**MINUTES**

**City of Wooster Design and Review Board**

**May 5, 2022**

1. **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, Louise Keating, Dick Kinder, and Keith Speirs were present at the meeting. Vincent Marion, Planning and Zoning Manager, represented the City of Wooster.

1. **APPROVAL OF MINUTES**

Sandra Hull moved to approve the Minutes of the April 7, 2022, regular meeting of the Design and Review Board. Susan Bates seconded the motion. The motion carried 7-0.

1. **APPLICATIONS**

***DR-22-9.***

Josh Funderburk requested an approval recommendation for a mixed use consisting of automotive fuel sales, restaurant, and retail building at the property located at the northeast corner of South Market Street and East Henry Street with parcel numbers 64-01740.000, 64-0126.000, 64-01739.000,64-01741.000, and 64-00149.000 in the C-4 (Central Business) Zoning District.

The applicant tabled the application.

***DR-22-14.***

Michael Husain requested an approval recommendation for painting the east brick wall white at 340 East Liberty Street in the C-4 non-landmark (Central Business) zoning district.

Michael Husain, 340 East Liberty Street, stated that the contractor started painting the east wall white, and the proposal was to paint the entire east wall white and cover the brick.

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

***DR-22-15.***

Erin Stiffler of Sign Design Wooster requested sign approval for window signs and associated graphics at 313-315 East Liberty Street in a C-4 non-landmark (Central Business) zoning district.

Erin Stiffler, 1537 West Old Lincoln Way, stated that the window graphics would be a sage green to coordinate with the logo. Ms. Stiffler explained that the logo with a contour cut was on the right-hand window.

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

***DR-22-16.***

Greg Tieche requested an approval recommendation for improving the outdoor seating area, painting, and sign at 359 West Liberty in the C-4 non-landmark (Central Business) zoning district.

Greg Tieche, 359 West Liberty Street, stated that he was proposing an art mural painted black with the logo on the west side of the building visible from Columbus and Liberty streets. Mr. Tieche explained that the canopy would be replaced with new decking materials to refurbish the existing wood.

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

***DR-22-17.***

Erin Stiffler of Sign Design Wooster requested a certificate of appropriateness to change the face of an existing permanent freestanding sign at 545 North Market Street, located within the C-1 landmark (Office/Institutional) zoning district.

Erin Stiffler, 1537 West Old Lincoln Way, stated that proposing a sign face replacement on an existing permanent freestanding cabinet. Ms. Stiffler explained that the white sign with raised PVC letters to add dimension would be two-sided and non-illuminated.

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

1. **ADJOURNMENT**

Susan Bates moved to adjourn the meeting. Dick Kinder seconded the motion. The motion carried 7-0.

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**John Campbell, Chairman**

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**Carla Jessie, Administrative Assistant**