**DESIGN REVIEW COMMISSION**

**MINUTES**

**MARCH 11, 2021**

**10:00 A.M.**

**RAVENNA CITY HALL CONFERENCE ROOM**

Rick Hawksley called the meeting to order at 10:05 a.m.

**ROLL CALL via Zoom:** Cliff Soudil – present

Ted Manfrass – present

Patrick Madonio – present

Rick Hawksley – present

Angie Reedy – present

Diana Kane – present

Eric Hummel – present

Larry Silenius (resident)

**Approval of February 11, 2021 minutes:** Diana Kane moved to accept the minutes as printed. Angie Reedy seconded the motion. All in favor.

**NEW BUSINESS:**

**136 E. Main (signage):**

* Diana asked about the sign.
* Bob Finney stated that the one application was for the temporary banner and that it was too big. Berkshire Hathaway cut the banner town to size and will have it up until they get their sign manufactured.
* Rick Hawksley understood the sign to be illuminated internally.
* Bob stated the sign would be illuminated; the letter’s will be transparent, so the only thing that would be lit on the sign.
* Ted Manfrass stated that that he wasn’t a fan of internally illuminated. He said the sign should look nice if it’s only the letters that are going to be illuminated.
* Cliff Soudil likes the idea of the sign being illuminated for people to see it at night or during the day for the prosperity of the business.

Cliff made a motion to accept the application for the sign as it was proposed. Ted seconded the motion. All in favor.

* Diana asked if they were going to make a motion on the sign on the window.
* All the window signs are centered in each of the pieces of glass.
* Signs meet the guidelines.

**Main Street Ravenna (4 signage images):**

* Julie McLain spoke about the Wayfinding signs from students at Kent State that was shown back in 2019 to the Design Review for signs in Ravenna City and Ravenna Township.
* Gateway signage, pedestrian signage, wayward signage, etc. that this is a huge project that Main Street is undertaking.
* Know the project can be broken down into phases and make sure they have everybody on board and the process that they’re going to be going through.
* They did a survey and were able to get the high school students engaged because they’re the generation that will be growing up with this signage.
* There was a variety of different responses. The sign samples, in this order, were chosen: C, B and then A by the community.
* Once getting to a final decision what the overall look is going to be, they’ll confirm & talk to Jason Kentner (sp?) of Implement Studio to make sure that what they’re looking at with the design that it will enhance the character of the community and not conflict with it.
* They will make sure they have concurrence with the City, Design Review and the Township. Then talk to the Engineering Dept.
* They want to come up with a unified look for the community.
* There’s no cost right now until things get finalized but hoping to possibly get something through the Jack Shafer trust and there are also grants out there that Main Street can go after to help fund some of these projects.
* Julie just wanted to get their input, any questions about the signage that they see.
* 718 people from the public participated in the survey.
* All the groups are their own family of signs. Ex. The group “A”, they would be the look of the signs that would be around town.
* Diana was concerned about how big some of those main signs were and that they would take up a lot of space on the sidewalks.
* The wording on the signs can always be changed.
* Diana’s concerned with all the signs.
* Rick spoke up and stated that they would have them decide how big, how many and the placement of the signs and that they just wouldn’t be put wherever Downtown. Some would have information, a map, on them for people to know where they’re going or find somewhere in town.
* Julie said that the signs that were chosen went with the architectural look that is in the Downtown area.
* The decisions on the signs would be a community decision and not a Main Street decision.
* Eric Hummel said that it makes sense to have these signs on the lampposts, but some of them are going to be head-hitters. He said that it’s going to be interesting how that transpires. One-post signs make more sense than 2-post signs.
* Julie stated that they haven’t really decided where they’re going to put the signs. They ended up setting the project aside due to the pandemic.
* Rick stated that there was a mock-up for a design on a bigger sign that’s in City Hall.
* Julie said that maybe they can work that into things.
* They don’t want to put signs all over the area and want some ideas on the placement of the signs.
* Rick asked about color.
* The students stated that they’d like to see more color in the Downtown area.
* Ted said that he could see aspects of all of them for the Downtown and thinks each of the groups have something that could be used in town.
* Ted said that he would vote group A. Diana agreed.

**OLD BUSINESS:**

**Historical Plaques & Signage letters mailed:**

* Bob asked if they wanted to solicit again to see if more people wanted to do the signs.
* Bob also suggested about making a tab on the City’s website for the Design Review.
* Bob stated that the Design Review requested $3,000 for the yearly budget and Rick had mentioned about training for the Design Review.
* Diana asked if there was one individual plaque that they all agreed on that they were going to have produced.
* Cliff stated that there were signs made up and there’s one on the County Treasurer’s home and the gentleman to the east and may have also okayed for one on Elm St.
* Angie stated that Alan Balog put in for one also, but Cliff doesn’t think he ever put it up.
* Bob asked if they wanted to more forward and solicit folks or review this again.
* Cliff stated that it makes him wonder if the stipulations that were put on the application, they were giving away their property rights for when someone else buys the property and could be prohibiting people from putting the signs up.
* Rick stated that they need to find a way for people to find out about the program.
* Angie asked about the water bills.
* Bob suggested putting in the water bill to direct people to the website.
* Look at any type of news that could get the word out there.

Put on agenda for next month about the website.

Bob stated that the guidelines need to be redone and get to the last page so things can get finished.

Put the guidelines back on the agenda.

**Preservation Brief on Historic Storefronts:**

* Rick suggested that they at least start on this and go through it in future meetings.
* Cliff spoke up about the Riddle Block getting the grant to fix it or restore it. They may come to the Design Review for some ideas on how to restore it.
* Study the Brief for next meeting.
* Rick spoke about the basic guidelines, which is the first section of the Brief.
* Rick had mentioned that they’re talking about redoing the first floor on the Riddle Block.
* Diana said that she was hoping that Julie McLain could come and talk to the Design Review on the Ohio Main Street, which was really interesting & our state representative that was there and getting 25% tax credit & 20% on the historic buildings. She said it was very interesting meeting.
* Diana & Angie are back to working on getting money for the Heritage Association, which they might have some money that could come to the City if they’re able to accept it.

**Public comment:**

Larry Silenius spoke up in regard to changing the guidelines and thought they were originally approved by Council; it was a separate Ordinance and probably have to go back to Council to change them.

Eric moved to adjourn. Seconded the motion. All in favor.

Meeting was adjourned at 10:57 a.m.

Prepared by Julie Ring