**DESIGN REVIEW COMMISSION**

**AMENDED MINUTES**

**AUGUST 12, 2021**

**10:00 A.M.**

**RAVENNA CITY HALL CONFERENCE ROOM**

Rick Hawksley called the meeting to order at 10:06 a.m.

**ROLL CALL:** Cliff Soudil – present

 Ted Manfrass – absent

 Patrick Madonio – absent

 Rick Hawksley – absent

 Angie Reedy – present

 Diana Kane – present

Eric Hummel – present

Larry Silenius (resident)

**Approval of July 8, 2021, minutes:** Eric Hummel moved to accept the minutes. Diana Kane seconded the motion. All in favor.

**NEW BUSINESS:**

**218 E. Main (demolition):**

* Rob Kairis – demolish & reimburse NDS for building.
* Building is dilapidated and not of any use.
* Reimburse NDS through RLF funds.
* Cliff Soudil – Reimbursement supposed to be done after all the improvements.
* Lou Dudek – Asked if anyone had seen a report from an architect or anything about the structure.
* Why didn’t Council take it to a second reading?
* There’s no plan in place and then talk about things after building has been torn down.
* Cheryl Wood – They talked about the purchase of the real estate in Executive Session.
* Want to tear the building down and put a green space in there, more parking for the folks in Riddle Block #9, maybe put an amphitheater and also make a walkway for folks that are downtown.
* Went through Committee, Council of the Whole and then Council.
* Doesn’t have any doubt that NDS will bring it before the Design Review Commission (DRC).
* Eric Hummel – He went to the NDS meeting on Monday night, August 9, 2021.
* Discussed opportunities.
* No decisions were made and will be brought to the public for discussion.
* Thinks it’s a good move so far and will be brought before the DRC.
* Rick Hawksley – Parking (plenty of it around town)
* Building in Historic District

**OLD BUSINESS:**

**Design Review Guidelines:**

* Rob Kairis - spoke up about the Ordinance 1434 changes that he made to the DRC’s changes that was agreed upon to forward it to Council.
* **1434.03.3.f**

Original Ordinance wording: Within two weeks of the certified receipt of a request from an individual requesting that the Commission shall consider a matter, the Chairperson shall hold a meeting of the Design Review Commission for the purpose of discussing the issue. Any person desiring the Commission to consider any matter as may fall within its duties shall, at least ten days prior to a regular hearing date, file with the Commission a written request which details the matter which the person desires the Commission to consider. In the absence of any regularly scheduled meeting of the Commission, a letter sent to the Chairperson of the Commission shall serve as notice.

DRC’s proposed changes: ~~Within two weeks of the certified receipt of a request from an individual requesting that the Commission shall consider a matter, the Chairperson shall hold a meeting of the Design Review Commission for the purpose of discussing the issue.~~ The ~~certified~~ receipt of an ~~request~~ application ~~from any individual~~ for the Commission to consider a matter, shall be heard within four weeks, except the Mayor shall have the discretion to call a special meeting if necessary. The Chairperson shall hold a meeting of the Design Review Commission for the purpose of discussing the issue.

Rob’s proposed changes: Upon the receipt of an application for the Commission to consider a matter, a matter shall be heard within four weeks, except the Mayor shall have the discretion to call a special meeting if necessary.

* Rob – Consider demolition as a component in the guidelines.

Eric made the motion for the recommendations that came back from Council. Diana seconded. Eric, Angie, Diana & Rick are in favor. I did not hear if Cliff was in favor or not.

Bob – next meeting start going back through the guidelines along with what Larry had suggested.

Rick – Asked Julie to put that on the agenda for next month’s meeting.

**City website:**

* Bob – stated that he wanted to get maps on the site of the Historic District. Portage County Regional Planning is working on a project with all the historic places in Ravenna City and also in Township.

**Preservation Brief on Historic Storefronts:**

* Bob – sent out something to Julie Ring, secretary, in regard to the Ohio State Historic Preservation Plan Draft goals, objectives and action items.

**Public comment:**

 Lou Dudek – who do the complaints go to when something is wrong.

 Bob – they should go to him.

 Julie – they should call City Hall and report them to her and she will disperse them from there.

Cliff – Council members they’ve elected and so they are the one’s that should be contacted not Julie here at City Hall.

 Meeting was adjourned at 11:07 a.m.

Prepared by Julie Ring