

MINUTES
City of Wooster Design and Review Board
September 2, 2021

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 Dick Kinder were present at the meeting. Keith Speirs 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 August 5, 2021, regular meeting of the Design and Review Board. Susan Bates seconded the motion. The motion carried 6-0.

III. APPLICATIONS

DR-21-27.

Greg Ernst requested an approval recommendation for a takeout window at 335 East Liberty Street in the C-4 Zoning District.

Matt Long, 225 North Market Street, stated that the proposal was for a takeout window on the east side of the building. He noted that the window would be connected to the kitchen. Mr. Long explained that the window would be a walk-up window that could be accessed after a customer parked.

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

DR-21-28.

Christian Butdorf requested Sign Approval for a wall sign at 542 East Liberty Street in the C-4 Zoning District.

Christian Butdorf, 400 West Market, Orrville, stated that the wall sign would consist of an internally illuminated cabinet that would span existing pillars.

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

DR-21-29.

Tim Monea requested Certificate of Appropriateness approval for a trash enclosure at 230 North Market Street in the North Market Street Landmark District.

Andrew Dutton, 538 North Market Street, stated that the proposed dumpster would incorporate black posts, coated chainlink fencing, and black slats. He explained that the enclosure would be west of the new REA and Associates building on North Market Street. Mr. Dutton continued that the gates would open to the north and there would be a rear door on the back. Mr. Dutton stated that the pavement

under the enclosure would be removed and there would be concrete under the enclosure. Mr. Dutton explained that the public dumpster would primarily serve REA and Associates and the condominiums.

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

DR-21-30.

Lee King requested an approval recommendation for a storage building at 142 Spink Street in the C-4 Zoning District.

Lee King, One Eighty, 104 Spink Street, stated that One Eighty was proposing to install a 16 ft. x 32 ft. storage building west of the current building on the corner of Spink and North Streets. Mr. King explained that the building would be a pole barn building with metal siding and asphalt shingles. He continued that the building would have a white top and pewter gray base. Mr. King stated that the building would have a garage door facing North Street and a door facing west.

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

DR-21-31.

Ken Stiffler requested Certificate of Appropriateness approval for a window sign at 115 South Market Street in the Public Square Landmark District.

Ken Stiffler, 1537 West Old Lincoln Way, stated that the window graphic would be on the center two windows of the building. He noted the sign would be temporary and would be removed when the building became ACE Hardware. Mr. Stiffler continued that permanent signage would be brought before the Board for approval in the future.

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

DR-21-32.

Chris Green requested an approval recommendation to paint a building at 250 West North Street in the C-4 Zoning District.

Chris Green, Greenback Properties, 1097 Greensview Drive, stated that he was in the process of purchasing the building and found that the mortar had some deterioration. Mr. Green continued that he was seeking approval to have the mortar repaired and to paint the building white with masonry paint by Sherwin Williams. Mr. Green stated that the project might not be completed before winter due to a lack of paint availability. He noted future exterior changes might be proposed.

Susan Bates 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. Dick Kinder seconded the motion. The motion carried 6-0.

John Campbell, Chairman

Carla Jessie, Administrative Assistant