

MINUTES
City of Wooster Design and Review Board
November 2, 2023

I. MEETING CALLED TO ORDER AND ROLL CALL

John Campbel, Chairman of the Design and Review Board, called the meeting to order. Board members John Campbell, Dick Deffenbaugh, Sandra Hull, Louise Keating, Dick Kinder, and Gretchen Tefs were present at the meeting. Board member Keith Spiers was absent. Vincent Marion, Planning and Zoning Manager represented the City of Wooster.

II. APPROVAL OF MINUTES

Sandra Hull moved to approve the Minutes of October 5, 2023, the regular meeting of the Design and Review Board. Dick Kinder seconded the motion. The motion carried 6-0.

III. APPLICATIONS

DR-23-26.

Erin Stiffler of Sign Design requested approval for a freestanding sign(s) at 325 South Market Street in a C-4 (Central Business) zoning district (Non-Landmark).

Erin Stiffler, Sign Design, 1537 West Old Lincoln Way, stated that the new design and color scheme match the new exterior of the former Trident Building. Ms. Stiffler explained that the freestanding sign would identify the dentist's offices and complement the architecture of the building with peaks and unique shapes. Ms. Stiffler continued that the sign was an aluminum composite with dimensional acrylic.

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

DR-23-27.

Erin Stiffler of Sign Design requested approval for a certificate of appropriateness for a wall sign and hanging sign at 207 South Market Street in a C-4 (Central Business) zoning district (Landmark).

Erin Stiffler, Sign Design, 1537 West Old Lincoln Way, stated that the façade would be covered with a solid sign shape with a black background and complements much of the area of the hotel. Ms. Stiffler explained that the ghosted rose in the background was dimensional white gloss acrylic and the logo for Wooster Floral. Ms. Stiffler continued that the hanging sign would go over the door with a unique steel bracket and ten feet off the ground.

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

DR-23-28.

Dan Fought of Fought Signs requested approval for building sign(s) at 244 West South Street in a C-4 (Central Business) zoning district (Non-Landmark).

Dan Fought, 514 East South Street, stated that the Health Department was moving and wanted new signage with dimensional letters on each face of the building. Mr. Fought explained that the Grant Street side of the building and the back of the building, which is the main entrance, all would have signs. Mr. Fought continued that a smaller sign would be under the Red Cross sign and a logo in the window. Mr. Fought said they wanted a smaller sign on the South Street side.

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

IV. Meeting Schedule for 2024

The setting of meeting dates per the proposed schedule for 2024.

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

V. ADJOURNMENT

Sandra Hull moved to adjourn the meeting. Dick Kinder seconded the motion. The motion carried 6-0.

John Campbell, Chairman

Carla Jessie, Administrative Assistant