

MINUTES
City of Wooster Design and Review Board
January 9, 2018

I. MEETING CALLED TO ORDER AND ROLL CALL

John Campbell, Chairman of the Design and Review Board, called the meeting to order. Board members Dick Deffenbaugh, Sandra Hull, Keith Speirs, and Dick Kinder were present at the meeting. Board Member Louise Keating arrived at 5:32 pm after the minutes were approved. Board member Susan Bates was absent. 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 the December 12, 2017, regular meeting of the Design and Review Board. Dick Kinder seconded the motion. The motion carried 5-0.

III. CERTIFICATE OF APPROPRIATENESS APPLICATION

DR-18-01.

Paul Magee of Lettergraphics, Inc. representing Lynch's Irish Imports requested Certificate of Appropriateness approval for a wall sign and awning at 116 South Market Street in the Public Square Landmark District.

Chris Butdorf of Lettergraphics, Inc. stated that Lynch's Irish Imports was a new tenant in the building. He stated the request was to change the lettering on the beam above the storefront windows and replace an awning, which would match the outside of the building.

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

DR-18-02.

Paul Magee of Lettergraphics, Inc. representing Apple Creek Bank requested Certificated of Appropriateness approval for a freestanding sign at 155 South Market Street in the Public Square Landmark District.

Chris Butdorf stated that Apple Creek Banking was embarking on a new marketing and branding campaign with all of their branches. Mr. Butdorf explained that the applicant wanted to get rid of their old style signs with an updated look. He stated that the proposed sign complied with square footage requirements. Mr. Butdorf continued that a variance that was submitted and approved to allow the sign at the proposed height.

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

DR-18-03.

Paul Magee of Lettergraphics, Inc. representing Hoffee Law Firm requested Certificate of Appropriateness approval for a wall sign at 132 East Liberty Street in the Public Square Landmark District.

Chris Butdorf stated that the law firm wanted to change sign's background from burgundy to black and vinyl lettering to ivory. Mr. Butdorf continued that there were also a few minor changes to the directory on the door.

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

IV. ADJOURNMENT

Dick Deffenbaugh moved to adjourn the meeting. Dick Kinder seconded the motion. The motion carried 6-0. The meeting adjourned at 5:36 p.m.

John Campbell, Chairman

Carla Jessie, Administrative Assistant