



Design Review Subcommittee
Wednesday, January 4, 2012, 4:30 p.m.
City Hall Conference Room #2
85 South Main Street, Oberlin, Ohio

Members

Present: Jennifer Wilson, Peter Crowley, Carol Spiros and Jane Blodgett.

Members

Absent:

Others

Present: Gary Boyle; Wendie Fleming, Secretary to the Design Review Subcommittee and Kim Tyler.

Acting Chair Wilson called the meeting to order at 4:33 p.m.

1. Approval of the November 16, 2011 Meeting Minutes.

Blodgett made a motion to approve the November 16, 2011 meeting minutes as submitted. Crowley seconded. Motion carried unanimously.

2. Election of Officers.

Wilson asked about the number of members serving on the Subcommittee since City Council adopted an ordinance making changes to the Subcommittee? Boyle indicated that the number of members has been reduced from seven (7) members to five (5). He noted that this reduction in the number of members will help with quorum issues that the Subcommittee has experienced in recent years. Blogett made a motion to elect Jennifer Wilson as Chair. Crowley seconded. Motion carried unanimously. Spiros made a motion to elect Jane Blodgett as Vice Chair. Blodgett indicated that she is currently serving on the Subcommittee in an interim capacity as the representative for the Historic Preservation Commission. She stated that she does not know how long she will continue to serve since the Historic Preservation Commission may want to select one of its members to serve as their representative later this month. Blodgett made a motion to elect Peter Crowley as Vice Chair. Spiros seconded. Motion carried unanimously.

Blogett asked what the Subcommittee's meeting schedule would be for 2012? Boyle indicated that the Subcommittee has been meeting on the first and third Wednesday of each month at 4:30 p.m., unless there are no items of business for the Subcommittee to consider. He stated that staff contacts members in advance if a meeting is going to be cancelled for lack of business and in the event that there would be a lack of quorum for a meeting, staff would try to contact members as soon as they are made aware of the situation.

Design Review Subcommittee

Meeting Minutes

January 4, 2012

2 | Page

Wilson indicated that the 4:30 p.m. meeting time seems to work well for all of the members. The Subcommittee concurred. Boyle agreed and noted that with the Subcommittee meeting at 4:30 p.m., the Planning Commission can meet after the Subcommittee on the same day and this is beneficial for applicants as they do not have to attend meetings on two (2) different days.

Boyle advised that the Planning Commission will be appointing its second member to the Subcommittee at its meeting today. That would bring the Subcommittee to full membership. He also thanked the members for their willingness to serve on the Subcommittee.

3. Application for Sign Permit, Proposed Freestanding Sign, Oberlin Crossroads, Triad Realty, LLC, 46023 United States Route 20.

Boyle stated that this application seeks the approval of the installation of a two-sided, internally-illuminated freestanding sign to be sited in the northeast portion of the subject property. He advised that the applicant's submission indicates that the proposed sign: (a) will be setback 15 feet from the public rights-of-way; (b) will be 25.0 feet in height; (c) will have sign panels that are 16.0 feet in height and 10.0 feet in width; and (d) will have sign panels with a sign surface area of 160.0 square feet per side and 320 square feet in total area.

Boyle indicated that the proposed sign incorporates four (4) sign panels per side and those panels are to be used to identify the future businesses to be located on the four (4) lots proposed in the "Oberlin Crossroads" subdivision. Boyle stated that this sign would be located on proposed Lot 3 of that subdivision.

Boyle advised that the Sign Code provides that one freestanding sign is permitted on a property in the "C-3"/Planned Highway Commercial District under Section 1351.06(a)(1)(D) of the Code. That subsection of the Code also requires that such signs be setback at least 15.0 feet from a public street right-of-way, not exceed 10.0 feet in height, and not exceed 25.0 square feet in sign surface area per side or a total of 50.0 square feet for a two-sided sign.

Boyle stated that staff review of this application identifies that the applicant's proposed sign would not comply with the following Sign Code regulations: (a) maximum permitted height; (b) maximum permitted sign area; and (c) the use of the sign on one of the proposed lots in the "Oberlin Crossroads" subdivision to identify businesses on other lots as off-site signage for a business is not permitted.

Boyle noted that building plans have not been submitted for any buildings to be constructed on these lots at this time and that staff does not know if other freestanding signage will be applied for on the outlots in the future.

Kim Tyler from Ellet Neon Signs was present to represent this application.

Tyler stated that it is her understanding that this proposed freestanding sign would take the place of any individual freestanding signs on the proposed lots within the future subdivision. This sign is being requested so that the businesses on all of the outlots, even those without frontage on State Route 58 and United States Route 20, would have visibility from the intersection. Tyler advised that she does not know what the architectural styles of the future buildings will be.

Design Review Subcommittee

Meeting Minutes

January 4, 2012

3 | Page

Wilson asked why this Sign Permit Application was being filed before any buildings are constructed in this commercial development? Tyler stated that it is her understanding that there is a prospective buyer/tenant for one of the outlots that wants assurance that a multi-tenant sign can be installed prior to completing their sales/lease agreement. That business is apparently interested in a sign near State Route 58 because it will be located well away from that intersection.

Crowley stated that it is his opinion that a temporary sign indicating future businesses would be more appropriate until buildings are actually constructed. Tyler reiterated that the developer wants assurance that a permanent multi-tenant sign can be approved and constructed so that they can move forward with securing buyers/tenants for the outlots.

Boyle noted that the lack of building or architectural details and site or landscaping details makes the review of a freestanding sign difficult at this time, and the Code's design standards require compatibility between buildings and signs.

Boyle indicated that even though the building details, etc. are not available at this time, the Subcommittee could still submit a recommendation to the Planning Commission as to whether it finds the concept of a multi-tenant freestanding sign for this commercial development to be acceptable subject to submission of building and site details when they are available in the future, if this is what the Subcommittee would like to do.

The Subcommittee determined that the proposed sign design concept to consolidate freestanding signage for the overall site was generally acceptable but additional details concerning the sign panels and site/building development are required for final review and approval. Crowley made a motion to recommend to the Planning Commission that this concept be considered as an appropriate approach to signage for this property subject to approval of final design details. Blodgett seconded. Motion carried unanimously.

4. Other Business.

Boyle advised that the Subcommittee's next meeting is tentatively scheduled for January 18, 2012 at 4:30 p.m.

5. Adjournment.

There being no further business at this time, the meeting was adjourned at 4:55 p.m.



Jennifer Wilson, Acting Chair



Wendie Fleming, Secretary

