

MINUTES  
City of Wooster Design and Review Board  
May 2, 2024

I. MEETING CALLED TO ORDER AND ROLL CALL

Shannon Waller, Chairman of the Design and Review Board, called the meeting to order. Board members Kris Boone, James Fox, Daniel Kirk, Jill Munro, and Shannon Waller were present. Board member Gretchen Tefs was absent. Vincent Marion, Planning and Zoning Manager, represented the City of Wooster.

II. APPROVAL OF MINUTES

James Fox moved to approve the Minutes of April 4, 2024, the regular meeting of the Design and Review Board. Jill Munro seconded the motion. The motion carried unanimously 5-0.

III. APPLICATIONS

*DR-24-12.*

Greg Ernst requested a Development Recommendation on alterations to a structure at 116 East South Street.

Nate Scott, AODK Architecture, 14394 Detroit Avenue, Lakewood, stated that we have painted brick, wood, and black metal awnings over the main entrance of the storefront windows and the sign. Mr. Scott explained that the hardy board has red-painted accents as the main entrance into the new theater entrance.

Jill Munro moved to approve the applications as presented. Kris Boone seconded the motion. The motion carried unanimously 5-0.

*DR-24-13.*

Patrick Lankey, on behalf of Wayne County, requested a Development Recommendation on alterations and additions to a structure at 201 West North Street with parcel numbers 64-02427.000 and 64-02181.000.

Patrick Lankey stated that they are proposing a building with brick at the base and drivat material in an off-white or light tan for the upper portion of the building.

James Fox moved to approve the applications as presented. Daniel Kirk seconded the motion. The motion carried unanimously 5-0.

*DR-24-14.*

Kevin Yoder of Country Roofing LLC requested a certificate of appropriateness for alterations to a structure at 335 North Market Street in the C-1 zoning district (landmark).

Ryan Gilson, 1170 South Carr Road, Orrville, stated they are renovating the cupola. Mr. Gilson noted that the windows are recessed back in, and we plan to pull off all of the trim and windows to box them in, adding vinyl board-and-batten style siding. Mr. Gilson explained that there would be a gable vent on the front side, on the side, and one on the back, with a standard soffit and fascia on the top and a wrap and reflashing. Mr. Gilson continued that preserving the historical value of the cupola was very costly. Mr. Gilson stated that the newly renovated cupola would last several years.

Mr. Marion stated that the proposal should meet the recommended standards within the design guidelines.

Jill Munro moved to table the application as presented. Kris Boone seconded the motion. The motion carried unanimously 5-0.

*DR-24-15.*

Paul Magee of LetterGraphics requested approval of wall signs and a hanging sign at 132 North Walnut Street in a C-4 zoning district (non-landmark).

Paul Magee, LetterGraphics, 400 West Market, Orrville, stated that the Nest formally on Liberty Street moved to North Walnut and wanted to use the current signs. Mr. Magee explained that the signs on the front of the building were all hanging under the canopy, which were projecting signs, and the signs on the front of the building were similar to those on the front of the former building. Mr. Magee continued that the only new sign was the one on the back of the building, and essentially, it covered a phantom image from previous signage and provided a slight recognition of the business on the back of the building.

Kris Boone moved to approve the applications as presented. Jill Munro seconded the motion. The motion carried unanimously 5-0.

#### IV. ADJOURNMENT

Daniel Kirk moved to adjourn the meeting. James Fox seconded the motion. The motion carried unanimously 5-0.

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Shannon Waller, Chairman

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Carla Jessie, Administrative Assistant