

MINUTES

City of Wooster Design and Review Board

January 5, 2023

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, Dick Kinder, Sandra Hull, and Louise Keating were present at the meeting. Board member Keith Speirs was absent. Vincent Marion, Planning and Zoning Manager, represented the City of Wooster.

II. Chair/Vice Chair Selections for 2023

Louise Keating moved to elect John Campbell as Chairman and Sandra Hull as Vice Chairman. Dick Kinder seconded the motion. The motion carried 5-0.

III. APPROVAL OF MINUTES

Sandra Hull moved to approve the Minutes of the December 1, 2022, regular meeting of the Design and Review Board. Dick Deffenbaugh seconded the motion. The motion carried 5-0.

IV. APPLICATIONS

DR-22-36.

Christian Butdorf of LetterGraphics requested approval of wall signs and a projecting sign at 365 East Liberty Street in a C-4 District (non-landmark). (*The application includes DR-22-37, 38, and 39.*)

Christian Butdorf, 400 West Market Street, Orrville, stated that the signage package has ongoing changes. Mr. Butdorf explained that the package consisted of 2 sets of channel-illuminated letters for the restaurant on the front corners north and east elevations of the building. Mr. Butdorf continued that the sign panel (spaghetti and pizza) was a non-illuminated painted panel with dimensional letters. Mr. Butdorf stated that the building's sign had address numbers on the east and north sides. Mr. Butdorf explained that the flag mounted-to-go sign was included in the package for pick-up orders.

Sandra Hull moved to approve the applications as submitted. Dick Kinder seconded the motion. The motion carried 5-0.

V. ADJOURNMENT

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

John Campbell, Chairman

Carla Jessie, Administrative Assistant