

**MINUTES**  
**City of Wooster Design and Review Board**  
**February 6, 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 John Campbell, Dick Deffenbaugh, Louise Keating, Dick Kinder, and Keith Speirs were present at the meeting. Board members Susan Bates and Sandra Hull were absent. Andrew Dutton, Planning and Zoning Manager, was present representing the City of Wooster.

**II. APPROVAL OF MINUTES**

Dick Kinder moved to approve the Minutes of the December 10, 2019, regular meeting of the Design and Review Board. Dick Deffenbaugh seconded the motion. The motion carried 5-0.

**III. APPLICATIONS**

***DR-19-42.***

John Montgomery requested an approval recommendation for exterior building alterations at 382 West Liberty Street in the C-4 Zoning District.

Louise Keating moved to untable the application. Dick Kinder seconded the motion. The motion carried 5-0.

John Montgomery stated that the project was predominantly an interior renovation with exterior modifications. Mr. Montgomery explained that the exterior changes would include new lighting, painting the brick, a new entranceway on the south side of the building, and a new roof. He continued that sidewalks would be re-poured and landscaping would be added.

John Campbell stated that the applicant would have to apply for a separate application for the sign shown on the plans as the sign was not included in the application.

Louise Keating moved to approve the application as submitted. Dick Kinder seconded the motion. The motion carried 5-0.

***DR-20-01.***

Glen Grumbling requested Certificate of Appropriateness approval for the reconstruction of rear stairs at 123 East Liberty Street in the Public Square Landmark District.

Glen Grumbling stated that the current stairs were deteriorated beyond use and needed to be replaced. Mr. Grumbling explained that the new stairs would be white oak wood with a clear Penofin marine oil finish and incorporate a standing seam metal roof weathered copper or dark bronze in color. He continued that the existing metal railing would be reused as an inside handrail.

Dick Deffenbaugh moved to approve the application as submitted. Keith Speirs seconded the motion. The motion carried 5-0.

***DR-20-02.***

Jerry Miller requested Certificate of Appropriateness approval for the replacement of a roof and a new rear access door at 215 North Walnut Street in the Public Square Landmark District.

Jerry Miller stated that the Fire Marshal required that a second exit to be constructed to access the back of the restaurant. Mr. Miller explained that a second fire rated exit door on the backside of the tavern was proposed, which would be green to match the building's front door. He continued that the roof had been replaced with a standing seam metal roofline. Mr. Miller indicated that the roof was black in color, which matched the asphalt shingles that were previously on the building.

Dick Kinder moved to approve the application as submitted. Dick Deffenbaugh seconded the motion. The motion carried 5-0.

***DR-20-03.***

John Fiala requested Certificate of Appropriateness approval for an office building and associated parking at 230 North Market Street in the North Market Street Landmark District.

Josh Thome stated that the proposal was for a two story 16,000 square foot office building. Mr. Thome continued that the building would have a highly decorated façade and the front of the building would face North Market Street. He noted that the building would be a full masonry building, incorporate stones sills and lintels, and integrate decorative trim pieces. Mr. Thome explained that the building would also have decorative limestone panels on the front. He continued that there would be black metallic metal awnings on the front and rear entrances of the building.

Louise Keating moved to approve the application as submitted. Dick Kinder seconded the motion. The motion carried 5-0.

**IV. ADJOURNMENT**

Dick Kinder moved to adjourn the meeting. Dick Deffenbaugh seconded the motion. The motion carried 5-0.

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**John Campbell, Chairman**

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**Carla Jessie, Administrative Assistant**