

**MINUTES**  
**City of Wooster Design and Review Board**  
**July 2, 2020**

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

John Campbell, Chairman of the Design and Review Board, called the meeting to order. Board members Susan Bates, John Campbell, Dick Deffenbaugh, Sandra Hull, and Keith Speirs were present at the meeting. Board member Louise Keating arrived after the approval of minutes and board member Dick Kinder arrived after the review of DR-20-14. 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 June 4, 2020, regular meeting of the Design and Review Board. Dick Deffenbaugh seconded the motion. The motion carried 5-0.

Louise Keating joined the meeting.

**III. APPLICATIONS**

***DR-20-13.***

Roger Kobilarcsik of the City of Wooster requested an approval recommendation for a public parking lot and trash enclosure on the north side of East South Street with parcel numbers 64-01549.001 and 64-01000.000 in the C-4 Zoning District.

Roger Kobilarcsik, 538 North Market Street, stated that the proposal was for the construction of a public parking lot on the east end of downtown. Mr. Kobilarcsik explained that the city owned both lots. He continued that the parking lot was a standard size.

Mr. Campbell stated that the Board evaluated the aesthetics, landscaping, and material used for the trash enclosure. Mr. Campbell questioned the fence material and vehicle access to the west side of the lot.

Mr. Kobilarcsik responded that the trash enclosure would be a vinyl fence matching fencing used for the North and South Buckeye parking lots. He continued that the vehicle access on the west side of the parking lot directly accessed an existing building.

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

***DR-20-14.***

Rhiannon O’Hearn requested sign approval for the face replacement of an existing freestanding sign at 135 West North Street in the C-4 Zoning District.

Jean Bowen Roberts, 301 Wayne Avenue, stated that Rhiannon O’Hearn had taken over ownership of Spa Collections. Mrs. Roberts explained that the sign would incorporate the new name of the business. She continued that the freestanding sign would remain the same and would be wrapped with the new name and logo.

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

Dick Kinder joined the meeting.

***DR-20-15.***

John Zvolensky requested an approval recommendation for a front façade reconfiguration and sign approval for wall signs at 203 West Liberty Street in the C-4 Zoning District.

John Campbell stated that the application was for the renovation of The Parlor Restaurant's front facade and for new signs. Mr. Dutton stated that the brick on the side of the building would be painted with a white Loxon XP waterproofing masonry coating, windows would be replaced with metal windows and signage would be replaced.

Mr. Campbell explained that Tubelite was a brand name for the aluminum framing around the windows.

Ken Stiffler of Sign Design was present and stated that he would be making the sign for The Leaf Restaurant.

Susan Bates moved to approve the application as submitted. Dick Deffenbaugh seconded the motion. The motion carried 7-0.

***DR-20-28.***

Ken Stiffler requested sign approval for a wall sign at 335 East Liberty Street in the C-4 Zoning District.

Ken Stiffler of Sign Design stated that the proposal was for an additional sign on the east face of the building. He stated that the sign would be smaller than the wall sign previously approved on the front of the building.

Sandra Hull moved to approve the application as submitted. Dick Kinder seconded the motion. The motion carried 7-0.

***DR-20-30.***

Michael Mariola requesting approval for sidewalk seating at 148 South Market Street in the Public Square Landmark District.

Michael Mariola, 570 North Market Street, stated that the request was for permission to add patio seating on the sidewalk to serve guests of City Square Steakhouse. Mr. Mariola explained that other restaurants had similar seating in the downtown area. He noted that the need was based on restrictions to the existing patio and dining room. Mr. Mariola indicated that guests desired to dine in an open air environment. Mr. Mariola stated that the drawing included 4 tables in front of the restaurant, with the possibility to expand to 6 tables in the future.

Louise Keating moved to approve the application as submitted. Sandra Hull seconded the motion. The motion carried 7-0.

**IV. ADJOURNMENT**

Dick Kinder moved to adjourn the meeting. Susan Bates seconded the motion. The motion carried 6-0. Dick Deffenbaugh lost the meeting feed and was unable to vote on adjournment.

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**John Campbell, Chairman**

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**Carla Jessie, Administrative Assistant**