

**MINUTES**  
**City of Wooster Design and Review Board**  
**June 12, 2018**

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

John Campbell, 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 Keith Speirs were present at the meeting. Board member Susan Bates was absent. Andrew Dutton, Planning and Zoning Manager, was present representing the City of Wooster.

**II. APPROVAL OF MINUTES**

Louise Keating moved to approve the Minutes of May 8, 2018, regular meeting of the Design and Review Board. Dick Kinder seconded the motion. The motion carried 6-0.

**III. APPLICATIONS**

***DR-18-16.***

Dawn Schirm representing Friendtique requested sign approval for wall signs and window signs and a recommendation from the Board for a change in exterior paint color at 205, 211 and 223 West Liberty Street in the C-4 Zoning District.

Calvin Bond stated that Friendtique was opening a second store and wanted the storefronts to match. Mr. Bond explained that the proposal was to change the upper facade to navy and the lower facade to cream. Mr. Bond continued that the logo was changing to a new font with navy lettering. Mr. Bond stated that the lettering on the bottom of the windows would come off and decals would be added to the top of the doors. Mr. Bond explained that the new store would be changed to a sage and olive color on the storefront and the main logo would be centered over the two main entrance doors. Mr. Bond continued that a Vintage Home Finds sign would be added above the remaining storefront with a sage trim.

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

***DR-18-17.***

Travis Snyder requested Certificate of Appropriate approval for the addition of an entrance ramp and the replacement of doors at 442 North Market Street in the North Market Street Landmark District.

Travis Snyder stated that the applicant was to replace 3 exterior entrance doors and add a handicap ramp to the back of the building. Mr. Snyder explained that the proposed railing would match the existing railings. Mr. Dutton stated that Mr. Speirs should recuse himself from reviewing the application as he had worked on Architectural plans for the project. Mr. Speirs stated he would recuse himself from reviewing the application.

Sandra Hull moved to approve the application as submitted. Dick Deffenbaugh seconded the motion. The motion carried 5-0.

***DR-18-18.***

Robert Everett of the Wayne County Historical Society requested Certificate of Appropriate approval for alterations to parking, fencing, and landscaping at 546 East Bowman Street, the Other Landmark Property.

Robert Everett stated that the existing parking lot was added several years ago including an entrance and exit on Spink Street. Mr. Everett explained that the Wayne County Historical Society was requesting a vinyl fence along the edge of the parking lot. Mr. Everett continued that the proposed 6 foot tall Cambridge style privacy fence would be clay in color. He continued that the Baron style yard fence would be 4 foot tall, 50 percent and clay in color. Mr. Everett stated that the proposal also included trees and shrubs.

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

**IV. PLANNING AND ZONING CODE EFFECTIVE 6/6/18**

Andrew Dutton gave a brief overview of the changes to the Planning and Zoning Code. He stated that Design and Review Board procedures and requirements were relocated and updated. Mr. Dutton stated that the changes were effective on June 6, 2018.

**V. ADJOURNMENT**

Louise Keating moved to adjourn the meeting. Dick Kinder seconded the motion. The motion carried 6-0. The meeting adjourned at 5:54 p.m.

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John Campbell, Chairman

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Carla Jessie, Administrative Assistant