



City of Wooster
Planning and Zoning Division
2012 Annual Report

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3-20-2013

Overview

The City of Wooster Planning and Zoning Division continued to guide and assist development in 2012. The Division worked with applicants and property owners to process permits, Planning Commission applications, Board of Zoning Appeals request, and Design and Review Board submittals. Though permits and Planning Commission requests have predictably decreased since their peak in the early and mid 2000's, numbers over the past few years have remained consistent.

Zoning and Sign Permits

A total of 161 Zoning Permits were issued in 2012. Of the issued permits, 99 were residential related which included the new construction of 30 fences, 20 residences, 15 accessory structures and 7 decks. In addition, 62 of the Zoning Permits issued were commercial or industrial related. A total of \$3,278 in Zoning Permit fees was collected in 2102.

There were a comparable number of Zoning Permits issued in 2011 as there were in 2012. In 2011 there were 169 total Zoning Permits issued, 101 residential permits and 68 commercial or industrial permits.

A complete list of all Zoning Permits has been included in Appendix 1 of this document.

In 2012, 68 Sign Permits were issued in the City of Wooster. There were 92 Sign Permits issued in 2011, which was significantly more than issued in 2012. A complete list of all Sign Permits has been included in Appendix 2 of this document.

Planning Commission

The City of Wooster Planning Commission heard 24 requests in 2012. A total of 6 requests were Conditional Uses, 10 were Site Plans and 8 were Code Amendments. Of the 24 applications, the Planning Commission approved 22 requests and denied 2 requests. The Planning Commission heard 7 more applications in 2012 than in 2011.

Requests included properties in many zoning districts encompassing residential, commercial, industrial and public uses. The Planning Commission demonstrated a thorough investigation of the request by discussing pertinent issues related to the application and tabling items that required further discussion or additional information.

A complete list of all Planning Commission requests has been included in Appendix 3 of this document.

Board of Zoning Appeals

The Board of Zoning Appeals (BZA) heard 19 requests in 2012 encompassing a variety of topics. Of the 19 applications, the BZA approved 14 applications and denied 3 applications (2 applications were withdrawn).

There were 14 area variance requests and 6 use variance requests heard by the BZA in 2012 (one application included both an area and a use variance). Area variance requests encompassed a range of code sections including setbacks, signs, parking, design standards, fences and accessory structures. Use variance requests contained public or quasi public uses in

residential districts, commercial uses in residential districts, and a non-permitted use in a commercial district. Approved requests for both area and use variances comprised a variety of unique situations.

A complete list of all BZA requests and the Board’s decisions has been included in Appendix 4 of this document.

Design and Review Committee

The City of Wooster Design and Review Committee heard 25 requests in 2012. Of the 25 applications, the Committee approved 23 requests and denied 1 request (2 were withdrawn).

Of the 25 request heard by the Committee in 2012, 12 were for signs, 9 were for exterior changes, 2 were for demolitions, 1 was for parking, and 1 was for landscaping.

The Design and Review Committee heard 35 requests in 2011, 10 more than in 2012. A complete list of all Design and Review Committee requests has been included in Appendix 5 of this document.

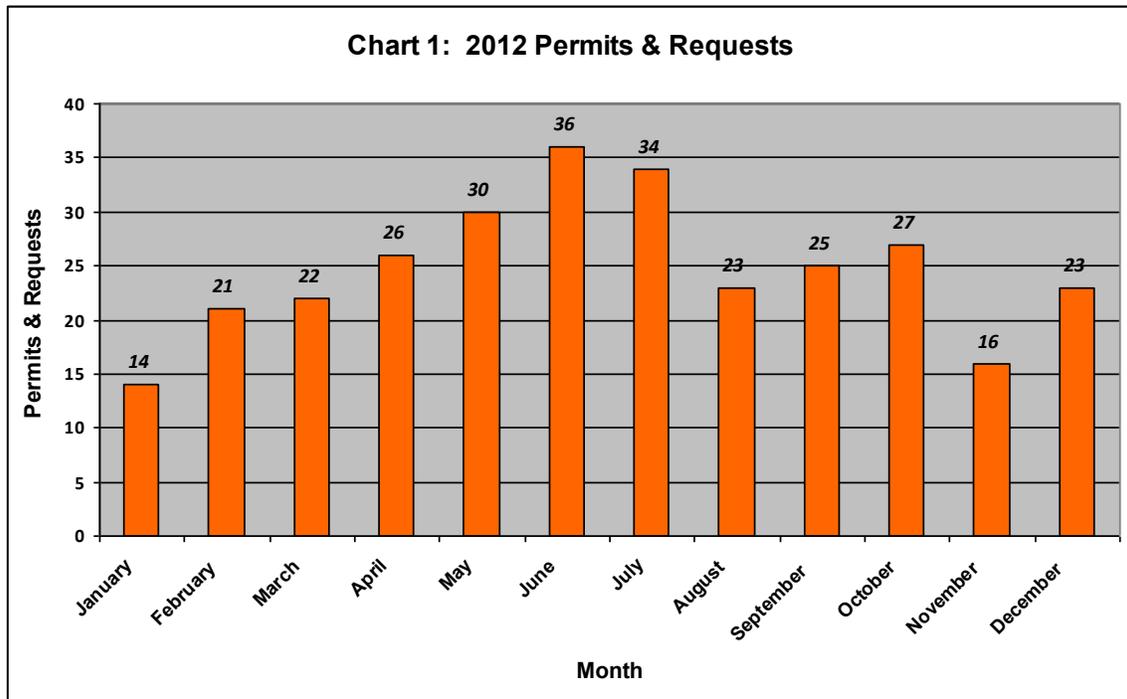
Permits and Requests 2012

In 2012 there were 297 permits processed and requests submitted to the Planning and Zoning Division. A total of \$12,240 in fees was collected from all permits and requests. The bulk of the applications, and fees, came from Zoning and Sign Permits.

The following Table 1 and Chart 1 further illustrate permits and requests, by month, in 2012.

Table 1: 2012 Permits & Requests

	Zoning Permits	Sign Permits	Variances	Planning Commission	Design & Review	Total
January	3	5	4	2	0	14
February	7	10	0	1	3	21
March	14	0	1	5	2	22
April	14	4	3	1	4	26
May	19	3	3	0	5	30
June	19	10	1	3	3	36
July	18	11	3	2	0	34
August	13	6	2	1	1	23
September	14	5	0	3	3	25
October	21	1	1	2	2	27
November	6	4	1	4	1	16
December	13	9	0	0	1	23
Total	161	68	19	24	25	297
Total Fees	\$3,278	\$5,572	\$1,900	\$1,490	\$0	\$12,240



Permits and Request 2003-2012

The number of permits and requests has gradually decreased in the past 10 years. Economic prosperity and the housing market boom resulted in a great number of permits and Planning Commission Requests from 2003-2007. The economic downturn and subsequent housing collapse following 2007 has been reflected by a reduction of permits and Planning Commission Requests.

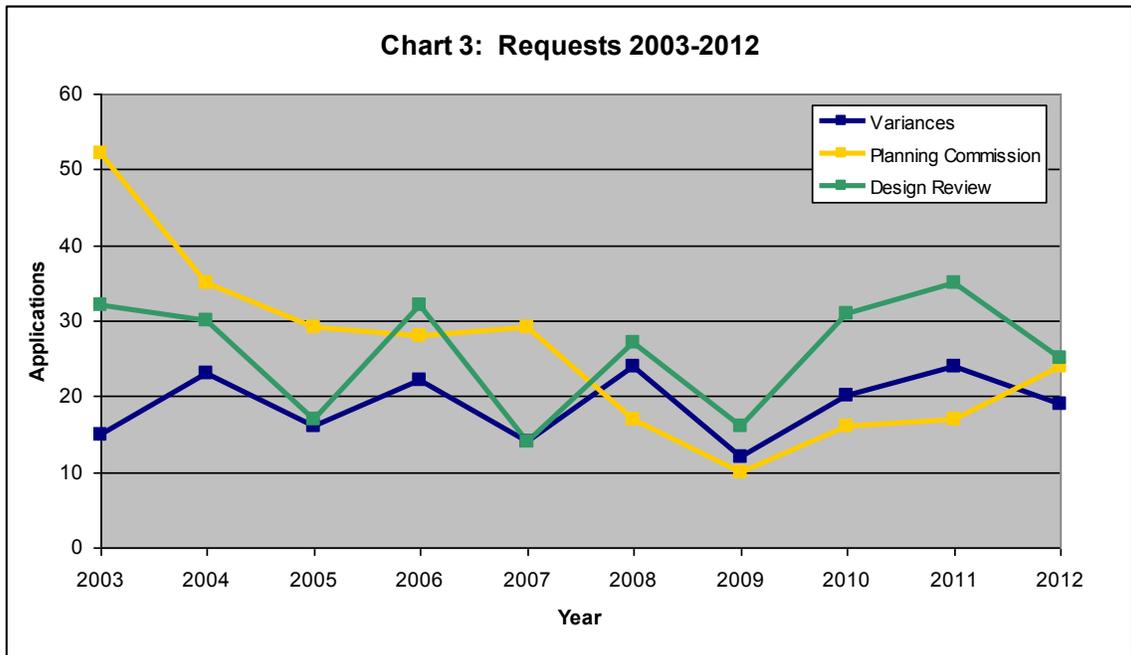
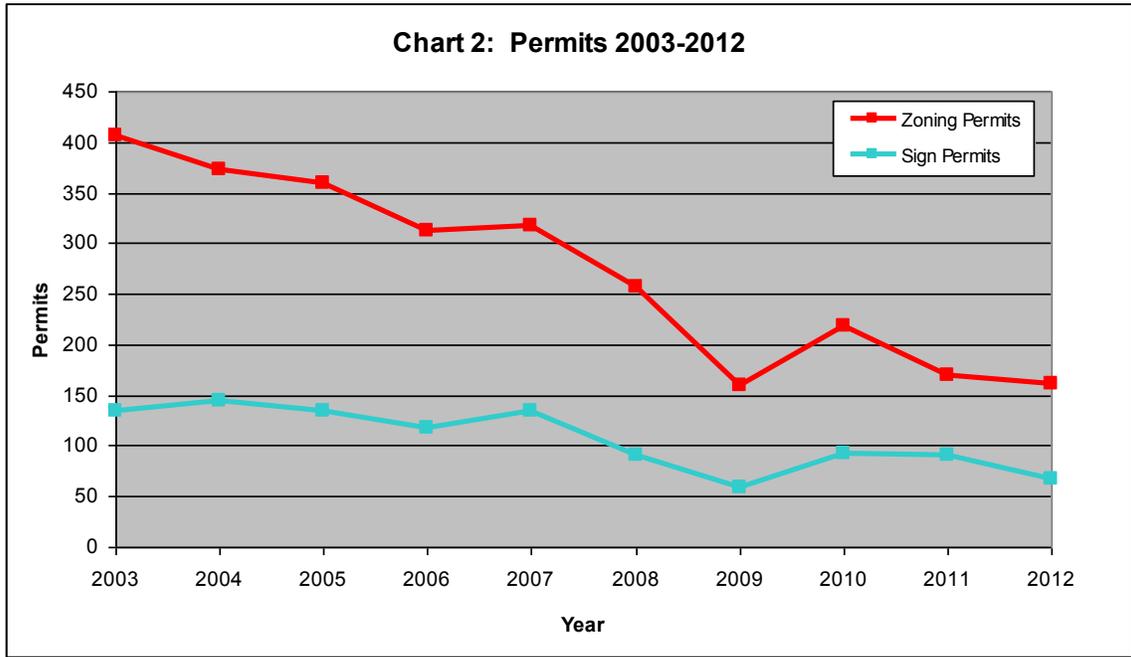
Over the past 10 years, however, Variance and Design Review requests have stayed relatively consistent. Their consistency is likely the result of such requests having fewer ties to economy and housing market.

The following Table 2, Chart 2 and Chart 3 further illustrate permits and requests over the past 10 years in the City of Wooster.

Table 2: Permits & Requests 2003-2012

Year	Zoning Permits	Sign Permits	Variences	Planning Commission	Design Review	Total
2003	407	134	15	52	32	640
2004	372	145	23	35	30	605
2005	360	135	16	29	17	557
2006	312	117	22	28	32	511
2007	317	135	14	29	14	509
2008	257	90	24	17	27	415
2009	160	58	12	10	16	256
2010	219	92	20	16	31	378

Year	Zoning Permits	Sign Permits	Variances	Planning Commission	Design Review	Total
2011	169	90	24	17	35	335
2012	161	68	19	24	25	297
Total	2,734	1,064	189	257	259	4,503
Average	273	106	19	26	26	450



Goals and Objectives for 2013

The Planning and Zoning Division will continue in 2013 to guide development and judiciously regulate land use. The following goals and objectives for 2013 will allow the Division to better serve citizens, business owners, operate more efficiently, and quantify its responsibilities.

- **Goal 1 – Keep Accurate Data of Applications, Permits and Zoning Enforcement Activity**
 - Objective 1A – Utilize the HDS and BDS software packages to record applications, permits and zoning violations and Permits by March 1st
 - Objective 1B – Create a system to catalog electronic and hard copies of Zoning Enforcement activity by March 1st
 - Objective 1C – Coordinate with the Building Division regarding recording Zoning Enforcement activity and responsibilities

- **Goal 2 – Update the Current Planning and Zoning Code**
 - Objective 2A – Assess the Planning and Zoning Code for sections that may need updated
 - Objective 2B – Identify similar regulations that may be more appropriate for the Wooster Planning and Zoning Code
 - Objective 2C – Make amendments to the Planning and Zoning Code
 - Objective 2D – Conduct a work session on the amendments
 - Objective 2E – Take the amendments to the Planning Commission for approval and a recommendation by July 24th and Council for approval thereafter

- **Goal 3 – Update the Division Fee Schedule**
 - Objective 3A – Compare the Division’s fee schedule with other similar communities
 - Objective 3B – Coordinate with the Building Division to estimate the total fees of common projects
 - Objective 3C – Draft an updated fee schedule to be approved by Council by August 1st

- **Goal 4 – Revise inaccurate and incomplete GIS data**
 - Objective 4A – Determine data that requires updating such as the current land use layer, an inventory of non-conforming signs, ect. by May 1st
 - Objective 4B – Work with the Engineering Division to improve the effectiveness of the Wooster GIS and increase its functionality
 - Objective 4C – Create the following layers to be accessibly to city employees and the general public by the end of 2013:
 - An accurate existing land use layer for the entire city
 - A layer of Landmark districts and properties
 - A layer of properties available for development
 - Objective 4D – Investigate the employment of additional staff, likely a summer inter, to accomplish data updates in the summer of 2013

- **Goal 5 – Provide Courteous and Prompt Service to Issues and Questions Presented by Residents**
 - Objective 5A – Provide a thorough and clear response to residents and make certain that regulations and procedures are understood
 - Objective 5B – Respond to inquiries in a timely manner
 - Objective 5C – Refer residents to other Departments or Divisions, as necessary

- **Goal 6 – Cooperate with and assist other Departments and Divisions**
 - Objective 6A – Keep other departments and divisions apprised of the status of relevant issues and applications
 - Objective 6B – Provide the Engineering Division, Building Division and Fire Department the opportunity to comment on projects submitted for review
 - Objective 6C – Be responsive to request of other departments and division for information or support from the Planning and Zoning Division

Appendix 1: Zoning Permits

Residential Zoning Permits

PERMIT #	PERMIT DT	ADDRESS	WORK DESCRIPTION	PROJECT
2012003Z	1/11/2012	715 Lincoln St	Residential	Handicap Ramp
2012005Z	2/14/2012	396 Caldwell Dr	Residential	Shed
2012008Z	2/22/2012	1027 Northview Dr	Residential	24 X 24 Garage
2012011Z	3/6/2012	1550 Ashton Way	Residential	16 X 16 Addition
2012018Z	3/21/2012	2559 Montclair Ave	Fence	Fence
2012019Z	3/21/2012	2591 Graustark Path	Residential	Shed 10X12
2012020Z	3/26/2012	4650 Huntington Woods	Residential	Basement Remodel
2012022Z	3/28/2012	414 Walnut St S	Residential	Kitchen Addition
2012023Z	3/29/2012	3952 Peabody Pl	Residential	New 4670 Sq Ft
2012024Z	3/30/2012	2255 Long Rd	Residential	40 X 60 Pole Barn
2012025Z	4/5/2012	2609 Tanglewood Dr	Residential	Driveway Addition
2012026Z	4/9/2012	2228 Canterbury Ln	Residential	Deck
2012027Z	4/9/2012	4082 Peabody Pl	Residential	New 4808 Sq Ft Home
2012028Z	4/13/2012	2609 Imperial St	Residential	Addition
2012029Z	4/16/2012	1007 Brooke Way	Residential	Deck
2012030Z	4/17/2012	682 Wildwood Dr	Residential	4798 Sq Ft Home
2012031Z	4/18/2012	702 Hamilton Ave	Fence	Fence
2012033Z	4/19/2012	639 Bever St N	Fence	Fence
2012036Z	4/24/2012	1145 Greensview Dr	Fence	Fence
2012037Z	4/25/2012	1515 Springwood Dr	Residential	Basement Finish
2012039Z	5/1/2012	145 Vine St E	Fence	Fence
2012040Z	5/1/2012	1591 Highland Park Rd	Residential	Deck
2012043Z	5/8/2012	4115 Inverness Dr	Residential	Deck
2012044Z	5/9/2012	717 Winter St	Residential	Deck
2012045Z	5/15/2012	229 Winkler Dr	Residential	Shed
2012046Z	5/16/2012	438 Buckeye St N	Fence	Fence
2012047Z	5/16/2012	118 Massaro Ave	Fence	Fence
2012048Z	5/16/2012	127 Billiar St	Fence	Fence
2012050Z	6/11/2012	1400 Hickory Ln	Residential	660-Sq. Ft. Deck Replace
2012051Z	5/21/2012	1606 Beall Ave	Residential	8 X 12 Deck
2012052Z	5/21/2012	2801 Lee Dr	Fence	Fence
2012053Z	5/23/2012	343 Walnut St S	Residential	Porch Replacement
2012056Z	5/29/2012	2589 Burbank Rd	Residential	New 2652 Sq Ft Home
2012059Z	6/4/2012	846 Country Club Dr	Fence	Fence
2012063Z	6/13/2012	730 Pittsburgh Ave	Residential	Front Porch
2012065Z	6/14/2012	1321 Nupp Dr	Fence	Fence
2012066Z	6/18/2012	916 Lincoln St	Residential	Shed

PERMIT #	PERMIT DT	ADDRESS	WORK DESCRIPTION	PROJECT
2012067Z	6/21/2012	1847 Cher Ct	Fence	Fence
2012068Z	6/25/2012	170 Highland Ave W	Fence	Fence
2012069Z	6/25/2012	1660 Arthur Dr	Residential	Shed
2012071Z	6/26/2012	275 Wayne Ave W	Residential	New 11632 Sq Ft Home
2012072Z	6/28/2012	855 Thorne Ave	Residential	Replace Deck
2012073Z	6/28/2012	4536 Deer Creek Dr	Residential	Basement Remodel
2012076Z	6/29/2012	2347 Bramble Ln	Residential	Deck
2012077Z	7/2/2012	1806 Highland Park Rd	Residential	Shed
2012078Z	7/3/2012	2193 Ryan Ct	Residential	Above Ground Pool
2012080Z	7/10/2012	906 Church Hill Ct	Residential	New 6366 Sq Ft Home
2012082Z	7/12/2012	165 Oakley Rd	Residential	Shed
2012083Z	7/24/2012	1151 Highland Ave E	Fence	Fence
2012085Z	7/24/2012	633 Gasche St	Fence	Fence
2012087Z	7/25/2012	5362 Marquis Ct	Residential	New 2840 Sq Ft Duplex
2012088Z	7/26/2012	3981 Stone Crk	Residential	Patio
2012090Z	8/2/2012	1682 Brentwood Dr	Fence	Fence
2012091Z	8/2/2012	2048 Cleveland Rd	Residential	Replace Garage
2012092Z	8/7/2012	1881 Christmas Run Blvd	Residential	Front Porch
2012093Z	8/7/2012	1320 Bever St N	Residential	Replace Garage
2012095Z	8/9/2012	343 Venture Blvd	Light Industrial	Tent
2012096Z	8/20/2012	1028 Oak Hill Rd	Fence	Fence
2012097Z	8/20/2012	4962 Pine Ridge Dr	Residential	Kitchen & Bath Remodel
2012098Z	8/20/2012	406 Highland Ave W	Residential	Storage Addition
2012099Z	8/20/2012	1457 Firethorn Ln	Residential	New 4380 Sq Ft SF Home
2012100Z	8/21/2012	1027 Bowman St E	Fence	Fence
2012101Z	8/21/2012	1629 Sandifer Dr	Residential	Shed
2012102Z	8/21/2012	243 Meadow Ln	Residential	Enclosed Patio
2012103Z	8/22/2012	1907 Highland Park Rd	Fence	Fence
2012105Z	8/24/2012	4018 Inverness Dr	Residential	New 4656 Sq Ft Home
2012108Z	9/7/2012	912 Buchholz Dr	Fence	Fence
2012109Z	9/10/2012	2586 Taylor St	Residential	8X10 Shed
2012114Z	9/13/2012	1584 Bent Tree Dr	Residential	8X10 Shed
2012116Z	9/14/2012	960 Washington St	Residential	8X8 Shed
2012117Z	9/14/2012	308 Bowman St E	Fence	Fence
2012118Z	9/18/2012	4718 Melrose Dr	Fence	Fence
2012119Z	9/20/2012	516 Buckeye St N	Residential	Whole House Rehab
2012120Z	9/26/2012	237 Clark Ave	Fence	4' & 6' High Fences
2012124Z	10/4/2012	907 Forest Dr	Fence	Fence
2012126Z	10/5/2012	334 Stevens Ave	Fence	Fence

PERMIT #	PERMIT DT	ADDRESS	WORK DESCRIPTION	PROJECT
2012128Z	10/9/2012	1425 Springwood Dr	Residential	Shed 10X14
2012129Z	10/10/2012	535 Buckeye St N	Residential	New 2100 SF Home
2012130Z	10/10/2012	1890 Williams Way	Residential	8X12 Shed
2012131Z	10/10/2012	1575 Woodcrest Dr	Residential	Home Occupation
2012132Z	10/12/2012	1571 Morgan St	Residential	Shed
2012134Z	10/18/2012	1131 Fairfield Dr	Residential	New 4588 SF Home
2012137Z	10/25/2012	245 Buckeye St N	Residential	Fence
2012139Z	10/29/2012	1605 Summerlin Dr	Residential	Patio Enclosure
2012140Z	10/29/2012	5062 Settlers Trce	Residential	New 3753 SF Home
2012145Z	11/14/2012	216 Ihrig Ave	Fence	Fence
2012146Z	11/15/2012	922 Hamilton Ave	Fence	Fence
2012149Z	12/3/2012	950 Liberty St W	Residential	Deck 6 X7
2012150Z	12/3/2012	1468 Firethorn	Residential	New 3721 SF Home
2012151Z	12/4/2012	1183 Rebecca St	Residential	Palm House Apts
2012154Z	12/13/2012	1047 Wildwood Dr	Residential	New 5131 SF Home
2012155Z	12/13/2012	766 Meadow Ln	Residential	New 5576 SF Home
2012156Z	12/14/2012	3352 Northridge Dr	Fence	Fence
2012157Z	12/18/2012	1611 Wildwood Dr	Fence	Fence
2012158Z	12/27/2012	5215 Crooked Creek Dr	Residential	New 4570 SF Home
2012159Z	12/27/2012	1414 Stratford Way	Residential	New 3553 SF Home
2012160Z	12/27/2012	1466 Springwood Dr	Residential	New 3681 SF Home
2012161Z	12/31/2012	0 Firethorn Ln	Residential	New 3916 SF Home

Commercial/Industrial Zoning Permits

PERMIT #	PERMIT DT	ADDRESS	WORK DESCRIPTION	PROJECT
2012001Z	1/3/2012	3786 Burbank Rd	Retail Commercial	12983Sf Alt - Joann Fabrics
2012002Z	1/4/2012	120 Beall Ave	Light Industrial	7446Sf Alt - Beer Brewing
2012004Z	2/1/2012	50 Riffel Rd	Not Applicable	Cou - North Pointe Baptist Church
2012006Z	2/17/2012	439 Market St N	Service Commercial	4246Sf Int/Ext Alt
2012007Z	2/17/2012	659 Pittsburgh Ave	Residential	600Sf Restoration- Fire Damage
2012009Z	2/23/2012	1616 Christmas Run Blvd	Residential	Home Occupation - Bed Bug Detect.
2012010Z	2/28/2012	427 Liberty St E	Service Commercial	Cou - Exotic Tan
2012012Z	3/13/2012	140 Walnut St S	Service Commercial	1776Sf Int Alt Kitchen - Local Rts
2012013Z	3/15/2012	1189 Beall Ave	Not Applicable	Tent
2012014Z	3/16/2012	148 Market St S	Service Commercial	790Sf Alt - Enclose Patio City Square
2012015Z	3/16/2012	234 Market St S	Service Commercial	Add/Alt/Patio - Market Grill

PERMIT #	PERMIT DT	ADDRESS	WORK DESCRIPTION	PROJECT
2012016Z	3/16/2012	3883 Burbank Rd	Retail Commercial	Walmart Garden Center -
2012017Z	3/19/2012	2981 Cleveland Rd	Retail Commercial	Cou - Retail Cosmo Prof
2012021Z	3/26/2012	340 Market St S	Retail Commercial	Cou - Retail/Card Games
2012032Z	4/18/2012	519 Madison Ave	Retail Commercial	Tent
2012034Z	4/19/2012	546 Bowman St E	Service Commercial	1800Sf Tunnel Carriage House
2012035Z	4/23/2012	3670 Friendsville Rd	Service Commercial	Memorial Flagpole With Lighting
2012038Z	4/30/2012	149 Walnut St N	Service Commercial	Cou - C&C Video Production
2012038Z	4/30/2012	149 Walnut St N	Service Commercial	Cou - C&C Video Production
2012041Z	5/4/2012	3928 Dornoch Dr	Service Commercial	Home Occupation - Dog Grooming
2012042Z	5/4/2012	3749 Burbank Rd	Retail Commercial	8000Sf Expansion - Mc Sports
2012049Z	5/17/2012	3793 Burbank Rd	Retail Commercial	Relocate Front Door
2012054Z	5/23/2012	4012 Burbank Rd	Retail Commercial	Burger King Alt'S
2012055Z	5/24/2012	266 Oldman Rd	Public	Tent For Grace Church
2012057Z	5/29/2012	1618 Portage Rd	Service Commercial	Melrose Haunted Barn Attraction
2012058Z	5/31/2012	359 Liberty St W	Retail Commercial	Temp Deck
2012060Z	6/4/2012	1189 Beall Ave	Not Applicable	Tents
2012061Z	6/6/2012	1615 Geyers Chapel Rd N	Light Industrial	50X160 Warehouse Addition
2012062Z	6/7/2012	1140 Beall Ave	Semi Public	Andrews Library Patio Replacement
2012064Z	6/13/2012	3828 Burbank Rd	Retail Commercial	Wendy'S Facade Alt'S
2012070Z	6/26/2012	2803 Akron Rd	Not Applicable	Tents
2012074Z	6/28/2012	405 Liberty St E	Retail Commercial	Int/ Ext Alterations
2012075Z	6/28/2012	5214 Cleveland Rd	Light Industrial	Inktastic (9,960 Sq Ft)
2012079Z	7/5/2012	546 Bowman St E	Semi Public	Log Cabin & Smokehouse
2012081Z	7/11/2012	1909 Old Mansfield Rd	Heavy Industrial	Abs (Alt'S/Acc Bldg)
2012084Z	7/24/2012	2752 Cleveland Rd	Service Commercial	Vet Clinic/Animal Hospital
2012086Z	7/24/2012	1785 Geyers Chapel Rd N	Heavy Industrial	Brasfond Usa
2012089Z	7/30/2012	0 Market St N	Public	Tent
2012094Z	8/8/2012	234 Market St S	Retail Commercial	Market Grill Patio & Fence
2012104Z	8/23/2012	3011 Akron Rd	Semi Public	Village Network - 2 Fishing Decks
2012106Z	8/28/2012	540 Beall Ave	Retail Commercial	Int/Ext Alterations
2012107Z	8/29/2012	4329 Cleveland Rd	Service Commercial	Convert Residence To Office
2012110Z	9/10/2012	1189 Beall Ave	Semi Public	Tents
2012111Z	9/12/2012	0 Liberty St E	Public	Tents
2012112Z	9/12/2012	0 Liberty St E	Public	Tents
2012113Z	9/12/2012	1109 Pittsburgh Ave	Light Industrial	Relocate Existing Fence
2012115Z	9/13/2012	0 Grant St N	Public	Split Rail Fence

PERMIT #	PERMIT DT	ADDRESS	WORK DESCRIPTION	PROJECT
2012121Z	9/27/2012	515 Oldman Rd	Public	Replace 2 Baseball Dugouts
2012122Z	10/1/2012	535 Wayne Ave E	Not Applicable	Tents
2012123Z	10/3/2012	1909 Old Mansfield Rd	Heavy Industrial	Abs Alt'S -Phase 2
2012125Z	10/4/2012	1232 Gasche St	Semi Public	Baseball Pkg Lot Expansion
2012127Z	10/5/2012	512 Mcdonald St	Fence	Fence
2012133Z	10/16/2012	1189 Beall Ave	Semi Public	Tents
2012135Z	10/18/2012	1825 Enterprise Pkwy	Heavy Industrial	105,600 Sq Ft Bldg Addtition
2012136Z	10/24/2012	274 Branstetter St	Service Commercial	Vehicle Repair Shop/5 Pkg Spaces
2012138Z	10/25/2012	550 Robinson Rd	Retail Commercial	Vestibule Expansion
2012141Z	10/30/2012	138 Liberty St E	Retail Commercial	Demo Reface Wall With Deco- Red Brick
2012142Z	10/31/2012	432 Oldman Rd	Public	10X20 Storage Shed
2012143Z	11/6/2012	1740 Cleveland Rd	Service Commercial	Int Alt'S
2012144Z	11/8/2012	1900 Akron Rd	Service Commercial	Hospice Facility
2012147Z	11/15/2012	0 Palmer St	Semi Public	Golf Course Observatory Structure
2012148Z	11/20/2012	204 Branstetter St	Service Commercial	Add 3 Antennae To Existing Tower
2012152Z	12/4/2012	624 Winter St	Public	At &T -Add 3 Antennae/Equip
2012153Z	12/12/2012	3000 Old Airport Rd	Heavy Industrial	Parking Area Expansion

Appendix 2: Sign Permits

Sign Permits

PERMIT #	PERMIT DT	ADDRESS	WORK DESCRIPTION	PROJECT
2012001S	1/3/2012	3786 Burbank Rd	Sign Bldg Mounted Elect	174Sf Bld Mtd Elec - Joann Fabrics
2012002S	1/10/2012	344 Riffel Rd	Sign Bldg Mounted	13Sf Bld Mtd Sign - Certified Angus
2012003S	1/19/2012	3464 Burbank Rd	Sign Free Std Elect	30Sf Freestd Elec Sign - Northview
2012004S	1/25/2012	3853 Burbank Rd	Sign Bldg Mounted Elect	25Sf Bld Mtd Elec Sign - Att
2012005S	1/25/2012	3853 Burbank Rd	Sign Bldg Mounted Elect	50Sf Bld Mtd Elec Sign - Att
2012006S	2/1/2012	50 Riffel Rd	Sign Free Std	48Sf Freestd Sign - North Pointe Baptist
2012007S	2/6/2012	1847 Cleveland Rd	Sign Bldg Mounted	48Sf Bld Mtd Sign - Lyles Jewelry Coin
2012008S	2/6/2012	1847 Cleveland Rd	Sign Bldg Mounted	24Sf Bld Mtd Sign - Lyles Jewelry Coin
2012009S	2/6/2012	1847 Cleveland Rd	Sign Bldg Mounted	24Sf Bld Mtd Sign - Lyles Jewelry Coin
2012010S	2/6/2012	1874 Cleveland Rd	Sign Bldg Mounted	24Sf Free Std Sign - Lyles Jewelry Coin
2012011S	2/21/2012	203 Market St S	Sign Bldg Mounted Elect	14Sf Elec Bld Mtd Sign - St Paul Hotel
2012012S	2/23/2012	147 Market St S	Sign Bldg Mounted	32Sf Bld Mtd Sign - Spoon Market
2012013S	2/23/2012	151 Market St S	Sign Bldg Mounted	32Sf Bld Mtd Sign - South Market Bistro
2012014S	2/28/2012	427 Liberty St E	Sign Bldg Mounted	32Sf Bld Mtd Sign - Tanning Salon
2012015S	2/28/2012	4182 Burbank Rd	Sign Bldg Mounted Elect	33Sf Bld Mtd Elec Sign - Acceptance Auto
2012016S	4/20/2012	206 Beall Ave	Sign Bldg Mounted	24Sf Bld Mtd Sign - Kates Diner
2012017S	4/27/2012	4146 Burbank Rd	Sign Bldg Mounted Elect	29Sf Bld Mtd Elec - Faithful Little Cupc
2012018S	4/27/2012	2981 Cleveland Rd	Sign Bldg Mounted Elect	20.5Sf Bld Mtd Elec - Cosmo Prof
2012019S	4/30/2012	3937 Burbank Rd	Sign Bldg Mounted Elect	40Sf Bld Mtd Elec - Sally Bs
2012020S	5/9/2012	570 Market St N	Sign Free Std	15Sf Free Std - Cutler
2012021S	5/29/2012	3749 Burbank Rd	Sign Bldg Mounted Elect	Mc Sports Wall Mntd Sign
2012022S	5/31/2012	3793 Burbank Rd	Sign Bldg Mounted Elect	Party City Bldg Mntd Sign
2012023S	6/21/2012	428 Liberty St W	Sign Free Std Elect	Freestndg Sign - Convention/Visitor'S Bur
2012024S	6/21/2012	144 Liberty St W	Sign Bldg Mounted	Bldg Mtd Sign
2012025S	6/21/2012	132 Walnut St N	Sign Bldg Mounted	Bldg Mtd Sign-East Elev (Under Awning)
2012026S	6/21/2012	132 Walnut St N	Sign Bldg Mounted	Bldg Mtd - East Elev (Top)

PERMIT #	PERMIT DT	ADDRESS	WORK DESCRIPTION	PROJECT
2012027S	6/21/2012	132 Walnut St N	Sign Bldg Mounted	Bldg Mtd Sign
2012028S	6/21/2012	132 Walnut St N	Sign Bldg Mounted	Bldg Mtd Sign - South Elev
2012029S	6/21/2012	4305 Cleveland Rd	Sign Free Std Elect	Shisler & Assoc Elec Led Sign
2012030S	6/21/2012	3737 Burbank Rd	Sign Bldg Mounted Elect	Original Mattress Fac Channel Ltrs
2012031S	6/21/2012	3828 Burbank Rd	Sign Bldg Mounted Elect	Wendy'S 31.5-Sq. Ft. Channel Letters
2012032S	6/21/2012	3828 Burbank Rd	Sign Bldg Mounted Elect	Wendy'S 31.5 Sq. Ft. Channel Letters
2012033S	7/5/2012	4012 Burbank Rd	Sign Bldg Mounted Elect	Burger King--Sign East Elevation
2012034S	7/5/2012	4012 Burbank Rd	Sign Bldg Mounted Elect	Burger King--Sign East Elevation
2012035S	7/5/2012	4012 Burbank Rd	Sign Bldg Mounted Elect	Burger King--Sign South Elevation
2012036S	7/10/2012	3793 Burbank Rd	Sign Bldg Mounted Elect	Party City--Panel Replacement
2012037S	7/10/2012	1578 Mechanicsburg Rd	Sign Free Std	Shelmar Tennis--Mdo Signboard
2012038S	7/10/2012	1578 Mechanicsburg Rd	Sign Bldg Mounted	Shelmar Tennis--Bldg Mtd Sign
2012039S	8/8/2012	3880 Cleveland Rd	Sign Free Std	Milburn Eye Ctr Freestanding Sign
2012040S	8/8/2012	3880 Cleveland Rd	Sign Free Std	Milburn Eye Center Pylon Sign
2012041S	8/14/2012	1500 Milltown Rd E	Sign Free Std	Fieldstone Condows Freestanding Sign
2012042S	8/23/2012	540 Beall Ave	Sign Bldg Mounted Elect	Mcdonalds--East Elevation Bldg Mtd
2012043S	8/23/2012	540 Beall Ave	Sign Bldg Mounted Elect	Mcdonalds--East Elev Arch Bldg Mtd
2012044S	8/23/2012	540 Beall Ave	Sign Bldg Mounted	Mcdonalds--East Elev Welcome Bldg Mtd
2012045S	8/23/2012	540 Beall Ave	Sign Bldg Mounted Elect	Mcdonalds--North Elev Arch Logo Bldg Mtd
2012046S	8/23/2012	540 Beall Ave	Sign Bldg Mounted	Mcdonalds--North Elev "Welcome" Bldg Mtd
2012047S	8/23/2012	540 Beall Ave	Sign Bldg Mounted Elect	Mcdonalds--West Elev Arch Logo Bldg Mtd
2012048S	8/29/2012	3777 Cleveland Rd	Sign Free Std Elect	Buren Insurance Group Free Sign
2012049S	8/30/2012	4653 Cleveland Rd	Sign Free Std	Pro Touch Auto--24-Sq. Ft. Freestanding
2012050S	9/12/2012	207 Market St S	Sign Bldg Mounted	Vertical Runner Bldg Mtd Sign-Front
2012051S	9/12/2012	207 Market St S	Sign Bldg Mounted	Vertical Runner Bldg Mtd Sign-Rear
2012052S	9/19/2012	4782 Cleveland Rd	Sign Free Std Elect	777 Freestanding Signc
2012053S	9/25/2012	4182 Burbank Rd	Sign Bldg Mounted Elect	Yogurt Bldg Mounted Sign
2012054S	9/27/2012	4329 Cleveland Rd	Sign Free Std	Freestanding Sign

PERMIT #	PERMIT DT	ADDRESS	WORK DESCRIPTION	PROJECT
2012055S	10/10/2012	503 Liberty St E	Sign Bldg Mounted Elect	Minuteman Press 3X10 Sign
2012056S	11/8/2012	321 Liberty St W	Sign Bldg Mounted	Wooster Quick Lube Bldg Mtd Sign
2012057S	11/8/2012	321 Liberty St W	Sign Free Std	Wooster Quick Lube Monument Sign
2012058S	11/8/2012	321 Liberty St W	Sign Free Std	Wooster Quick Lube Monument Sign
2012059S	11/28/2012	503 Liberty St E	Sign Bldg Mounted Elect	Thai 1 Bldg Mounted Vinyl Lettering
2012060S	12/4/2012	1183 Rebecca St	Sign Free Std Elect	Palm House Apts Free Sign
2012061S	12/5/2012	550 Robinson Rd	Sign Free Std Elect	Bob Evans--New Face In Existing Sign
2012062S	12/5/2012	550 Robinson Rd	Sign Free Std Elect	Bob Evans--New Channel Letters
2012063S	12/12/2012	120 Beall Ave	Sign Bldg Mounted	Wooster Brewery Bldg Mtd Sign--Front
2012064S	12/12/2012	120 Beall Ave	Sign Bldg Mounted	Wooster Brewery Bldg Mtd Sign--South
2012065S	12/17/2012	3755 Cleveland Rd	Sign Bldg Mounted	S & S Auto Sales Pole Mtd Sign
2012066S	12/19/2012	406 Beall Ave	Sign Bldg Mounted Elect	Cash Max Building Mounted Sign
2012067S	12/26/2012	1106 W Old Lincoln Way	Sign Bldg Mounted Elect	Toyota Volkswagon Bldg Mtd Sign
2012068S	12/26/2012	1106 W Old Lincoln Way	Sign Free Std Elect	Toyota Volkswagon Freestanding Sign

Appendix 3: Planning Commission Requests

- CU-353.** **John Fait** requesting conditional use approval in order to operate a skill based game room business in a C-5 (General Business) District at 4182 Burbank Road, Suite C. (November 16, 2011; May 23, 2012; November 28, 2012 - Denied)
- CU-354.** **Harley Snode of North Pointe Baptist Church** requesting conditional use approval in order to establish a church in a C-1 (Office, Institutional) District for property located at 50 Riffel Road. (January 25, 2012 - Approved)
- CU-355.** **William Lemmon, on behalf of Lemmon & Lemmon,** requesting conditional use approval in order to construct a 55-unit assisted living facility in an R-4 (Multi-Family) District for property located on the south side of Portage Road, between Robinhood and Allandale (parcel 6702274000). (March 28, 2012 - Approved)
- CU-356.** **Wooster Growth Corporation** requesting conditional use approval in order to construct a 26,000-sq. ft. public parking lot in a C-4 (Central Business) District for property located on Walnut Street, between Court Alley and West Liberty Street (parcels 6401685000 and 6401686000). (March 28, 2012 - Approved)
- CU-357.** **Wayne County Historical Society** requesting conditional use approval in order to reconstruct a log cabin and a smokehouse on the east side of the Historical Society's campus, west of Spink Street, in an R-2 (Single Family) District, for property located at 546 East Bowman Street. (June 27, 2012 - Approved)
- CU-358.** **Gary Gantz** requesting conditional use approval in order to establish a reception/banquet hall on the 2nd floor of the building located in a C-4 (Central Business) District at 144 West Liberty Street. (November 28, 2012 - Approved)
- SP-538.** **Stephanie and Chad Bailey, on behalf of the Cleveland Road Animal Hospital,** requesting general and final development plan approval in order to construct a 13,200-sq. ft. animal hospital at 2752 Cleveland Road in a C-5 (General Commercial) District. (February 22, 2012 - Approved)
- SP-539.** **William Lemmon, on behalf of Lemmon & Lemmon,** requesting general development plan approval in order to construct a 55-unit assisted living facility and apartments housing 96-units in an R-4 (Multi-Family) District for property located on the south side of Portage Road, between Robinhood and Allandale (parcel 6702274000). (March 28, 2012 - Approved)
- SP-540.** **Wooster Growth Corporation** requesting general and final development plan approval in order to construct a 26,000-sq. ft. public parking lot in a C-4 (Central Business) District for property located on Walnut Street, between Court Alley and West Liberty Street (parcels 6401685000 and 6401686000). (March 28, 2012 - Approved)

- SP-541. William Lemmon, on behalf of Lemmon & Lemmon,** requesting final development plan approval in order to construct a 55-unit assisted living facility and three (3) apartment buildings consisting of 82 units on 16+ acres in an R-4 (Multi-Family) District, for property located on the south side of Portage Road, between Robinhood and Allandale (Parcel 6702274000). (June 27, 2012 - Approved)
- SP-542. Wayne County Historical Society** requesting general and final development plan approval in order to reconstruct a log cabin and a smokehouse on the Society's campus, in an R-2 (Single Family) District, for property located at 546 East Bowman Street. (June 27, 2012 - Approved)
- SP-543. Palm House Apartments II, LLC** requesting final development plan approval in order to rehabilitate an existing 62-unit apartment development located in an R-4 (Multi-family) and R-T (Traditional Residential) District at 1183 Rebecca Street. (July 25, 2012 - Approved)
- SP-544. Wooster City Schools** requesting final development plan approval in order to place a 10' x 12' storage building to the north of the Dean Davis building on the Kean Elementary School property in a CF (Community Facilities) District at 432 Oldman Road. (August 22, 2012 - Approved)
- SP-545. Chesterland Productions** requesting general and final development plan approval in order to construct a 105,600-sq. ft. addition onto an existing building in an M-2 (General Manufacturing) District at 1825 Enterprise Parkway. (September 5, 2012 - Approved)
- SP-546. Wooster City Schools** requesting final development plan approval in order to construct two baseball dugouts on the Wooster High School campus located in a CF (Community Facilities) District at 515 Oldman Road. (September 26, 2012 - Approved)
- SP-547. Campbell Construction Company, on behalf of LUK USA, LLC** requesting general and final development plan approval in order to construct a press room and subassembly addition onto the existing building at 3401 Old Airport Road, for property located in an M-2 (General Manufacturing) District. (October 24, 2012 - Approved)
- ZC-244. Aimee Lane, Esquire, on behalf of Ross Winkler,** requesting approval and recommendation to City Council of a zoning amendment to the Wooster Planning and Zoning Code, Section 1149.03(c)(4), in order to permit the continued use of legal non-conforming residential dwellings that are destroyed beyond 50% of the replacement value. (January 25, 2012; February 8, 2012 (worksession); February 22, 2012 - Denied)
- ZC-245. Matthew Long, on behalf of Tim and Carol Hall,** requesting a zoning amendment to the official City of Wooster zoning map following the annexation of 2457 Melrose Drive to an R-3 (Attached Single-Family / Townhouse) District. (March 28, 2012 - Approved)

- ZC-246.** **Sandra Hull, on behalf of Main Street Wooster,** requesting approval and recommendation to City Council of a zoning amendment to the Wooster Planning and Zoning Code, Section 1149.03(c)(4), in order to rebuild, on an appeals basis, legal non-conforming residential dwellings that are destroyed beyond 50% of the replacement value when the owner would incur undue hardship. (April 25, 2012; May 23, 2012 - Approved)
- ZC-247.** **City of Wooster** requesting approval and recommendation to City Council of amendments to the Wooster Planning and Zoning Code (Title One, General Provisions/Administration, Chapters 1105-1111 and Chapters 1115-1119; Title Three, Zoning District/Use Regulations, Chapters 1125-1143 and Chapters 1147-1149; Title Five, Regulations Applicable to All Districts, Chapters 1165, 1169, and 1171). (June 27, 2012 - Approved)
- ZC-248.** **Wooster Growth Corp., on behalf of Brasfond USA Corp.,** requesting recommendation and approval of the zoning of a .69 acre parcel (being petitioned for annexation) to an M-2 (General Manufacturing) District for property located on the east side of Geyers Chapel Road, between Long Road and Benden Drive. (September 25, 2012. See also ZC-251, 11/28/12 - Approved)
- ZC-249.** **City of Wooster** requesting approval and recommendation to City Council of amendments to the Wooster Planning and Zoning Code (Title One, General Provisions/Administration, Chapter 1119, Amendments, Section 1119.08(b), Recommendation by the Planning Commission, and Section 1119.10(d), Action by City Council). (October 24, 2012 - Approved)
- ZC-250.** **J. Douglas Drushal, on behalf of LUK USA, LLC and The Donald and Alice Noble Foundation,** requesting approval and recommendation to City Council of the zoning of 140.012 acres (being petitioned for annexation) to an M-4 (Open Space/Heavy Manufacturing) District for property located on the west side of State Route 585/Akron Road, between Old Airport Road and Geyers Chapel Road. (November 28, 2012 - Approved)
- ZC-251.** **Wooster Growth Corp., on behalf of Brasfond USA Corp.,** requesting approval and recommendation to City Council of the zoning of a .69 acre parcel (being petitioned for annexation) to an M-2 (General Manufacturing) District for property located on the east side of Geyers Chapel Road, between Long Road and Benden Drive. (November 28, 2012 - Approved)

Appendix 4: Board of Zoning Appeals Requests

- 2012-1.** **James D. Porr** requesting an area variance from Planning and Zoning Code Section 1133.07 in order to construct a wheelchair ramp at 715 Lincoln Street in an R-2 (Single-Family) District. (January 5, 2012 - Approved)
- 2012-2.** **Wooster Community Hospital** requesting a use variance from Planning and Zoning Code Section 1133.02 in order to change the use of a house from single-family to the Wayne County Child Advocacy Center at 1734 Gasche St. in an R-1 (Suburban Single-Family) District. (January 5, 2012 - Approved)
- 2012-3.** **Sherwin Williams** requesting that the Board rescinds a condition from a former variance which limits the quantity and arrangement of freestanding signs in order to build another monument sign at 3790 Burbank Road in a C-5 (General Commercial) District. (January 5, 2012 - Denied)
- 2012-4.** **Stuart Freeman** requesting area and use variances from Planning and Zoning Code Sections 1133.03c and 1149.03 in order to construct a garage addition onto a nonconforming use at 526 McKinley Street in an R-T (Traditional Residential) District. (January 5, 2012 - Withdrawn)
- 2012-5.** **Chad Bailey, Cleveland Road Animal Hospital**, requesting an area variance from Planning and Zoning Code Section 1169.12 in order to reduce the width of parking spaces from 10 feet to 9 feet at 2752 Cleveland Road in a C-5 (General Commercial) District. (March 1, 2012 - Approved)
- 2012-6.** **Brady Sign, on behalf of Beth Lowenstern**, requesting an area variance from Planning and Zoning Code Section 1171.06 in order to construct a roof sign at 2981 Cleveland Road in a C-5 (General Commercial) District. (March 1, 2012; April 5, 2012 - Denied)
- 2012-7.** **Melrose Orchard Committee** requesting a use variance from Planning and Zoning Code Chapter 1133 in order to operate a haunted barn attraction for the month of October at 1618 Portage Road in an R-1 (Suburban Single Family) District. (April 5, 2012 - Approved)
- 2012-8.** **Wooster Growth Corporation** requesting area variances from Planning and Zoning Code Chapters 1141, 1147, 1165, and 1171, landscaping and parking regulations, in order to construct a public use parking lot for property on Walnut Street, between Court Alley and West Liberty Street (parcels 6401685000 and 6401686000), in a C-4 (Central Business) District. (April 5, 2012 - Approved)
- 2012-9.** **United Way of Wayne and Holmes Counties** requesting a use variance from Planning and Zoning Code Section 1141.02 in order to construct a community garden east of 323 East North Street (parcels 64-02260 and 64-01847) in a C-4 (Central Business) District. (May 3, 2012 - Approved)

- 2012-10. St. Paul Hotel Properties** requesting area variances from Planning and Zoning Code Sections 1141.09 and 1171.06 in order to construct a privacy fence and install additional flag signage at 203 South Market Street in a C-4 (Central Business) District. (May 3, 2012 - Approved)
- 2012-11. Alan Ratliff, on behalf of Inktastic,** requesting a use variance from Planning and Zoning Code Section 1141.02 in order to construct a 9,960-sq. ft. print shop at 5214 Cleveland Road in a C-5 (General Commercial) District. (May 3, 2012 - Approved)
- 2012-12. Walnut Street Antiques** requesting an area variance from Planning and Zoning Code Section 1171.03 (c) in order to install a 5' x 12' wall mounted sign on the south side of the building at 132 North Walnut Street (parcels 64-01321, 64-01316 and 64-01317) in a C-4 (Central Business) District. (June 7, 2012 - Approved)
- 2012-13. Watkins Lighting, on behalf of Party City,** requesting approval of an area variance from Planning & Zoning Code Section 1171.07 (f), Design Standards, in order to install a wall mounted, multi-colored sign on the front façade of a building located at 3793 Burbank Road (parcel 6702027000) in a C-5 (General Commercial) District. (July 5, 2012 - Approved)
- 2012-14. Cynthia Veemara** requesting approval of an area variance from Planning & Zoning Code Section 1169.08 (a), (b), Allowance For Off-Site Parking, and Section 1169.04 (f) (6), Table Service Minimum Parking Requirements, in order to operate a restaurant and bar at 350 East Liberty Street (parcels 6401224000, 6401219000, 6401220000) in a C-4 (Central Business) District. (July 5, 2012 - Approved)
- 2012-15. S & D Realty, on behalf of The Market Grill,** requesting approval of an area variance from Planning & Zoning Code Section 1141.09 (b), Fences and Walls, in order to erect a nine (9) foot high fence to the rear of property located at 234 South Market Street (parcel 6400838000) in a C-4 (Central Business) District. (July 5, 2012 - Approved)
- 2012-16. Palm House Apartments II, LLC** requesting approval of an area variance from Planning & Zoning Code Section 1135.05(c), Accessory Use Setback Regulations, in order to replace an existing maintenance building with a new prefabricated maintenance/storage building on the south side of the property at 1183 Rebecca Street in a an R-4 (Multi-Family) District. (August 2, 2012 - Approved)
- 2012-17. Stantec Architecture, Inc.** requesting approval of an area variance from Planning & Zoning Code Section 1169.04 (f)(6), Minimum Parking Requirements, in order to reduce the number of existing parking spaces so that a second drive-thru lane can be added for the **McDonald's Restaurant** located at 540 Beall Avenue in a C-2 (Neighborhood Business) District. (August 2, 2012 - Approved)

- 2012-18. Bret A. Defibaugh** requesting a use variance from Planning and Zoning Code Section 1133.02, Use Regulations, and an area variance from Chapter 1169.08, Allowance For Off-Site Parking, in order to operate a haunted barn attraction for eleven (11) nights in October of 2012 at 1618 Portage Road in an R-1 (Suburban Single Family) District. (October 4, 2012 - Withdrawn)
- 2012-19. Vertical Runner** requesting area variances from Planning and Zoning Code Section 1171.06, Prohibited Signs, and Table 1171.04(a)(3), Maximum Number and Square Footage of Projecting Signs, in order to install two flag signs at 207 South Market Street in a C-4 (Central Business) District. (November 1, 2012 - Denied)

Appendix 5: Design and Review Board Requests

- DR-432. (C-4, Public Square Landmark District). LetterGraphics, Inc., on behalf of the St. Paul Hotel,** requesting Board approval in order to erect a building mounted, internally illuminated, suspended sign with acrylic lettering for property located at 203 South Market Street. (February 14, 2012; March 13, 2012 - Approved)
- DR-433. (C-4, Public Square Landmark District). LetterGraphics, Inc., on behalf of South Market Bistro and Spoon Market,** requesting Board approval in order to erect two, 48" x 96", building mounted, non-illuminated, signs for property located at 151 South Market Street. (February 14, 2012 - Approved)
- DR-434. (C-4 District). Sign Design, on behalf of Exotic Tan,** requesting Board approval in order to erect a 4' x 8', building mounted sign for property located at 427 East Liberty Street. *Application does not indicate whether or not the sign is illuminated.* (February 14, 2012 - Approved)
- DR-435. (C-4, Public Square Landmark District). AODK, on behalf of City Square Steakhouse,** requesting Board approval of exterior changes including a new covered patio bar/eating area, planters and a gas fireplace for property located at 148 South Market Street. (March 13, 2012 - Approved)
- DR-436. (C-4 District). AODK, on behalf of The Market Grill,** requesting Board approval in order to relocate and refurbish an existing building mounted sign and seeking the Board's recommendation to the Planning Staff on proposed exterior building changes per the plans provided (including, but not limited to, molding, windows, lintels, light fixtures, awning and outdoor patio area) for property located at 234 South Market Street. (March 13, 2012 - Approved)
- DR-437. (C-1, North Market Street Landmark District). Cutler Real Estate** requesting Board approval in order to replace the sign face of an existing externally illuminated, freestanding sign for property located at 570 North Market Street. (April 10, 2012 - Approved)
- DR-438. (C-4, Public Square Landmark District). Wooster Growth Corporation** requesting Board approval in order to construct a public parking lot for property located on Walnut Street, between Court Alley and West Liberty Street (parcels 64-01685.000 and 64-01686.000). (April 10, 2012 - Approved)
- DR-439. (C-4, Public Square Landmark District/National Register, Non-Contributing Building). Gary and Kim Gantz** requesting Board approval in order to demolish the Quonset hut to provide for future parking for property located at 130 South Walnut Street. (April 10, 2012 - Approved)
- DR-440. (C-4, Public Square Landmark District). St. Paul Hotel Properties** requesting Board approval of landscaping, fencing, signage, outdoor lighting, and deck with ADA compliant ramp for property located at 203 South Market Street. (April 10, 2012 - Approved)

- DR-441. (C-4, Public Square Landmark District). C&C Wellert Properties** requesting Board approval in order to demolish (partially) an existing garage/storage area at 149 North Walnut Street. (May 8, 2012 - Withdrawn)
- DR-442.. (C-4 District). Phil Starr** requesting Board approval in order to replace an existing concrete stairway with wood stairs and landing at 150 North Walnut Street. (May 8, 2012 - Denied)
- DR-443. (C-1, North Market Street Landmark District). Forest and Georgia Muir** requesting approval of landscaping and painting of an existing porch (white—south side) for property located at 439 North Market Street. (May 8, 2012 - Approved)
- DR-444. (C-4, Public Square Landmark District). G&G Boutique** requesting Board approval of a 35" x 150" Dibond, building mounted, signboard, non-illuminated, for property located at 144 West Liberty Street. (May 8, 2012—Withdrawn)
- DR-445. (C-4 District). Walnut Street Antiques** requesting Board approval of four, building mounted, non-illuminated signs for property located at 132 North Walnut Street. (May 8, 2012 - Approved)
- DR-446. (C-4, Public Square Landmark District). G&G Boutique** requesting Board approval in order to erect a 35" x 150.5" Dibond, building mounted, signboard, non-illuminated, for property located at 144 West Liberty Street. (June 12, 2012 - Approved)
- DR-447. (C-1, North Market Street Landmark District). City of Wooster Fire Division** requesting Board approval in order to install a diesel exhaust collection and removal system for property located at 510 North Market Street. (June 12, 2012 - Approved)
- DR-448. (C-4 District). Evolution Cards** requesting Board approval in order to erect a 2' x 8', building mounted, internally illuminated sign for property located at 338 South Market Street. (June 12, 2012 - Approved)
- DR-449. (C-1, North Market Street Landmark District). Rosanne Shriner** requesting Board approval in order to paint the exterior of the building located at 449 North Market Street. (COLORS: SW6261 Swanky Gray; SW6264 Midnight; SW7630 Raisin; SW0072 Deep Maroon). (August 14, 2012 - Approved)
- DR-450. (C-4, Public Square Landmark District). Terry Moser, on behalf of Wooster Natural Foods,** requesting Board approval in order to remove an existing door and replace it with a wall; repair/replace existing gutters and downspouts; roof repairs, including adding flashing; and replacing old siding with stone at 138 East Liberty Street. (September 11, 2012 - Approved)

- DR-451. (North Market Street Landmark District). Forest Muir** requesting Board approval in order to brick in an existing door with salvaged brick (same brick as existing structure) for property located at 439 North Market Street (Sloane House). (September 11, 2012 - Approved)
- DR-452(a) and (b). (C-4, Public Square Landmark District). LetterGraphics, on behalf of Vertical Runner,** requesting Board approval in order to erect two, building mounted, non-illuminated signs as follows: **(a)** 21.5" x 108" (front facade), 1" thick custom routed PVC letters, painted finish, pin mounted off .5"; and **(b)** 22" x 48" (rear of building), 1" thick custom routed PVC panel. (September 11, 2012 - Approved)
- DR-453. (C-4 District). Wooster Quick Lube** requesting Board approval in order to erect a 4' x 36' valance (front), two 4' x 30' valances (sides), and two 4' x 4' sign panels for property located at 321 West Liberty Street. (October 9, 2012 - Approved)
- DR-454. (C-4 District). Minuteman Press** requesting Board approval in order to erect a 3' x 10' building mounted, internally illuminated sign at 503-C East Liberty Street. (October 9, 2012 - Approved)
- DR-455. (C-4 District). Thai 1** requesting Board approval in order to replace an existing 2' x 26' awning, internally illuminated, at 503-A East Liberty Street. (November 13, 2012 - Approved)
- DR-456. (C-4 District). Wooster Brewery** requesting Board approval in order erect a 36" x 96" building mounted sign, non-illuminated, on the front of the building, and a 36" x 84" building mounted sign, non-illuminated, on the side of the building for property located at 120 Beall Avenue. (December 11, 2012 - Approved)