

MINUTES
City of Wooster Design and Review Board
May 10, 2016

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 not in attendance. Andrew Dutton, Planning and Zoning Manager, was present representing the City of Wooster.

II. APPROVAL OF MINUTES

Sandra Hull moved to approve the Minutes of the April 12, 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-594.

Chris Butdorf of LetterGraphics, Inc. representing Washington Properties of Wooster; Ltd. requested Certificate of Appropriateness approval for a wall sign and an address sign at 121 North Market Street in the Public Square Landmark District.

Chris Butdorf gave a brief overview of the application. Mr. Butdorf stated that the tenants in the building wanted more exposure on the outside of the building. Mr. Butdorf stated that the address sign and the directory were designed with an art deco look.

Sandra Hull asked if the address sign and the directory were the only changes. Mr. Butdorf answered they were the only changes at the time.

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

DR-597.

Chris Butdorf of LetterGraphics, Inc. representing Liberty Street Marketplace requested Certificate of Appropriateness approval for a rear sign at 146 East Liberty Street in the Public Square Landmark District.

Chris Butdorf stated that the building had a directory on the front of the building at pedestrian level and tenants wanted to add a directory on the wall adjacent to the rear parking lot. Mr. Butdorf continued that the sign would easily identify the tenants in the building.

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

DR-598.

Greg Ernst of AODK Inc. representing Basil Asian Bistro requested Certificate of Appropriateness approval for exterior ductwork located on the side of the building at 145 West Liberty Street in the Public Square Landmark District.

Greg Ernst stated that two months were spent trying to figure out what to do with the exhaust for the restaurant. Mr. Ernst continued that the exhaust could not go up through the roof due to the location of the condominiums. Mr. Ernst stated that the only place they could put the exhaust was on the west side of the building. Mr. Ernst indicated that there were two ducts and eight PVC pipes that would be encased within the shroud. Mr. Ernst stated the exterior would be painted to match the brick.

Dick Kinder asked if there were any problems with the adjacent apartment. Greg Ernst answered that they were planning on only going up about 10 feet, but after discussing the situation, they decided to place the exhaust vent a little higher. Mr. Ernst stated that the fans would be encased, so there would not be a lot of noise. Mr. Kinder also asked if there would be grease or residue buildup from the exhaust. Mr. Ernst replied that it would need to be occasionally cleaned. John Campbell stated that an exhaust filtration system would result in minimal residue.

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

IV. SIGN APPROVAL APPLICATIONS

DR-591.

Ken Stiffler of Sign Design Wooster, Inc. representing Clearview Investment, 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.

Dan Fought of Fought Signs stated the application was to change the directory sign and replace the existing panels.

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

DR-593.

Ryan Helms of Helms Old Fashion Barber Shop requested sign approval from the Board for a wall sign at 133 North Bever Street in the C-4 Zoning District.

Ryan Helms stated that he wanted to relocate an existing sign from 165 Bever Street to 133 Bever Street. Mr. Helms stated that he wanted to take the hobby shop sign down and put the sign on the face of the building. Mr. Helms further stated that the barber shop pole would be inside the building in one of the front windows.

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

DR-595.

Chris Butdorf of LetterGraphics, Inc. representing Cutler Real Estate requested sign approval from the Board for wall signs at 149 East Liberty Street in the C-4 Zoning District.

Chris Butdorf stated that Cutler Real Estate had moved and wanted approval for a sign on the front of the building and a sign on the Buckeye Street side of the building. Mr. Butdorf stated the two signs were similar.

John Campbell asked if the existing board on the front of the building would stay. Mr. Butdorf explained that the sign on the front would not have a new sign board. Mr. Campbell stated he felt that it would be more appropriate if the Buckeye Street sign was centered between two windows, instead of how it was proposed in an off-center fashion. Mr. Campbell also suggested using a trim around the perimeter of the sign, so that it did not look like a sheet of plywood on the wall.

Sandra Hull asked if the colors of the existing sign could be clarified. Mr. Butdorf stated that the color palette would be in harmony with the building. John Campbell explained the lighter color of the building would be similar to the sign back board and the two darker colors could be used as a trim detail around the perimeter. Mr. Campbell clarified that the trim colors would match the existing trim colors.

Louise Keating moved to approve the application as amended by Mr. Campbell. Sandra Hull seconded the motion. The motion carried 6-0 as amended.

DR-596.

Don Weiler of Morris Sign Studio representing Iforce requested sign approval from the Board for a wall sign at 538 East Liberty Street in the C-4 Zoning District.

No one was present to represent the application. John Campbell stated the sign was an interior lit sign that had a small bar behind it with six letters and a logo across the front.

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

V. MISCELLANEOUS

Discussion regarding the application of the City of Wooster Design Guidelines when reviewing applications.

Andrew Dutton discussed the memorandum provided by staff. Mr. Dutton stated that it included information regarding current procedures, regulations, code requirements, and the Design Guidelines in relation to Design and Review Board applications.

VI. ADJOURNMENT

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

John Campbell, Chairman

Carla Jessie, Administrative Assistant