



Design Committee Meeting

March 11, 2026

12:00 PM

Zoom (see below and page 2)

THIS AGENDA WAS POSTED WITH LESS THAN SEVEN (7) DAYS NOTICE DUE TO THE TIMING OF RECEIPT OF INFORMATION REQUIRING CONSIDERATION.

Design Committee Meeting

Zoom:

<https://zoom.us/j/97574384969>

Meeting ID: 975 7438 4969

AGENDA

- Welcome
- Agenda
- Minutes (January)
- Public Comments
- Update: Tiny Art Project
 - Update
 - Finalize next steps in program to reach deadline of March 31, 2026
- WinterFest outcome
- New business
- Adjourn

Next Meeting April 8, 2026 via Zoom

See next page for full details on Zoom

The Design Committee encourages and enables improvements to buildings and enhancements to the downtown Dover business district through grant/incentive programs, public art, aesthetic amenities, and education on appropriate design principles to promote value of historic and cultural resources.



Design Committee Meeting
March 11, 2026
12:00 PM
Zoom (see below and page 2)

Diane Laird is inviting you to a scheduled Zoom meeting.

Topic: DDP Design Committee

Time: Aug 13, 2025 12:00 PM Eastern Time (US and Canada)

Every month on the Second Wed, until Jun 10, 2026, 11 occurrence(s)

<https://zoom.us/j/97574384969>

Meeting ID: 975 7438 4969

One tap mobile

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Dial by your location

- +1 305 224 1968 US
- +1 309 205 3325 US
- +1 312 626 6799 US (Chicago)
- +1 646 931 3860 US
- +1 929 205 6099 US (New York)
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- +1 507 473 4847 US
- +1 564 217 2000 US
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- +1 669 900 6833 US (San Jose)
- +1 689 278 1000 US
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- +1 253 215 8782 US (Tacoma)
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Meeting Minutes

Attendees: Jennifer Gunther, Dawn Melson, Kerri Lacey, Kristin Pleasanton, Diane Laird

Welcome

Agenda: Reverse order of meeting

Minutes Nov. and Dec. approved

Public Comments: None

All motions were duly made and unanimously accepted, unless otherwise noted.

Quick recap

The meeting focused on reviewing and approving designs for several public Tiny Art Projects in Dover's downtown area. The committee discussed and approved concepts for wrought iron railing artwork, a brick replacement project, and pole/downspout design, with specific attention to materials, finishes, and technical details. They also reviewed the outcome of the recent Winterfest event, which attracted an estimated 1,000 visitors and received very positive feedback from attendees and business owners. The committee agreed to cancel their February meeting unless there were additional items to discuss, as most of the current projects are moving forward with approved designs.

Next steps

- Diane: Work with Morgan to issue checks to the window contest winners, once property owners approve of designs.
- Diane: Send the press release about the window contest to committee members, once completed.
- Diane: Contact Angela Taylor to clarify if the surface for the brick art will be flat or angled, request she crops the image to focus on the mouse with tree/leaves (no lamppost or buildings), confirm she consults with Josh Nobling on mural application, and confirm her completion date by March 31; proceed with \$250 payment if property owner approves.
- Diane: Confirm with Guy Miller which downspout/pole he will decorate (specify corner at State & North Street), confirm sealing/finish details, and ensure property owner approval before proceeding with \$250 payment.
- Diane: Confirm with Josh Nobling that he will complete his tiny art project by March 31 and that property owner (Mike Harrington) has approved, then proceed with \$250 payment.
- Diane: Confirm with Rosetta Roach whether the replacement brick will be flush or recessed, proceed with comedy/tragedy design with upright paintbrushes and no dripping paint, and ensure Schwartz Center approval before proceeding with \$250 payment.
- Kerri: Send photos from Winterfest to Diane for event documentation.

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- Diane: Provide an update to the funder regarding the status of the tiny art projects.
- Diane: Consider reaching out to a board member to collect business owner testimonials about Winter-fest impact.
- Diane: Reassess in February whether a full committee meeting is needed, depending on project status and new business.

Summary

New Staff and Program Updates

The meeting began with Kerri announcing the addition of a new marketing staff member, Selena, who started that week. Jennifer discussed a potential opportunity for Jaden to combine internships with DDOA's NAP program and the university's outreach events. The group agreed to reorder the agenda, starting with the facade improvement program, and considered whether Dawn and Kristen's input would be valuable enough to wait for their presence at the next meeting.

Holiday Window Contest Review

The committee discussed the outcome of the holiday window contest, which had 5 participants and 3-4 winners, with Malcolm's team, Marilyn, and Helen handling the judging. They debated whether to continue the contest, with Kerri suggesting a suggested theme for vendors instead of a full contest. Dawn noted that they should reassess next year due to the potential changes on Loockerman Street, and suggested developing a marketing campaign to inform customers about merchant availability during construction.

Signage Funding and Facade Improvements

The committee discussed signage funding for facade improvements, **approving language that limits funding for signs to 25% of cost or \$500, whichever is less.** They also addressed concerns about businesses receiving facade funding for signs that might not last long, and agreed to implement a first-come, first-served approach with funding contingent on budget availability. The discussion included a brief update on Andre Bogarty's application for a new church/event center on Lockerman Street, which is pending zoning occupancy changes before the committee can consider facade improvements or signage.

Tiny Art Project Design Review

The committee reviewed design concepts for a local art project, focusing on restoring a baluster and a corner brick at 229 South State Street. Brian Bachman presented a revised design featuring custom leaf motifs, which the committee preferred over his initial ready-made design. The committee discussed the budget and Bachman's qualifications, agreeing to proceed with the initial \$250 payment to allow him to complete the project.

Wrought Iron Railing Design Approval

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The team approved Brian's design for a wrought iron railing after confirming the property owner's agreement.

Public Art Projects Review Meeting

The meeting focused on reviewing and approving several public art projects:

- The group discussed Angela Taylor's mural design, agreeing to request clarification on the surface angle and image cropping.
- They approved Guy Miller's design for Delaware silhouettes on copper poles, with a motion to clarify which pole to use and confirm the finish date.
- For the Schwartz Center missing brick project, the group approved a design featuring comedy and tragedy symbols without dripping paint, pending confirmation of whether the brick would be flush or recessed.

WinterFest Downtown Dover Update

The conversation ended with a positive update on the recent Winterfest event, which attracted over 900 visitors and received positive feedback from attendees and local businesses.

New Business – NONE

Next Meeting: 8, 2026

Adjourn

DJL

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