

# MINUTES DESIGN & REVIEW BOARD

AUGUST 13, 2013

**MEMBERS PRESENT:** Keith Speirs, Dick Kinder, Louise Keating, John Campbell, Sandra Hull, Dick Deffenbaugh and Susan Bates

**STAFF PRESENT:** Andrew Dutton

## I. MINUTES

Sandra Hull moved, Susan Bates seconded, to approve the Minutes of June 11, 2013 as received. Motion carried.

## II. PROJECT REVIEW AND/OR APPROVAL

- A. **DR-471. (C-4, Public Square Landmark District). Taggart Properties Ltd.** requesting Board approval of changes to the exterior of the building (windows and doors) for property located at 140-142 West Liberty Street.

Michael Downs, MD Custom Builders, stated energy efficient, Pella, aluminum clad windows, were proposed to be installed; new doors were also proposed. Mr. Downs stated the grid patterns and color scheme proposed would be very much in keeping with what currently existed. Mr. Downs indicated the main historic features, such as the headers and stone sills, would stay in place. Mr. Downs noted the windows would be wood on the inside and would be a wood structure on the outside with aluminum clad overtop. The grids would be internal muttons between the glass; the grid spacing would be virtually the same as what existed. Mr. Downs noted the window openings would remain the same. Mr. Downs stated the wood that abutted the brick which surrounded the actual window would be wrapped with aluminum coil the same color as what currently existed. Mr. Downs submitted a sample of the doors to the Board, and he indicated the wood structure from the doors out of the existing openings would be replaced with aluminum clad and would look very similar to what existed at Merchants Block. Mr. Downs indicated that anything which was wood would now become metal; the overall appearance of the doors would stay the same. The existing wood panels which flanked the doors would remain in place but would be repainted.

Ms. Hull questioned what would be done to the windows where the shutters were shown. Mr. Downs noted those windows would stay "as is"; there was one window "around the corner" which would be replaced.

Mr. Deffenbaugh questioned whether the cornice above the windows and the roof cornice would be painted. Mr. Downs stated he did not know their condition and

whether they needed painting but that once the windows and doors were installed, he would take a look at the cornice to see if any work was needed. From a distance, it did not appear that any major reconstruction would be needed.

Mr. Campbell stated it was his understanding that the only change to the exterior of the building, color wise, were the door frames. Mr. Downs stated they had two different glass options—low e or clear, but because the doors were recessed, Wooster Glass was suggesting clear; the windows would all have low e in them.

Mr. Downs indicated that Taggart Law would be willing to do the windows on the first level in aluminum clad (more like a storefront) to match the doors as opposed the Pella replacements, but he felt the proposed Pella windows would be more in keeping with the overall historic look of the building.

Dick Kinder moved, Sandra Hull moved, to approve the request of Taggart Properties, Ltd. as submitted. Motion carried unanimously.

- B. DR-472. (C-4, Public Square Landmark District). Craig Wellert** requesting Board approval of changes to the exterior of the building (painting, masonry, windows, doors, roof, partial demolition, outdoor lighting, parking spaces and landscaping) for property located at 149 North Walnut Street.

Carrie and Craig Wellert, owner of the property at 149 North Walnut Street, submitted additional information to the Board (see file). Mr. Wellert indicated the building in question was not a registered, historic building but the building was located within the City's historic district. Mr. Wellert stated the request included the removal and disposal of the eastern-most two bays of the one story building (demolish) and to create a parking lot in that area served off of the alley. Ms. Wellert stated the layout of the parking area was done in a fashion where there would be access to a garage door which would exist on the wall once the bays were removed. Mr. Wellert indicated part of the chimney would be removed—the top 4-5'; the existing TV antenna would be removed. Mr. Wellert indicated the cedar siding would be removed from the building façade all the way around the building. Mr. Wellert stated they were still uncertain what was underneath the cedar façade, but it was the hope that it was brick. Mr. Wellert indicated that on the north side of the building, there were loose, veneer bricks which would be removed and would be re-bricked. Mr. Wellert stated on the west side of the building was drivet/EFIS which would either be covered or removed. Mr. Wellert stated all of the windows would be removed and replaced with aluminum clad, low e-grade windows. Mr. Wellert stated on the north side of the building were old garage doors and would be masonry closed with possibly some of the existing bricks from the demolished building (Wooster pavers depending on the cost of reusing them). Mr. Wellert stated the C&C Video entrance would be through the double vinyl glass door; the second opening would be completely shut in with brick; the third opening would be a regular man door to provide entry into the back part of the studio(planters would be added in that area); on the final opening, a 10' x 10' overhead garage door would be mounted (an 8' x 8' one currently

existed) – see drawing. Mr. Wellert stated new framing would be added to rework the existing façade framing, and it was their hope that the framing would go from the roofline across the bottom of the windows to tie in with the rest of the building. Mr. Wellert stated new, parapet wall plates would be added; the roof deck would be patched to support the new roof deck on the new, east wall area. New metal parapet wall caps would be installed around the entire perimeter of the building to replace the ones which were either clay tile blocks or concrete blocks. Mr. Wellert stated flashing would be installed over the façade of the 2-story building area. Mr. Wellert stated that on the north and west walls of the building, the façade would be changed to have a sculpted face and cornice work. Mr. Wellert indicated the roof needed to be redone. Two garage doors would be installed – one on the north side, and one on the east side. All storefront windows would be replaced with aluminum clad windows; the upper 8 windows on the 2<sup>nd</sup> story would be replaced; the storefront entrance would be replaced (Great Finds retail). Mr. Wellert stated all doors and windows would be aluminum clad; all the trim would match the doors and windows. Solar lighting was planned on the building per the drawing provided to the Board.

Mr. Speirs questioned if there would be glass in the garage doors. Mr. Wellert stated there would likely be one panel which would have glass in it.

Mr. Kinder questioned if apartments existed on the 2<sup>nd</sup> story. Ms. Wellert stated yes. Mr. Kinder questioned if the lean-to to the rear was an apartment as well. Ms. Wellert stated yes—it was a 1-bedroom apartment with a living room and a kitchen.

Mr. Wellert stated that, depending on funding, he was hoping to also paint the south side of the building which was currently white, and they would like to paint that to match the rest of the building (taupe).

Mr. Campbell stated he would not be able to make comments about the request as he had consulted with the Wellerts on their proposal.

Mr. Kinder questioned where the outside entrance was to the apartments. Ms. Wellert stated an existing man door was one of the entrances; on the north side, there was a man door at the very end of the building as well.

Jonathan Millea, City of Wooster Economic Development Coordinator, stated the Wellerts were participating in the Downtown Revitalization Grant, and it was their hope that the Board would grant the approval so that they could begin the project and meet the grant deadlines. Mr. Millea also noted that the Ohio Historical Preservation Office had reviewed the proposed scope of the project, and they found the building to be non-historical in nature and that project would not be a detriment to the building.

Mr. Speirs questioned landscaping for the proposed parking lot. Ms. Wellert stated since part of the property faced the sidewalk, they would like to add a 3 - 4'

greenspace area with a low hedge plantings. Mr. Dutton indicated that the parking area would likely have to be reviewed/approved by the Board of Zoning Appeals. Ms. Wellert indicated the proposed parking area would be similar to the Chase Bank parking area to the rear of their building. Ms. Wellert indicated that by adding landscaping to the interior of the proposed parking area, it would make it virtually unusable. Ms. Wellert stated there were other plans for landscaping, but that they would come back to the Board for their approval once those details had been finalized.

Mr. Kinder questioned if any of the parking spaces would be designated for use by the tenants. Mr. Wellert stated yes.

Louise Keating moved, Sandra Hull seconded, to approve the request of Craig Wellert as proposed at 149 North Walnut Street. Motion carried unanimously.

- C. **DR-473. (C-4 District). Wings, Wheels & Waves** requesting Board approval of a 4' x 10' aluminate sign using the existing frame for property located at 133 North Bever Street.

No representative was present.

Ms. Hull requested that the Board table the request. Ms. Hull stated she would like to meet with the business owner to discuss the sign.

Sandra Hull moved, Dick Kinder seconded, to table the request of Wings, Wheels & Waves at 133 North Bever Street to the Board's September meeting. Motion carried unanimously.

### III. MISCELLANEOUS

Discussion of CLG Application/Amendments to Chapter 155.

Mr. Dutton stated the amendments to Chapter 155 were before the Board and included procedural changes.

Mr. Campbell stated Section 155.06 (b)(2)C noted that a plot plan was required, but indicated that would not be the case when sign approval was being requested. Mr. Dutton noted that the section did note, "An application for a Certificate of Appropriateness shall contain the following, as applicable".

Mr. Campbell noted that under Section 155.06 (b)(3), the applicant or a representative/agent *shall* be present at the meeting at which action on the request is to occur. Mr. Campbell stated the Board had discussed that previously, and felt that possibly might not be necessary (if the applicant did not wish to come) but that the applicant would then risk the possibility of the request not being approved. Mr. Campbell suggested that the language be changed to "is encouraged" to be present at the meeting...".

Mr. Campbell questioned Section 155.06(b)(4)D ii which read: If the structure is in disrepair, the condition of the structure provides no practical rehabilitation options and such condition is not the result of neglect by the property owner. Mr. Campbell stated that if a structure was in disrepair, it would typically be because of neglect by the property owner and by including that statement, the structure would never be permitted to be demolished. Ms. Hull agreed. Mr. Campbell suggested omitting that section. Mr. Dutton stated they were considerations and not hard criteria. Mr. Dutton stated the section could also apply to instances where an act of God destroyed part of a home and not solely neglect. Mr. Campbell stated when he read the section, his interpretation applied more to neglect. Mr. Dutton indicated he would remove the section in its entirety.

Sandra Hull moved, Susan Bates seconded, to approve amendments to Chapter 155 as amended per the discussion of the Board.

Mr. Dutton stated one of the pieces of the CLG application was the ordinance, and the other was to obtain resumes from each Board member. Mr. Dutton asked the Board members to submit their resumes to him in order to complete this step.

Meeting adjourned at 6:15 p.m.

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**Andrew Dutton, Staff Liaison**