

Landmark Commission

City Building

City of Sandusky, Ohio 44870

**April 17th, 2019
1ST FLOOR CONFERENCE ROOM
4:30 P.M.
AGENDA**

1. Meeting called to order – Roll Call
2. Review minutes from the February 20th, 2019 meeting
3. Application for a new sign to be located at 223 W. Water Street
4. Other business
5. Meeting Adjourned

NEXT MEETING: May 15th, 2019

Please notify staff at least 2 days in advance of the meeting if you cannot attend. Thank you.

Landmark Commission



April 17th, 2019

1ST FLOOR CONFERENCE ROOM

4:30 P.M.

AGENDA

1. Review minutes from the February 10th, 2019 meeting

2. Review minutes from the February 10th, 2019 meeting

3. Review minutes from the February 10th, 2019 meeting

4. Application for a new sign to be located at 133 W. Water Street

5. Other business

6. Meeting Adjourned

NEXT MEETING: May 15th, 2019

Please notify staff at least 5 days in advance of the meeting if you cannot attend. Thank you.

Landmark Commission
February 20th, 2019
Meeting Minutes

The Chairman called the meeting to order at 4PM. The following members were present: Mr. Jon Lawrence, Chairman Michael Zuilhof, Mr. Joe Galea, Mr. Griffith, Ms. Llyod, and Dr. Tim Berkey. Mr. Greg Voltz, Angela Byington, and Mr. Horsman represented the Planning Department; Mr. Trevor Hayberger represented the Law Department; and Casey Sparks, Clerk. There were 5 voting members present.

Mr. Lawrence moved to approve the minutes from January 16th, 2019; Dr. Berkey seconded the motion.

Mr. Horsman stated that the proposed amendment to Chapter 1161 of the Planning and Zoning Code were presented to the Landmark Commission and Planning Commission last month. The Landmark Commission shall approve the changes and then they will be formally approved by Planning Commission.

Mr. Horsman stated the changes to be discussed at the meeting included the feedback given by the Commission at the last meeting. The topics included changing the name of the design guidelines as well as the patio fencing requirements. Mr. Horsman gave examples of the fencing which would be in line with the proposed guidelines. Mr. Horsman discussed the proposed height and location requirements for the fencing. The third topic was in regards to the strength of the barriers and materials. Mr. Horsman stated that in his research they did not find any regulations that include the strength of material. Staff also spoke with the building department they have stated they do not inspect fencing.

Dr. Berkey ask about the requirements for the width between the horizontal and vertical fencing, do we have anything that covers this issue to be mindful of child safety.

Mr. Horsman stated that this was not something he had come across in other examples.

Ms. Byington stated that they could look at this, however the majority of the fences are prefabricated.

Mr. Galea stated that the issue that Dr. Berkey brought up may already addressed in the building code. Mr. Galea stated that he would proposed language that would state a specific weight or anchor to the sidewalk, or indicate that they do not want it to be anchored to the sidewalk.

Mr. Horsman discussed the proposed language and stated that specific weight could be added as well as language stating that it needs to appropriately anchored.

Ms. Lloyd ask if the patio fencing used to only be allowed seasonally.

Mr. Zuilhof stated that it was not previously permitted, the applicants were told that they could not drill in sidewalk, it progressed and engineering continued to approve these.

Ms. Lloyd stated that snow removal is something that they need to think about. Ms. Llyod ask if this was just for ground level.

Mr. Horsman stated that the intent is just for sidewalk; perhaps adding ground level, commercial outdoor dining on alleys and on private property would be necessary.

Ms. Byington stated that the elevated patios would have to be looked at differently, it may require an easement.

Mr. Zuilhof stated he is concerned about wind and how it effect the fencing, he would like to know what committee will review the technical specifications if it is not the design review committee.

Ms. Byington stated that they have had discussions internally with the building department, they have stated that they will not be regulating anything regarding the technical capabilities of the fencing.

Mr. Zuilhof ask how many cities require seasonal fencing to be removed.

Mr. Horsman stated that it is a sizeable number, generally half of them require them to remove.

Mr. Zuilhof ask how staff will address ones that are currently non-compliant

Ms. Byington stated that generally this is done through the legislative proces through the zoning code, this is not being done through the zoning code. They will discuss this with the law director.

Matthew Bedee, 8316 mason Road, stated that he is an architect within the area. Mr. Bedee discussed ADA requirements as it references the spacing and openings for the sidewalk and fencing. Mr. Bedee ask if these fences be considered guardrails, the Ohio Building Code does reference spacing for guardrails and the strength of the material as it would need support 50lbs leaning against it. The architect further discussed the standards for guardrails.

Ms. Byington stated that if we consider these guardrail much of this information would be in manufacturing specs. This would be something that the building department would need to weigh in on.

Mr. Voltz stated that we would need to determine if we want something drilled into the sidewalk along Shoreline Drive.

Mr. Zuilhof stated that Daily's did a great job as it is steel, it is in a public place that is appropriate, and it does not crowd the sidewalk.

Ms. Lloyd stated that most of the buildings on Shoreline drive will be looking to extended balconies. If we are going to grandfather items in, it will be important to look into bicentennial vision plan for Columbus Ave as we would like them to be consistent.

Matthew Bedee discussed the egress from the eating areas and the building code requirements.

Ms. Byington stated we will confirm what our fire department reviews but many cities fire departments review this area.

Mr. Zuilhof stated that he is not inclined to endorse this legislations the way it is, staff should continue to work on it.

Mr. Galea moved to return the agenda back to staff for incorporation of today's feedback; Mr. Lawrence seconded the motion.

Mr. Horsman ask the Commission if they could be specific in regards to design review guidelines what they would like to see in the proposed ordinance.

Mr. Horsman stated if he is understanding the Commission they would like to see the spacing addressed from a child safety perspective, the height and weight the fence can withhold, the wind load as it pertains to being attached properly, and differentiate railings from sidewalk fencing.

Mr. Zuilhof stated that they should reference the Ohio Building Code in regards to these issues.

Mr. Voltz stated that if you reference the Ohio Building Code you may also have to look at additional items such as footers, etc.

Ms. Lloyd suggested that the guidelines state it would be stable enough to withstand the elements, also suggest weight requirements.

Ms. Byington stated the design review committee will concentrate on the appearance of the fencing.

Mr. Zuilhof stated that they also need to concentrate on the durability.

The committee and staff discussed the width of the current sidewalks and how this could affect the proposed guidelines.

Ms. Byington stated that she would like to consider the previous discussion of making these fences temporary versus permanent. If businesses only want to do temporary we will review this way.

Mr. Lawrence made a motion to adjourn the meeting; Mr. Galea seconded the motion.

The meeting was adjourned at 5:10 PM.

Casey Sparks, Clerk

Michael Zuilhof, Chairman

CITY OF SANDUSKY, OHIO
PLANNING DEPARTMENT

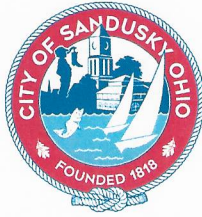
LANDMARK COMMISSION
REPORT

APPLICATION FOR CERTIFICATE OF
APPROPRIATENESS
EXTERIOR SIGNAGE FOR 223 WEST WATER

Reference Number: LC-08-18

Date of Report: April 11, 2019

Report Author: Tom Horsman, Assistant Planner



City of Sandusky, Ohio

Landmark Commission Report

BACKGROUND INFORMATION

Nicole Lloyd has submitted a Landmarks application for a Certificate of Appropriateness for exterior signage at 223 West Water Street. The following information is relevant to this application:

Applicant: Nicole Lloyd
223 W Water St
Sandusky, Ohio 44870

Site Location: 223 W Water St
Sandusky, Ohio 44870

Historic Status: Located in National Historic District.

Existing Uses: Hotel and Retail Shop

Proposed Use: Hotel and Retail Shop

Proposed Project: Exterior Signage

SITE DESCRIPTION

223 West Water Street



Existing Signage in Close Proximity



DIVISION OF PLANNING COMMENTS

The applicant has submitted an application for a Certificate of appropriateness to install exterior signage. The signage is for a retail shop adjacent to Hotel Kilbourne. The submitted materials state that the sign will be under 14 square feet and will be located above the front door of the store. The text of the sign will be the name of the establishment “dandelion” and the letters will be yellow. The letters will be raised and made of weathered treated wood and screws will fasten the letters onto a black matte sheet of aluminum. The applicant states the aluminum back board will be fastened directly to the building with 2 7/8” headlock bolts.

CONCLUSION/RECOMMENDATION

It is staff's opinion that the proposed sign meets the Secretary of the Interior's Standards and the Sandusky Preservation Design Guidelines. Specifically, the following:

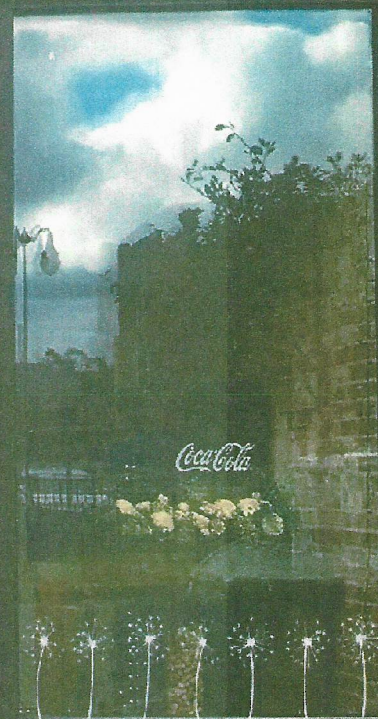
- The sign should not dominate the façade.
- Good quality designs with simple graphics and simple messages are encouraged.
- Signage color schemes should be simple.
- Wood signs should be painted as the use of natural wood in signage downtown should be avoided as it is not appropriate to the area's architectural character

Staff believes the sign to be of the appropriate style and size and believes it complements the architecture of the building. Staff recommends approval of the certificate of appropriateness.

dandelion.



ZERO TIDE



Coca-Cola



Thomas Horsman

Subject:

FW: Sign Application

Attachments:

Landmarks Commission Application.pdf

It will be on a sheet of Black Matte Aluminum. Letters will be raised and made of a weathered treated wood. Screws will fasten letters to aluminum. Aluminum backer board will be fastened directly to building with 2 7/8" Headlock bolts.



CITY OF SANDUSKY LANDMARKS
COMMISSION

222 Meigs Street - Sandusky, Ohio 44870

Phone (419) 627-5832

LANDMARK DESIGNATION AND
CERTIFICATE OF APPROPRIATENESS

APPLICATION

Preparing Your Application:

Please type or use black ink and use paper no larger than 11" x 17" for the required supporting information. City staff is available to advise in the preparation of applications.

Filing Your Application:

When completed, the attached application will initiate consideration of a property for designation as a local historic landmark. The application will enable the Sandusky Landmark Commission to determine whether the property qualifies for designation.

**The guidelines developed for this application are based on the evaluation process set forth in Chapter 1161 of the City of Sandusky's Code of Ordinances.*

1. Name of Property

Historic Name: _____

Current Name: Dandelion @ Hotel Kilbourne

2. Location

Please include the full street address of the property, including its local jurisdiction. Parcel Identification Numbers (PIN) can be found by contacting the Erie County Auditor's office or website.

Street Address: 223 W Water St

City/Town/Jurisdiction: Sandusky OH

PIN Number: _____

3. Owner Information (If more than one, list primary contact)

Name: Nicole Lloyd

Address: 223 W Water St / 316 E Water St

Phone: 970 368 0340

4. Applicant/Contact Person (If other than owner)

Name: Same

Address: _____

Phone: _____

5. General Data/Site Information

A. Date of construction and major additions/alterations: 10/2017

B. Number, type and date of construction of outbuildings: 0

C. Approximate lot size or acreage: _____

D. Architect, builder, carpenter, and/or mason: JH1

E. Original use: ? vacant when purchased in 2015

F. Present use: gift shop in Hotel lobby

6. Classification

A. Category (building(s), structure or site): Building

- Building - A "building," is created principally to shelter any form of human activity. (i.e.: house, barn, hotel, church, school, theater, stable)
- Structure - The term "structure" is used to distinguish from buildings constructions made usually for purposes other than creating human shelter (i.e.: tunnel, bridge, highway, silo)
- Site - A site is the location of a significant event, a prehistoric or historic occupation or activity, or a building or structure, whether standing, ruined, or vanished, where the location itself possesses historic, cultural, or archeological value regardless of the value of any existing structure. (i.e.: battlefield, cemeteries, designed landscape)

B. Ownership (check one): ☒ Private ☐ Public

C. Number of Contributing and non-contributing resources on the property: A contributing building, site, structure, or object adds to the historic associations, historic architectural qualities, or archeological values for which a property is significant because it was present during the period of significance, relates to the documented significance of the property, and possesses historic integrity or is capable of yielding important information about the period.

Contributing

Non-Contributing

Buildings _____

Structures _____

Objects _____

Sites _____

D. Previous field documentation (when and by whom): _____

E. National Register status and date (listed, eligible, study list): _____

Please contact the National Register Coordinator at the State Historic Preservation Office to determine National Register status.

7. Supporting Documentation (attach to application on separate sheets)

A. Required Documents

- Eleven (11) copies of the application shall be submitted as well as one (1) digital application

B. Required Photographs

- Digital photographs shall be submitted. Please include a printout of the images. To save paper and ink, as many as nine images may be placed on a single 8 X 10 sheet of paper, though images should be at least 3 ¼ "X 2 ½". Proofs may be in black and white on regular paper.
- For buildings and structures, include all facades and at least one (1) photo of all other contributing and non-contributing resources. Also include at least one (1) photo that shows the main building or structure within its setting. For sites, include overall views and any significant details.
- Photos must be identified with the name of the property, its address or location, and the date.

C. Maps

- Include two (2) maps; one (1) clearly indicating the location of the property in relation to the local community, and one (1) showing the boundaries of the property. Tax maps with the boundaries of the property are preferred, but survey or sketch maps are acceptable. Sketch maps should reflect, describe and label all buildings, structures, objects or sites, within the property boundary. Please show street names and numbers and all structures on the property. Mapping information may be obtained from the Erie County Auditor's website: www.erie.iviewtaxmaps.com

D. Historical significance (Applies to all classifications)

- Note any significant events, people, and/or families associated with the property. Please clearly define the significance of the property in the history. (For example, the property may have been the birthplace of an influential citizen, represent historical patterns of commercial or agricultural development, or served as an important center of community activity). Include all major owners.
- Please include a bibliography of sources consulted.

E. Architectural description, significance and integrity (Applies to buildings, structures and objects)

- For buildings and structures, describe, including exterior architectural features, additions, remodeling, and alterations. Also describe significant outbuildings.
- Context of the history (For example, the building or structure might be one of a town's only surviving examples of a Greek Revival building, or it may be a unique local interpretation of the Arts and Crafts movement. An object might be a statue designed by a notable sculptor.)
- Include a statement describing how the building or structure currently conveys its historic integrity. For example, does it retain elements of its original design, materials, location, workmanship, setting, historic associations, or feeling, or any combination thereof?
- Please include a bibliography of sources consulted.

F. Property boundary, significance and integrity (Applies to all classifications)

- Describe the land area to be designated, address any prominent landscape features.
- Clearly explain the significance of the land area proposed for designation and its historical relationship to the **building(s)** or **structure(s)** located within the property boundary or, in the case of sites, the historical event or events that make the land area significant. For **buildings** and **structures**, the designated land area may represent part of or the entire original parcel boundaries, or may encompass vegetative buffers or important outbuildings. For **sites**, the designated area may encompass a landscape that retains its historic integrity (i.e. a battlefield encompassing undisturbed historic view sheds).

8. Scope of the Project to Include: Please circle all that apply.

Awnings/ Shutters

Signage

Roofing

Landscaping

Rear Access

Parking Lot Layout

Siding

Energy Conservation

Doors, Windows, Entrances

Complete Façade Restoration

Partial Façade Restoration

Exterior Painting (Commercial)

Fences

Other _____

9. Signatures

Applicant: _____

Date: 4/8/19

I have read the general information on landmark designation provided by the City of Sandusky Landmark Commission and affirm that I support landmark designation of the property defined herein.

Owner: _____

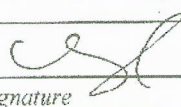
Date: 4/8/19



COMMERCIAL SIGN PERMIT APPLICATION

City of Sandusky, Department of Community Development, Divisions of Building Inspection, Planning & Zoning
222 Meigs Street, Sandusky, Ohio - (419) 627-5940 - building@ci.sandusky.oh.us

Submit one application for each building or structure. Please print or type. All sections must be completed.
All permit applications must be submitted with two (2) sets of construction drawings and two (2) plot plans showing the location of the sign from the property line and/or buildings.

Name of Project:		Dandelion		
Exact address of project:		223 W Water St		
Owner of property:		NER 3 LLC	Attention: Nikki Lloyd	
Address:		316 E Water St Sandusky OH		
Phone:		970 368 0340	<input checked="" type="checkbox"/> Send by E-mail: nikki@HotelKilbourne.com	
Leased by:		Sandusky Bay Lodging	Attention: same	
Address:		same		
Phone:			<input type="checkbox"/> Send by E-mail: "	
Name of Submitter:		Nikki Lloyd		
Address:		223 W Water St		
Phone:		970 368 0340	<input type="checkbox"/> Send by E-mail: "	
Is the sign located within the Downtown Design Review District? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, attach a copy of Certificate of Appropriateness.		Type of Sign:	<input type="checkbox"/> Marquee <input type="checkbox"/> Monument <input type="checkbox"/> Roof <input type="checkbox"/> Projection <input type="checkbox"/> Ground <input type="checkbox"/> Freestanding Wall <input type="checkbox"/> Canopy <input type="checkbox"/> Freestanding Pole <input checked="" type="checkbox"/> Banner	
Scope of Work:		<input checked="" type="checkbox"/> New <input type="checkbox"/> Replacement <input type="checkbox"/> Alteration of Existing <input type="checkbox"/> Temporary	Please select: <input type="checkbox"/> Electric <input type="checkbox"/> Neon (Separate Electric permit may be required)	
Please select:		<input type="checkbox"/> Metal <input type="checkbox"/> Plastic <input checked="" type="checkbox"/> Wood <input type="checkbox"/> Other:	Please select: <input checked="" type="checkbox"/> Single Face <input type="checkbox"/> Double Face	
Cost of work covered by this application:		\$ 1000-	Square footage of Sign: < 14 sq ft	
Fee schedule: <i>New Construction, major alterations or additions to freestanding signs and wall signs larger than 24 sq. ft. require a plan review.</i>		I hereby certify that I am the (select one) <input checked="" type="checkbox"/> Owner <input type="checkbox"/> Agent for the Owner and all information contained in this application is true, accurate and complete to the best of my knowledge. All official correspondence in connection with this application should be sent to my attention at the address shown above.		
Base Fee \$25.00		\$25.00	 Signature 12/15/18 Date	
Plan Review Fee \$100.00		\$100.00		
Sub-Total		\$125.00		
BBS fee (3% X sub-total)		\$3.75		
Total Fees to be paid		\$128.75	Print or Type Name: Nikki Lloyd	
If work is started prior to obtaining permit a 100% penalty will be charged.				
CONTRACTOR INFORMATION All contractors are required to be registered with the Building Division office.				
Company Name		N/A	Phone number	
Contractor Name			City of Sandusky Registration #	
OFFICE USE ONLY				
Received date:		Approval/Issue date:		Processed by:
Approved by:				