

**MINUTES**  
**City of Wooster Design and Review Board**  
**January 8, 2019**

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

John Campbell, Chairman of the Design and Review Board, called the meeting to order. Board members Susan Bates, Dick Deffenbaugh, Sandra Hull, John Campbell, Louise Keating, Dick Kinder, and Keith Speirs were present at the meeting. 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 December 11, 2018, regular meeting of the Design and Review Board. Louise Keating seconded the motion. The motion carried 7-0.

**III. APPLICATIONS**

***DR-19-01.***

Brent Willis requested Certificate of Appropriateness approval for the demolition of a home and the construction of a new home at 2101 East Smithville Western Road an Other Landmark Property.

Brent Willis stated that he and his wife purchased the property and were requesting to remove the house. Mr. Willis explained that the house had many issues with mold, animals living in it, settling, and dry rot in the floor joists. Mr. Willis continued that they would like to build a house further back off the road. Mr. Willis continued that the back part of the house foundation was disintegrating.

Louise Keating moved to approve the application as submitted. Susan Bates seconded the motion. The motion carried 7-0.

***DR-19-02.***

Ken Stiffler of Sign Design Wooster requested Certificate of Appropriateness approval for a wall sign, projecting sign and windows signs at 148 West Liberty Street in the Public Square Landmark District.

Ken Stiffler stated that Vertical Runner had moved to 148 West Liberty Street. Mr. Stiffler explained the property had recently undergone a historical renovation and the proposed signage would utilize historical colors. Mr. Stiffler continued that the wall sign would have a composite board background with routed PVC letters mounted to the face of the sign. He indicated that sign would be suspended from the awning roof of the building. Mr. Stiffler stated that the 44 inch projecting sign also had neighboring signs on both businesses.

Dick Deffenbaugh moved to approve the application as submitted. Sandra Hull seconded the motion. The motion carried 7-0.

***DR-19-03.***

Jesse Dickerson requested a revised approval recommendation from the Board for a shed at 200 South Market Street in the C-4 Zoning District.

John Barnett stated that the shed's size was changed and the outside walls were changed to metal, instead of wood, because of recommendations from the State Fire Marshall. Mr. Barnett explained that the location of the shed was the same as previously approved. Mr. Barnett stated that the footprint was the same and the building matched the adjoining structure, which was metal with a brown finish.

Louise Keating moved to approve the application as submitted. Dick Kinder seconded the motion. The motion carried 7-0.

**IV. ADJOURNMENT**

Dick Kinder moved to adjourn the meeting. Susan Bates seconded the motion. The motion carried 7-0. The meeting adjourned at 5:43 p.m.

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**John Campbell, Chairman**

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**Carla Jessie, Administrative Assistant**