

**MINUTES**  
**City of Wooster Design and Review Board**  
**May 7, 2020**

**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, John Campbell, Dick Deffenbaugh, Sandra Hull, Louise Keating, and Keith Speirs were present at the meeting. Board member Dick Kinder was absent. Andrew Dutton, Planning and Zoning Manager, was present representing the City of Wooster.

**II. APPROVAL OF MINUTES**

Susan Bates moved to approve the Minutes of the April 2, 2020, regular meeting of the Design and Review Board. Sandra Hull seconded the motion. The motion carried 6-0.

**III. APPLICATIONS**

***DR-20-06.***

Thomas Young requested an approval recommendation for a building addition at 389 West Liberty Street in the C-4 Zoning District.

Thomas Young and Christopher Clark, 2441 St. Rt. 60, Loudonville, were present. Mr. Young stated that the project would be a 13 ft. by 60 ft. addition to the Mairs Veterinarian Clinic. Mr. Clark explained that the windows and siding would be the same as the existing building. Mr. Clark continued that the roof and building stone would also be same color and design.

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

***DR-20-07.***

Ken Stiffler requested sign approval for a wall sign at 323 East Liberty Street in the C-4 Zoning District.

Ken Stiffler, 1537 West Old Lincoln Way, stated that the 4 ft. x 10 ft. aluminum composite wall sign would be on the front of the building. He continued that the sign would have a blue background with white letters.

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

***DR-20-08.***

Travis Snyder requested an approval recommendation for a change in paint color at 236 South Market Street in the C-4 Zoning District.

Travis Snyder, 2480 Shamrock Way, stated that the new color would match the existing new siding on the rear of the building and front the bay window.

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

***DR-20-09.***

Travis Snyder requested an approval recommendation for a change in paint color and the replacement of windows at 242 South Market Street in the C-4 Zoning District.

Travis Snyder, 2480 Shamrock Way, stated that the new color of the building would be gray “Summit Gray” and the replacement windows would be the same size and style and the trim would be black. Mr. Snyder explained that the entrance door would also be replaced and would match the windows.

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

***DR-20-10.***

JP Phillips requested an approval recommendation for the demolition of a building at 310 South Market Street in the C-4 Zoning District.

JP Phillips, 7977 Hills & Dale Road, Massillon, stated that the building was the former South Market Gulf Station, which closed in November of 2019. Mr. Phillips explained that the fuel of tanks and fuel equipment had been removed. Mr. Phillips continued that the building would be demolished to allow the site to be considered for future development.

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

**IV. ADJOURNMENT**

Susan Bates moved to adjourn the meeting. Sandra Hull seconded the motion. The motion carried 6-0.

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**John Campbell, Chairman**

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**Carla Jessie, Administrative Assistant**