



City of Green

Central Administration
Building
1755 Town Park Blvd.

Meeting Minutes Summary

Design Review Board

Wednesday, August 6, 2025

8:30 AM

Council Chambers

I. Call To Order

II. Pledge of Allegiance

III. Roll Call

Also present:

Wayne Wiethe, Director of Planning

Tom Di Tirro, City Planner

Mindy Lawrence, Secretary

Present 6 - Planning Director Wayne Wiethe, City Engineer Paul Pickett, Board Member John Dodovich, Board Member Matt Glassner, Board Member Tom Wartko, and Board Member Curtis Deibel

IV. New Business

Student Municipal Representative Program 2025-2026

- Olivia Muzi
- Celia Otterstetter
- Jade Al-Ardah

Sarah Haring stepped forward and gave a brief synopsis of the Student Municipal Representative Program and mentioned the new Student Representatives that will be joining the Design Review Board for the 2025-2026 school year.

V. Approval of Minutes

Approval of the July 2, 2025 Meeting Minutes

A motion was made by Board Member Dodovich, seconded by Board Member Wartko, to approve the meeting minutes as submitted. The motion carried by the following vote:

Aye: 6 - Planning Director Wiethe, City Engineer Pickett, Board Member Dodovich, Board Member Glassner, Board Member Wartko and Board Member Deibel

VI. Business Items

25-25 Spring Hill Villas

(K. Rice, Rice's Landscapes Redefined)

Location: Great Windsor Lane & Southwood Drive

Signage Review

Zoning: PD

Attachments: [25-25 Spring Hill Villas Signage DRB Staff Report](#)

[25-25 Spring Hill Villas signage rendering](#)

[25-25 Spring Hill Villas signage site plan](#)

[25-25 Spring Hill Villas Signage Aerial Map](#)

The representative for this project was Kevin Rice with Rice's Landscapes Redefined and Tony Svoboda with Dree's Homes. Mr. Rice showed a rendering of the proposed sign and explained the materials it would be constructed with. He also explained the landscaping and lighting for the sign.

Mr. Dodovich asked if the lighting for the sign will have a lot of spillage. Mr. Rice stated it is a low voltage system and some of the trees will have verticle uplighting and the main light for the sign has a knuckle on it so they can adjust the lighting to be directly on the sign. The landscaping will absorb most of the spillage from the sign. He also stated it is going to be a warm lighting.

A motion was made for favorable recommendation to the Planning and Zoning Commission. The motion was seconded.

The vote was 5-0; the motion carried.

A motion was made by Board Member Dodovich, seconded by Board Member Wartko, to favorably recommend the project to the Planning and Zoning Commission. The motion carried by the following vote:

Aye: 6 - Planning Director Wiethe, City Engineer Pickett, Board Member Dodovich, Board Member Glassner, Board Member Wartko and Board Member Deibel

25-29 7 Brew Monument Sign

(K. Clarke, Ace Lighting Services)

Location: 3701 Massillon Road

Signage Review

Zoning: B-1

Attachments: [25-29 7 Brew Monument Sign DRB Staff Report](#)

[25-29 7 Brew Monument Sign plans](#)

[25-29 7 Brew Monument Sign Landscape Plan](#)

[25-29 7 Brew Monument Sign Aerial Map](#)

The representative for this project was Kathy Clarke with Ace Lighting Services. She stated they had originally submitted a different sign that was not compliant with the

code and they changed the sign to be much smaller and compliant. She showed a site plan of where the sign will be located on the property and explained the construction and materials of the sign. She also explained the layout of the landscaping they are proposing around the signage.

There was some discussion on the types of plantings around the sign and if what they have proposed would be enough of a buffer for the headlights pointing into oncoming traffic in the roadway. They also had a brief discussion on what types of bushes/plants would work best for lower maintenance.

A motion was made to favorably recommend the project to the Planning and Zoning Commission contingent upon a revised landscape plan to provide a mix of Holly and Dwarf Mission Arborvitae to enhance the sign and continue to function as a headlight buffer for the drive-thru and consider adding low-growth evergreen shrubs to the Catmint to provide a year-round enhancement. The motion was seconded. The vote was 5-0; the motion carried.

A motion was made by Board Member Dodovich, seconded by Board Member Wartko, to favorably recommend the project to the Planning and Zoning Commission. The motion carried by the following vote:

Aye: 6 - Planning Director Wiethe, City Engineer Pickett, Board Member Dodovich, Board Member Glassner, Board Member Wartko and Board Member Deibel

25-30 Hampton Inn ID Sign

(H. Paolucci, Image Plus, Inc.)

Location: 880 Arlington Ridge East

Signage Review

Zoning: B-1

Attachments: [25-30 Hampton Inn ID Sign DRB Staff Report](#)

[25-30 Hampton Inn ID Sign plans](#)

[25-30 Hampton Inn ID Sign Aerial Map](#)

The representative for this project was Chris Lingle with Image Plus representing Stratus Sign Company. He showed plans of the proposed sign, what it will look like and where it will be located on the property. He stated it will be internally lit with LED lighting and sit 12'6" from the curb. There was some discussion about the landscaping that is proposed around the sign.

Mr. Wiethe stated the Board is asking for the sign to be reduced to 10' tall. Mr. Lingle stated the sign is already manufactured, the sign company out of Illinois constructed it, not his company. Mr. Wiethe stated the sign needs to be reduced in height to be 10' tall.

Mr. Wiethe stated the sign needs to be located 12.5' back from the road right-of-way; some discussion ensued.

A motion was made to favorably recommend the project to the Planning & Zoning Commission contingent upon the sign height being lowered to 10' tall and be confirmed by a certified surveyor, the sign be located 12.5' from the road right of way and the street address be placed on the sign perpendicular to the driveway area. The motion was seconded.

The vote was 5-0; the motion carried.

A motion was made by Board Member Dodovich, seconded by Board Member Wartko, to favorably recommend the project to the Planning and Zoning Commission. The motion carried by the following vote:

Aye: 6 - Planning Director Wiethe, City Engineer Pickett, Board Member Dodovich, Board Member Glassner, Board Member Wartko and Board Member Deibel

VII. Unfinished Business

No report.

VIII. Adjournment

The meeting adjourned at 9:00 am.

****Once approved by the Design Review Board, this official written summary of the meeting minutes shall become a permanent record, and the official minutes shall consist of a permanent video recording, in accordance with Green City Council Ordinance 2014-12, adopted on November 25, 2014.**

Approved by:

Matt Glassner, Chair

Date

Mindy Lawrence, Secretary

Date