

MINUTES
City of Wooster Design and Review Board
May 6, 2021

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, Dick Kinder, and Keith Speirs present at the meeting. Louise Keating was absent. 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 1, 2021, regular meeting of the Design and Review Board. Susan Bates seconded the motion. The motion carried 5-0-1 with Keith Speirs abstaining.

III. APPLICATIONS

DR-21-09.

Glen Grumbling requested Certificate of Appropriateness approval for sidewalk seating at 123 East Liberty Street in the Public Square Landmark District.

Glen Grumbling, 123 East Liberty Street, stated that the outdoor seating would fit within the guidelines. He continued that the seating would maintain the necessary distance from the street and allow six feet of passage on the sidewalk. Mr. Grumbling explained that six tables would fit within the existing structures on the sidewalk.

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

DR-21-10.

Patrick Lankey requested Certificate of Appropriateness approval for the replacement of windows at 115 West Liberty Street in the Public Square Landmark District.

Patrick Lankey, 201 West Federal Street, Youngstown, stated that the proposal was to replace windows on the south side of the building, facing Liberty Street, and on the north side of the building, facing the alley. Mr. Lankey continued that the existing vinyl clade windows would be replaced with aluminum windows with a matching style. He stated that there would be no muttons on the proposed windows and the brick molding would be maintained on the south facing windows. Mr. Lankey explained that the windows on the north side would not have the brick molding, as they did not have the detailing.

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

DR-21-12.

Christian Butdorf requested sign approval for a wall sign at 120 North Buckeye Street in the C-4 Zoning District.

Christian Butdorf, 400 West Market, Orrville, stated that the existing sign would be removed and a new sign would be installed with enlarged lettering and a logo. Mr. Butdorf explained that the sign would have dimensional elements. Mr. Butdorf continued that the sign would be installed five or six feet from the ground.

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

DR-21-13.

Natalie Gray requested Certificate of Appropriateness approval for a hanging sign and window signs at 211 South Market Street in the Public Square Landmark District.

The applicant was not present at the meeting. Mr. Campbell stated that the hanging sign would replace an old sign and lettering was proposed on the windows. Andrew Dutton stated that the applicant provided options for different sizes of window lettering. He noted that the letter options all met area requirements.

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

DR-21-14.

Ken Stiffler requested Certificate of Appropriateness approval for wall signs and window signs at 156 East Liberty Street in the Public Square Landmark District.

Ken Stiffler, 1537 West Old Lincoln Way, stated that the signs were located on the corner of Liberty and Buckeye Streets. Mr. Stiffler explained that window lettering would be vinyl and would be located on the south and east sides of the building. Mr. Stiffler continued that the lettering would be installed on the inside of the glass.

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

IV. ADJOURNMENT

Susan Bates moved to adjourn the meeting. Sandra Hull seconded the motion. The motion carried 6-0.

John Campbell, Chairman

Carla Jessie, Administrative Assistant