

**MINUTES**  
**City of Wooster Design and Review Board**  
**April 12, 2016**

**I. MEETING CALLED TO ORDER AND ROLL CALL**

Sandra Hull, Vice Chairman of the Design and Review Board, called the meeting to order. Commission members Susan Bates, Dick Deffenbaugh, Louise Keating, Dick Kinder, and Keith Speirs were present at the meeting. Commission member John Campbell was not in attendance. Andrew Dutton, Planning and Zoning Manager, was present representing the City of Wooster.

**II. APPROVAL OF MINUTES**

Mrs. Keating moved to approve the Minutes of the March 8, 2016, regular meeting of the Design and Review Board. Mr. Kinder seconded the motion. The motion carried 6-0.

**III. CERTIFICATE OF APPROPRIATENESS APPLICATIONS**

**DR-582.**

Chris Butdorf of LetterGraphics, Inc. representing Spoon Market requested Certificate of Appropriateness approval for wall signs, a projecting sign, awning signs and the recovering of awnings at 144 West Liberty Street in the Public Square Landmark District.

Chris Butdorf of LetterGraphics, Inc. gave a brief overview. He stated that Spoon Market was relocating to West Liberty Street and wanted to use the existing signs for the new location. Mr. Butdorf stated Spoon Market wanted to use the projecting sign on the front of the building. Mr. Butdorf continued that the awnings in the back of the building would be recovered with a black material.

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

**DR-592.**

Chris Butdorf of LetterGraphics, Inc. representing The Butcher Shop requested Certificate of Appropriateness approval for projecting and window signs at 147 South Market Street in the Public Square Landmark District.

Chris Butdorf of LetterGraphics, Inc. stated The Butcher Shop wanted to add window graphics as well as a hanging sign to replace the sign that was there. Mr. Butdorf added that projecting sign placed in the front of the building would be a circular sign.

Louise Keating moved to approve the application as presented. Dick Kinder seconded the motion. The motion carried 6-0.

***DR-583.***

Doug Laditka of the College of Wooster requested Certificate of Appropriateness approval for a freestanding sign at 1315 Beall Avenue (Babcock Hall) in the College of Wooster Landmark District.

James Davis of the College of Wooster stated the sign was similar to the other signs on campus, as noted in the pictures presented.

Dick Kinder moved to approve the application as presented. Louise Keating seconded the motion. The motion carried 6-0.

***DR-590.***

Ken Stiffler of Sign Design Wooster, Inc. representing Cowhaus Creamery requested Certificate of Appropriateness approval for wall and window signs at 137 North Market Street in the Public Square Landmark District.

Ken Stiffler of Sign Design stated Cowhaus Creamery was requesting a wall sign with 11" gold metallic flat acrylic letters installed on the façade with a black background and window signs measured 8" by 30", on each window.

Susan Bates moved to approve the application as presented. Louise Keating seconded the motion. The motion carried 6-0.

***IV. SIGN APPROVAL APPLICATIONS***

***DR-591.***

Ken Stiffler of Sign Design Wooster, Inc. representing Clearview Investments, Ltd. requested sign approval from the Board for face replacements of an existing freestanding sign at 135 Beall Avenue in the C-4 Zoning District.

Ken Stiffler of Sign Design stated that some tenants on the property wanted their business names on the panel slots of the sign. Mr. Stiffler stated the application was a joint venture with Dan Fought of Fought Signs. He continued that the design of the signs remained the same though the sign faces were changed. Mr. Stiffler stated that ASAP wanted their sign face changed from the design presented. Mr. Stiffler stated the sign would not be illuminated. Mr. Stiffler stated that other sign faces would also be different from what was submitted.

Sandra Hull suggested the application be tabled.

Louise Keating moved to table the application. Dick Kinder seconded the motion. The motion carried 6-0.

***DR-584.***

Major Harrison of Brilliant Electrical Sign Company representing Farmers National Bank requested sign approval from the Board for the wall, freestanding and directional signs at 305 West Liberty Street in the C-4 Zoning District.

Major Harrison of Brilliant Electrical Sign Company stated the freestanding sign would remain the same with a new sign face for the Farmers Bank. Mr. Harrison continued the two wall signs, 2'-8" by 2'-1", would be placed on the north and south entrance panels of the building. He indicated the wall signs would be wheat logos with white backgrounds. Mr. Harrison also stated that the directional signs were revised to make the "ATM" text more prominent.

Sandra Hull stated the wheat sign was a logo change to the current signage.

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

***DR-588.***

Dan Fought of Fought Signs representing Wooster Bounce House, LLC and Dari-Land Ice Cream, LLC requested sign approval from the Board for wall signs at 306 West Liberty Street in the C-4 Zoning District.

Dan Fought stated that Dari-Land Ice Cream wanted to place signs on the east and west ends of the building. Mr. Fought stated the signs would be wood. Sandra Hull asked if people would see the signs when driving by it. Dick Kinder stated the signs had a lot to read on them and he didn't think people would see the signs. Mr. Fought responded that he had submitted the signs as requested by the business owner.

Susan Bates moved to approve the application as presented. Dick Deffenbaugh seconded the motion. The motion carried 4-2 with Susan Bates, Louise Keating, Dick Deffenbaugh, and Keith Speirs voting yes and Sandra Hull and Dick Kinder voting no.

***DR-589.***

Dan Fought of Fought Signs representing Avon requested sign approval from the Board for a wall sign at 243 East Liberty Street in the C-4 Zoning District.

Dan Fought stated the sign was a 1' by 3' wood sign with a black background and pink lettering. He continued that the sign would be placed on the exterior wall at the Best Western between two windows on the building front.

Louise Keating moved to approve the application as presented. Susan Bates seconded the motion. The motion carried 6-0.

**V. C-4 DISTRICT RECOMMENDATION APPLICATIONS**

***DR-585.***

Dave Wengerd of Wootown Properties requested an approval recommendation from the Board for alterations to window and the front door at 133 North Bever Street the C-4 Zoning District.

Dave Wengerd stated that a new tenant was going into the building, Helm's Barber Shop, and he wanted to replace the glass block windows in the front and side. Mr. Wengerd stated the front glass would be glass matching the other window and both side windows were replaced. Mr. Wengerd continued that the two windows on the side of the building were also see through glass, and the third window was bricked closed.

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

***DR-586.***

Dave Wengerd of Wootown Properties requested an approval recommendation from the Board to paint exterior brick at 236 South Market Street in the C-4 Zoning District.

Dave Wengerd stated they wanted to paint both the buildings. Mr. Wengerd submitted the paint chips including two different gray colors.

Dick Deffenbaugh moved to approve the application as presented. Louise Keating seconded the motion. The motion carried 6-0

***DR-587.***

Dave Wengerd of Wootown Properties requesting an approval recommendation from the Board to paint exterior brick at 242 South Market Street in the C-4 Zoning District.

Louise Keating moved to approve the application as presented. Susan Bates seconded the motion. The motion carried 6-0.

**VI. ADJOURNMENT**

Dick Kinder moved to adjourn the meeting. Dick Deffenbaugh seconded the motion. The motion carried 6-0. The meeting adjourned at 6:00 p.m.

---

Sandra Hull, Vice-Chairman

---

Carla Jessie, Administrative Assistant