**DESIGN REVIEW COMMISSION**

**MINUTES**

**JUNE 22, 2023**

**10:00 A.M.**

**RAVENNA CITY HALL COUNCIL CHAMBERS**

Ted Manfrass called the meeting to order at 10:00 a.m.

**ROLL CALL:** Ted Manfrass – present

 Angie Reedy – present

 Patrick Madonio – present

 Eric Hummel – present

 Diana Kane – absent

 Cliff Soudil – present

 Lou Dudek - present

Bob Finney (Chairman)

Larry Silenius (resident)

 Mike Bogo (Neighborhood Developmental Services)

Mr. Manfrass made a motion to excuse Ms. Kane. Mr. Hummel so moved. Mr. Dudek seconded the motion. All Ayes.

**Approval of May 11, 2023, minutes:** Ms. Reedy made the motion to accept the minutes. Mr. Hummel seconded the motion. All Ayes. Mr. Dudek and Mr. Madonio abstained as they were not present at the May 11, 2023, meeting.

**NEW BUSINESS:**

**218 W. Main (site plan discussion):**

* Mr. Manfrass – recused himself.
* Mr. Finney:
1. 1434.08 (h): The Design Review Commission shall be an advisor to the Planning and Zoning Commission and to other officials and departments of the City regarding the protection of local cultural resources. It shall submit recommendations for site review to the Planning and Zoning Commission for any Listed Property or property within a Historic District that the Planning and Zoning Commission has authority to review.
2. There are two (2) proposals that are going to be heard, which are in the Historic District, with the intent of submitting recommendations for site plan review to Planning Commission, which is holding their meeting on June 27, 2023.
3. Shrubbery – elevated with stones and additional seating.
* Mr. Bogo:
1. Major features of the park:
2. The walkway, which will go from Main Street back to Locust Lane.
3. There will be a pergola, with swings and benches, up near the front of the parcel.
4. There is a stage, plus additional seating area, plus additional tables, in the rear of the property.
5. Four (4) additional parking spots off of Locust as well as a fence screening off Guido’s parking lot.
6. Extending and combining Guido’s patio, wrapping around from Main Street about 30-feet, so the area would be 13’x30’.
7. Other establishments in town would have access to this space for additional seating, that way no one is excluded.
8. Maintained 4-parallel parking spots in the alley for pick-ups and drop-offs.
9. It’s been suggested that they possibly use the left-over brick from Prospect Street and things of that nature. They’re definitely going to look into that.
10. Trying to also incorporate the old beams from the trusses that were inside the building that was torn down. The biggest issue with them is that they’re not weather treated.
11. Have an MOU with the state Historic Preservation Office.
* Mr. Dudek:
1. Asked if the beams could be incorporated into the area where the awnings are.
2. Four (4) spaces in back of the property designated to anybody or can anybody use them. Ted stated that that was up to Council.
3. Fencing doesn’t allow anyone to exit there.
* Mr. Hummel:
1. Sees six (6) lights along the sidewalk that hadn’t been mentioned in the project and asked if that was going to be adequate lighting for the whole park area. Mr. Bogo stated that he doesn’t believe that was intended to illuminate the whole area.
* Mr. Manfrass:
1. The two (2) arches are the existing arches that will be narrowed and lowered.
* Mr. Soudil:
1. Proposal to Council is different than what is being presented now.

Recommendation to Planning Commission with the site plan that they received:

1. Mr. Hummel thinks it’s a great addition to the city and would recommend it.

Mr. Hummel made the motion to accept as submitted and presenting a recommendation to the Planning Commission. Mr. Madonio seconded. Mr. Finney suggested that the shrubbery up by the mural, that they be elevated with stones so they could provide additional seating- 16 inches generally per seat.

Mr. Hummel amended the motion to add that the two (2) semi-circle planters in front of the murals be elevated to 16 or 18 inches for possible seating. Mr. Madonio seconded the amendment.

Votes: Mr. Manfrass – abstained

 Ms. Reedy – Yes

 Mr. Soudil – Abstained

 Mr. Dudek – Yes

 Mr. Madonio – Yes

 Mr. Hummel – Yes

Motion has been approved and will go to Planning Commission as site plan approval with the particular contingency with the flower bed, which should have been the semi-circular planters for additional seating.

**Reed Memorial Library (Jason Kentner representing):**

* Mr. Kentner:

a. Consulting landscape architect for the project.

1. Site plan is something that was originally initiated at a time when the library was resurfacing the rear parking lot.
2. Proposal is to encourage traffic to the signal intersection and use that to access the lot into the future, but still providing one-way drive access to the current book drop.
3. Reconfigured the rear parking lot to reduce the area of paving, to which creating the parking lot into a rectangle.
4. Eliminate pedestrian and vehicular conflict that exists between the parking lot and the rear entry to the library.

* Mr. Soudil:
1. Early plan that was presented, was to expand the front out to the south and do away with seven (7) parking places. Jason stated that he believes that proposal is in front of Council and if it happens, it will be a later thing, which has always been that way. Only brought that up because there was hearsay about Main Street paving and wanted to put some input into that, but believes that project that’s before council, won’t be happening until probably 2024.
2. Asked about the recycling & refuse bin to be out of sight and also easy enough for them to pick it up.
* Mr. Dudek:
1. Asked why the pavilion can’t be up toward the rock reading area is and the rock reading are, be down where the pavilion is. Thinks that the bit of space would help for events that may be going on in the pavilion. Bring the site up to curb level.

There was a motion to recommend to the Planning Commission, approving the site plan as submitted. Patrick made the motion. Lou seconded the motion. All Ayes.

Vote: Mr. Manfrass - Yes

 Ms. Reedy – Yes

 Mr. Hummel – Yes

 Mr. Dudek – Yes

 Mr. Soudil - Yes

 Mr. Madonio – Yes

**Old Business:**

 Mr. Finney mentioned to the commission that they had been approved for the CLG Grant. Award was for $18,000.

 Perspectus has been approved through Design Review and will take it to city council to move forward with them.

**Public comment:**

Mr. Hummel mentioned about recycling having stopped for his building.

Mr. Finney stated that any building with four (4) or more units, there is no recycling.

Mr. Soudil said that the city is going to have to do something since Kent has dropped out of it altogether.

Mr. Hummel moved to adjourn the meeting. Mr. Dudek & Mr. Madonio seconded the motion.

The meeting was adjourned at 10:37 a.m.

Prepared by Julie Ring