

**DESIGN REVIEW COMMISSION  
MINUTES  
MAY 12, 2022  
10:00 A.M.  
RAVENNA CITY HALL CONFERENCE ROOM**

Rick Hawksley called the meeting to order at 10:04 a.m.

**ROLL CALL via Zoom:** Cliff Soudil – present  
Ted Manfrass – present  
Patrick Madonio – absent  
Rick Hawksley – present  
Angie Reedy – present  
Diana Kane – present  
Eric Hummel – present  
  
Larry Silenius (resident)

**Approval of March 10, 2022, minutes:** Eric Hummel made motion to accept the minutes. Ted seconded the motion. All in favor.

**NEW BUSINESS:**

**Serena Woodson (signage):**

- Goal is to have more vegan and cruelty-free products.
- Only doing the window decal at this time and not the sign overhead of the business. Will come back at a later time for the overhead sign.

Ted Manfrass moved to approve the signage as submitted. Diana Kane seconded. Eric abstained as the building is owned by him. All in favor.

**RFQ for consultant (Rob Kairis):**

- Planning Committee moved forward some changes that the Design Review had put before Council, but at the Committee of the Whole meeting, some Council members didn't understand those changes.
- Rob suggested that a consultant is hired and that Council wants the Design Review's (DR) input on the RFQ.
- Would like the consultant to review the codes and the guidelines and the current state of the guidelines.
- Suggested a lower price for the consultant.
- Cliff Soudil stated about the DR going ahead and making the changes and not hiring a consultant.

- Diana Kane stated that it's a good idea to have the consultant review everything, but that is too much money.
- Ted stated that they've lived with the guidelines for 35 years. Asked if the state & federal were incorporated into theirs. Wondered if it should be to which he said yes. Consultant will have documents that fit Ravenna and what they want (meaning the DR). Document what they feel is best to Ravenna and also reference state & federal. He's in favor to have someone assist them.
- Angie Reedy agrees with Ted. Focus on what they have here in Ravenna and what the residents want.
- Diana asked if they needed to get a consultant to quality for grants and more monies.
- Rick stated that hopefully they'll find someone that will be a fit and not coming in to tell them how to do it. It will save a lot of time and it has to be done in dovetail with the codes.

Ted moved that they proceed with request for qualifications as submitted to the Design Review. Angie seconded. Cliff opposed. In favor of on a count of 5-1.

Ted moved to leave the fee as \$30,000 as is currently in the RFQ. Diana seconded the motion. Cliff opposed. In favor of on a count of 5-1.

Mayor Seman spoke up and stated that they need to put in the RFQ "not to exceed" clause which will give the DR some leeway.

**Public comment:**

Larry Silenius asked the DR if they remember what the proposed changes were in 2014. Asked if they have the original guidelines from 1986. Said that one reason coming up with a consultant, they may have some different idea.

Ted made the motion to adjourn. Eric and Cliff both seconded. No one opposed.

Meeting was adjourned at 10:51 a.m.

Prepared by Julie Ring