chairman of the Design and Review Board for 2017.

Louise Keating moved to approve the Chairman and the Vice Chairman of the Board as the same as 2016. Dick Kinder seconded the motion. The motion carried 6-0.

VII. **ADJOURNMENT**

Sandra Hull moved to adjourn the meeting. seconded the motion. The motion carried 6-0. The meeting adjourned at 5:50 p.m.

John Campbell, Chairman

Carla Jessie, Administrative Assistant