



**Ravenna City Council  
Planning Committee Meeting Minutes  
April 11, 2022**

**The public meeting was held in person in City Council Chambers.**

Council present: Council President Andrew Kluge, Rob Kairis, Paul Moskun, Cheryl Wood, Tim Calfee, Christina West, and Matt Harper.

Also attending the meeting: Mayor Frank Seman; Finance Director, Brian Huff; Service Director, Kay Dubinsky; City Engineer, Bob Finney; Council Clerk, Chelsea Gregor, Amy Adams, Arasin Hughes, Cliff Soudil, John McFarland, and Larry Silenius

**Planning Committee Meeting was called to order at 6:58 P.M. by Chairperson, Rob Kairis**

**The first item was a discussion about signs.**

Mr. Kairis stated that he is going to put the discussion of signs to rest and stated that he has found it is difficult to restrict signs based on content. He explained that there have been many court cases addressing shocking, but legal statements or verbiage on signs and that they are considered free speech. Mr. Kairis said that it is illegal to deny free speech and addressing sign size to try to eliminate the issue can be problematic, adding that municipalities have been sued.

- The item was for discussion only

**The second item was a discussion about a Design Review Commission Consultant.**

Mr. Kairis explained that he reached out to Kent for their RFQ (Request for Quote) for a Design Review Consultant to help Ravenna create an RFQ for a consultant. The Design Review Consultant would help assist with the Historic District guidelines and to help curate what works best for the city. Mr. Kairis stated that the Design Review Commission has not yet seen the RFQ. The timeline for a consultant to review and give recommendations would be approximately 5-7 months and Kent had an amount not to exceed \$30,000 for their consultant. Mr. Kairis asked who the point person for the consultant would be, and Mr. Finney said that it would be the Building Department. Mr. Finney asked how much the City would like to spend on a consultant and Ms. Wood suggested a “not to exceed” amount, but no price point was suggested by Council. Mr. Finney suggested that a consultant for Ravenna’s needs could be approximately \$10,000 for an estimated time of 100 hours at \$100 per hour.

Mr. Kairis stated that the RFQ draft is for Council to consider. Mayor Seman stated that Ravenna has a lot more in place that Kent did when they hired their Design Review Consultant and asked what is expected to be resolved from hiring a consultant. Mr. Kairis stated that it could help implement a better set of ordinances and procedures which will help with historic preservation and economic growth.

- The item was for discussion only

**The third item was the approval of the annual codified ordinance updates.**

Mr. Kairis stated that the item is the annual codified ordinance updates that are done every year.

- The item was moved forward

**Management Update**

Mayor Seman stated that the USDA has to move from its current building and is looking for a 4,200 square foot building to accommodate their needs. The City is helping to find them a location and they are on day 5 out of 14 of their search timeframe.

Mayor Seman explained that Teresa Brown would like permission to fix the road for the Hot Stove Baseball League and would like to put grindings on it. He said that the City owns a portion of the driveway and stated that unless Council has an issue, they would like to donate road grindings to the organization.

Mayor Seman stated that the City has been asked if they would like to take part in a renovation of the old Loudin House on the corner of Riddle and Walnut. Once the rehab is complete the house would be turned into a museum. Grants are being searched for to help with renovations.

**There being no further business for discussion, the meeting adjourned at 7:27 P.M.**

**ATTEST:**

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**Clerk of Council**

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**Rob Kairis, Chairperson  
Planning Committee**