

MINUTES
City of Wooster Design and Review Board
September 3, 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, Louise Keating, and Keith Speirs were present at the meeting. Board members Sandra Hull and Dick Kinder were 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 the August 6, 2020, regular meeting of the Design and Review Board. Dick Deffenbaugh seconded the motion. The motion carried 5-0.

III. APPLICATIONS

DR-20-33.

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

Andrew Dutton, 538 N. Market Street, stated that the parking lot was brought to the Board in July for the review of 38 parking spaces, landscaping, and fencing. Mr. Dutton explained that at the time of the original application, lighting for the parking lot was unknown. He continued that the proposal was to install three light poles with four lights in the center island of the parking lot. Mr. Dutton stated that the lights were located in the center island to minimize the spillover of light to adjacent properties. Mr. Dutton explained that the lights were 25 feet tall, black in color and would have full cutoff fixtures that would shine straight down.

Susan Bates moved to approve the application as submitted. Louise Keating seconded the motion. The motion carried 5-0.

DR-20-35.

Ken Stiffler requested a Certificate of Appropriateness approval for window signs at 135 West Liberty Street in the Public Square Landmark District.

Ken Stiffler, 1537 West Old Lincoln Way, stated that the proposal was window signage for Whippt Coffee Bar. He explained that the proposal included two window lettering logos, each 2 feet by 4.5 feet, and several website hashtags. Mr. Stiffler stated that the drawing had been revised from the original.

Louise Keating moved to approve the application as submitted. Susan Bates seconded the motion. The motion carried 5-0.

DR-20-36.

Paul Magee requested Certificate of Appropriateness approval for a wall sign at 132 East Liberty Street in the Public Square Landmark District.

Chris Butdorf, 400 West Market Street, Orrville, stated that the proposal would improve visibility by removing the Hoffee Law Firm sign above the doorway and use an address marker instead. Mr. Butdorf explained that a wall directory of the two tenants in the building was proposed. Mr. Butdorf continued that the sign would incorporate aluminum panels with an Azek trim across the top.

Susan Bates moved to approve the application as submitted. Louise Keating seconded the motion. The motion carried 4-1 with Dick Deffenbaugh voting against approval.

DR-20-34.

Brent Willis requested Certification of Appropriateness approval for a new home and barn and the removal of an existing garage at 2101 East Smithville Western Road, an Other Landmark Property.

Brent Willis, 2101 East Smithville Western Road, stated that he wanted to remove the existing garage and build a new home and barn on the site. Mr. Willis explained that he wanted to build a home approximately 400 feet off the road, with a new garage to match the home in front. Mr. Willis stated that he planned on applying to remove the property's historical status.

Louise Keating moved to approve the application as submitted. Susan Bates seconded the motion. The motion carried 5-0.

IV. ADJOURNMENT

Susan Bates moved to adjourn the meeting. Dick Deffenbaugh seconded the motion. The motion carried 5-0.

John Campbell, Chairman

Carla Jessie, Administrative Assistant