

**MINUTES**  
**City of Wooster Design and Review Board**  
**July 10, 2018**

**I. MEETING CALLED TO ORDER AND ROLL CALL**

John Campbell, Chairman of the Design and Review Board, called the meeting to order. Board members John Campbell, Dick Deffenbaugh, Sandra Hull, Louise Keating, Dick Kinder and Keith Speirs were present at the meeting. Board member Susan Bates was absent. Board member Louise Keating arrived at 5:31 pm. 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 June 12, 2018, regular meeting of the Design and Review Board. Dick Kinder seconded the motion. The motion carried 5-0.

**III. APPLICATIONS**

***DR-18-19.***

Byron Manchester of BSHM Architects representing the College of Wooster requested Certificate of Appropriateness approval for alterations to a patio adjacent to Armington Hall at 345 East Wayne Avenue in the College of Wooster Landmark District.

Byron Manchester of BSHM Architects stated that the proposal was for a plaza extension and a 10 foot wide walk on the south side of Armington Hall. Mr. Manchester explained that the patio would extend out into the quad that would contain a fire pit and a permanent grill. Mr. Manchester continued that the patio would incorporate over 1,000 sq. feet of concrete and 8 new light poles. Mr. Manchester stated that the patio included a seating wall with stone veneer and a sandstone cap, which was constant with the campus.

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

***DR-18-20.***

Phil Starr requested an approval recommendation from the Board for the replacement of siding at 150 North Walnut Street in the C-4 Zoning District.

Phil Starr stated that the proposed building had asphalt shingle siding on the south side, which needed to be replaced. Mr. Starr explained that the siding would be replaced with T111 siding and would be stained the same brown color as the existing siding.

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

***DR-18-22.***

Tonia Watkins of Watkins Lighting and Sign Maintenance requested Certificate of Appropriateness approval for window signs, wall signs and the face replacement of a freestanding sign at 442 North Market Street Landmark District.

Sharon Guilliams stated that she was the new agent at the location. Mrs. Guilliams explained that the freestanding signage in the front was similar to the current sign, with her name added. Mrs. Guilliams continued that the door signs would also include her name, phone number, and office hours. Mrs. Guilliams stated that the proposal also included six vinyl window signs with the State Farm logo.

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

***DR-18-23.***

Brian Deeken requested sign approval for the face replacement of a wall sign at 121 West North Street in the C-4 Zoning District.

Caleb Pierce stated that the replacement sign was approximately 3 feet tall, 6 feet wide and was located about 5 feet off the ground. Mr. Pierce stated that the sign would not be illuminated or use backlighting. Mr. Pierce explained that the sign would be removed by November 18, 2018.

Sandra Hull moved to approve the application as submitted. Keith Speirs seconded the motion. The motion carried 6-0.

***DR-18-24.***

Joshua Lehman requested Certificate of Appropriateness approval for a wall sign and a hanging sign at 120 South Market Street in the Public Square Landmark District.

Joshua Lehman stated that the proposal was for a wall sign, which would match the neighbor's sign. Mr. Lehman explained that the hanging sign above the door would hang down a couple of inches and would be made of PVC. Mr. Lehman continued that the wall sign would have a black aluminum background panel with white PVC cut out lettering. Mr. Lehman stated that the sign was not illuminated.

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

**IV. ADJOURNMENT**

Dick Kinder moved to adjourn the meeting. Louise Keating seconded the motion. The motion carried 6-0. The meeting adjourned at 5:54 p.m.

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**John Campbell, Chairman**

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**Carla Jessie, Administrative Assistant**