**DESIGN REVIEW COMMISSION**

**MINUTES**

**NOVEMBER 10, 2021**

**10:00 A.M.**

**RAVENNA CITY HALL CONFERENCE ROOM**

Rick Hawksley called the meeting to order at 10:02 a.m.

**ROLL CALL:** 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 October 14, 2021, minutes:** Diana Kane made the motion to approve minutes. Eric Hummel & Cliff Soudil seconded the motion. All in favor.

**OLD BUSINESS:**

**Guidelines:**

* Bob Finney – 1. Nothing has moved forward from the last Council meeting to hire a consultant to review the guidelines.

 2. Will email Rob Kairis about what he’s wanting and also what the DRC has discussed and what Council would like to do and handle things.

 3. Would like to set up Historic – website - the page to include Historic Design Review maps, ordinance & guideline for folks that want to read it

 4. Wanted to work on the changes that had been talked about back in September and would like to work and finish those items.

 5. Would just like to get things posted to the website.

 6. Mentioned the change from eight (8) members down to seven (7) and also the change instead of holding a meeting within two (2) weeks of an application, to once a month meeting.

 7. Asked the DRC how involved do they want to be in the process.

 8. 2 components: a. Selecting

 b. Awarding a contract to the Consultant with a timeframe of 6 months or something like that.

* Cliff Soudil – 1. Asked if Rob was going to do what Kent was doing.

 2. Council didn’t put in any requests. Things that Larry has brought up & anybody else. Council is only asking about the changes that have been brought up. The ordinance had been opened up, so that’s fair game to anyone.

* Rick Hawksley - 1. Asked if there were any thoughts about the guidelines on what they should do.

 2. Gave everyone a marked-up copy of the guidelines and work on cleaning up some of the language.

 3. Council having overview to their guidelines.

 4. Next meeting have a work session and if they can all agree, then take it to Council.

 5. Asked Eric if he was wanting to make a motion to make a recommendation to Council.

* Eric Hummel - 1. Asked if they could ask Council and had heard that Council had some ideas of change & what they’re considering. Put in a formal request from Council.
* Ted Manfrass - 1. Things have gone through the courts and they’re more refined. They’re much better, much more thorough, not that they must be more restrictive, but put together better to address the items that they address with every application. He’s not against somebody going back through what they have and making changes to it because it’s been there for a long time and having an outside eye go through, comment and make changes, he thinks is a good thing.

 2. Still need to apply what they have to the applications/items that they receive.

 3. Need to sit on what they want to do until they know what Council wants to do.

 4. Getting feedback on Larry’s changes. It’s an antiquated document and having fresh eyes and current guidelines that other cities/communities are using and addressing better.

 5. If they get a short list and choose 2 or 3 firms and have them come to a meeting and give them 15 or 20 minutes each to give a presentation, a plan about how they’d like to proceed and then from there the Committee decide which one of the three (3) that they want. Ask Council to support their decision.

Ted made a motion: Recommending to Council to hire a consultant to review the ordinances and guidelines and bring them up to standard.

Votes: Mr. Hawksley – Yes

 Mr. Manfrass – Yes

 Ms. Reedy – Yes

 Ms. Kane – Yes

 Mr. Madonio – Yes

 Mr. Soudil – Yes

 Mr. Hummel – Yes

All in favor.

**Public comment:**

 Larry Silenius spoke up and stated that he agrees with what they’ve done but wants to remind them that the reason these changes, some of them, is because they want them to remember it’s Ravenna, OH. There is a dying business district with about twenty (20) empty storefronts. That’s why there’s the proposing of changes. He hopes that the DRC keeps that in mind.

 Bob Finney spoke up and stated that the stores aren’t vacant because they can’t find tenants. Many of these stores are vacant because the owners don’t want them occupied for various reasons. They could be in the process of rehabbing. Riddle Block #9 is on hold and he doesn’t know what’s going on there. He doesn’t believe that the Design Review is pushing people away from the downtown.

 There was a motion to adjourn. Cliff Soudil or Patrick Madonio seconded the motion. Meeting adjourned at 10:32 a.m.

Prepared by Julie Ring