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## Landmark Commission

240 Columbus Ave  
Sandusky, Ohio 44870  
419.627.5715  
[www.cityofsandusky.com](http://www.cityofsandusky.com)

### **AGENDA**

**December 18<sup>th</sup>, 2019**  
**4:00 P.M.**  
**City Commission Chamber**

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1. Meeting called to order – Roll Call
2. Review minutes from the November 20<sup>th</sup>, 2019 meeting
3. Certificate of Appropriateness: 300 East Water Street. – Aluminum rooftop awning
4. Staff updates
5. Meeting adjourned

**NEXT MEETING: January 15<sup>th</sup>, 2019**

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

**Landmark Commission  
November 20<sup>th</sup>, 2019  
Meeting Minutes**

**Meeting called to order:**

The Chairman called the meeting to order at 4:30pm. The following members were present: Ms. Nikki Lloyd, Chairman Michael Zuilhof, Mr. Joe Galea, Mr. Alan Griffiths, Mr. Ryan Nagel, Mr. Jon Lawrence, and Dr. Tim Berkey. Ms. Angela Byington and Mr. Thomas Horsman represented the Planning Department; Mr. Trevor Hayberger represented the Law Department.

**Review of minutes from October 16<sup>th</sup>, 2019:**

Mr. Galea made motion to approve the minutes with a change to the top of page four where he had asked if there was any benefit to getting an injunction from somebody, not a conjunction. Dr. Berkey seconded the motion.

Mr. Zuilhof stated that he has an additional change on page five where it states that he said "if someone were to encroach on city property it can be revoked at any time for any reason." He said that he believes he said or intended to say that if there is an "encroachment license."

Mr. Lawrence stated that on page four Mr. Lloyd, should say Ms. Lloyd.

Mr. Zuilhof asked if there was an agreement to amend the motion to add those changes.

Mr. Lawrence made motion to approve the minutes with the changes mentioned.

Mr. Galea seconded the motion.

**1<sup>st</sup> application on agenda:**

Mr. Zuilhof stated that the first item on the agenda is the application for signage at 128 E. Market Street, which was tabled at the September 18, 2019 meeting.

Mr. Lawrence made a motion to remove the application from the table.

Mr. Griffiths seconded the motion.

Mr. Horsman reminded the commission that the application was for two different signs. The wall sign was approved, the sign that was tabled was the projecting sign. The projecting sign is a preexisting structure. He stated that there were many questions related to the allowable signage size per the zoning code. Staff said that because it is a refacing of an existing structure, it is permitted by the Zoning Code, but if it were to be built new, it would exceed the allowable signage size. In the Design Review District a projecting sign is allowed to be 25% of the façade length, so if this sign were constructed new today, the allowable max would be 4.75 square feet. The proposed sign is 24 square feet.

Mr. Zuilhof asked if Mr. Horsman could clarify if the projecting sign area would be the area of the whole sign, not just one side.

Mr. Horsman stated that each side of the sign would be regulated by this criteria. The zoning is permissible due to its nature of existing, so it would be legal. The question at hand was looking at the Preservation Design Guidelines and the size in relation to the façade.

Mr. Zuilhof stated that the maximum area permitted per side is 4.75 square feet. He asked if the sign that is proposed is a 4 foot by 6 foot sign.

Mr. Horsman stated that was correct.

Mr. Griffiths asked if the sign was lit or not.

Mr. Horsman stated that the application was for internal illumination of the sign.

Mr. Griffiths then stated that his recollection of conversation regarding the signage rules is that this particular sign is on a premises that has not been in continuous use for six months, so the signage structure should have been removed per code. He asked if that is correct.

Mr. Horsman said that the sign is considered an abandoned sign and the code does state that if a sign falls under that category, the city is able to order removal.

Mr. Zuilhof stated that the total square footage of both signs together is 64 square feet and asked what would normally be the limit for square footage on a 19 foot building.

Mr. Horsman stated that the limit for the projecting sign would be the 4.75 square feet that he mentioned earlier and then the wall sign would be a 1-to-1 ratio with the façade, which would be 19 square feet for a wall sign.

Mr. Zuilhof stated that what was previously approved for the wall sign is within three feet of the maximum. The application on the agenda today is asking for five times the area than what would normally be permitted.

Gary Trent, with HT Investments, the owner of the building stated that the sign has been around for a long time. He stated that there are many buildings downtown that do not follow the rules of how big a sign can be, and they just wanted to be treated the same as the other owners downtown. He asked how the other owners downtown got their signs to be as big as they are.

Mr. Zuilhof stated that staff may not have the information at hand, but asked which signs he is talking about. He also stated that these other signs may have predated the regulation.

Mr. Horsman stated that there are some cases where the signs are preexisting, and this is why the sign on the applicants building legally, if approved by this commission per zoning code, could be refaced. So if any of those other larger signs wanted to be refaced, they would have to go before this commission also.

Mr. Trent said that there is the Segwave store and the Shore House Tavern, both of whom have large signs out front. He also stated that if they have to take the sign down, it would be unfair to the business who is trying to make money in that storefront.

Ms. Lloyd stated that is one of the reasons that the commission tabled the application. The commission wanted to hear from the owner of the building and from the owner of the business in the building. She said that the commission had questions regarding the sign right away, but the commission did not want to inhibit any advertisement for the business so that is why the wall sign was approved. She asked if the sign is something the business owner in the building really wants or is the building owner just trying to fill the space because it's there.

Mr. Trent stated that it just doesn't make a whole lot of sense to knock that sign down and put a smaller one up just because the existing one is just a little bigger than it should be. He also said that the sign structure is one of the reasons he bought the building as it is a party of history.

The owner of Balooka Balloons, Nancy, who rents the storefront, stated that because the sign is part of history, she has a hard time believing that anyone would want to get rid of it. She also said that she would much rather have the protruding sign than the sign that is flat across the wall, to advertise her business, as more people would see the protruding sign.

Mr. Griffiths stated that he is sympathetic towards the owners, but the reality is there is a new ordinance, a relatively new commission, and the commission needs to draw the line somewhere. While he understands the owner's frustrations, the ordinance clearly states that there are not internally lit signs in the Downtown District, and there are strict rules for the size of signs.

Mr. Galea made a motion to approve the application for signage that was originally tabled.

Mr. Horsman reminded the commission that there are two issues at hand, the size of the sign as well as the internal illumination, so any motion made will need to specify what is being approved.

Mr. Galea clarified that his motion is for both conditions to be permitted as applied for by the applicant.

Mr. Lawrence seconded the motion.

Ms. Lloyd stated that she would like acknowledge Mr. Griffith's statement as she is also very sympathetic towards the property owners and all of the efforts they have put in. She has also been inside Balooka Balloons and loves that they have a storefront downtown, but at some extent the commission needs to start following the code. Knowing that it was and still is an abandoned sign, she will not support this motion.

Mr. Galea stated that his reason for the motion is that the way the business owner wants to use the sign will give the structure productive use, it will fit the character of the historical building, and will fit the area. He stated that he is not so convinced that the ordinance is meant to be so rigid as to always require in every instance an exact outcome. For every building downtown there is a different situation. There is always a reason why sometimes it seems people are being treated unfairly. In this situation there are unique circumstances.

Mr. Nagel stated that it seems there is some ambiguity on the code in regards to removing what is deemed to be an abandoned sign. Whether or not that means the insert or the entire cabinet. With removing an entire cabinet, if that were to be done every time someone were to go out of business, there are real costs with putting that back up every time a new business comes in or goes out. A building could also see a lot of damage doing that. He stated he doesn't love the internally lit component, but he believes their intent was that they did remove the sign, and don't think they realized that the entire structure needed to come down, and with that being said, would approve the application for both components.

With three members for the approval of the application and four members against the approval, the motion failed.

### **1<sup>st</sup> application on agenda:**

Mr. Zuilhof stated that next on the agenda is a request to extend the deadlines imposed in case PLC19-0022, demolition of the Cooke Building at 150-162 Columbus Ave.

Mr. Horsman stated that as part of the conditions of the demolition of the Cooke Building, there were timeframes for the submittal of plans and commencement of construction and the applicant has requested additional time. There was a 90 day extension request for presenting a plan. If the extension is approved, it would be 180 days after demolition commences to present

the plans instead of 90. This would also extend the construction deadline from 180 days to within 270 days after demolition commences. The letter for why has been provided.

Mr. Richard Hogrefe, owner of H2 Property Holdings, stated that they do not want to artificially slow down demolition, due to the safety factors, as well as they want to be able to bring the sidewalks back and the parking. He stated they are going to be getting numbers on Friday for their first design and they may be able to make the deadline, but if the numbers are way off, then they will have to go back to the board. They want to make sure they are doing the best job that they can, which takes time, and so they do not want to rush the plans.

Ms. Lloyd asked if there is any idea when demolition will commence.

Mr. Hogrefe stated he will be getting that information on Friday also. If the numbers on Friday are approved, he has been told that demolition can begin within a few weeks to a month, and it would take about two months to get it all knocked down.

Mr. Zuilhof stated that he agrees that it is important to get it right and not rush.

Mr. Galea asked how much of the need for an extended deadline is driven by the possible third party partner.

Mr. Hogrefe stated that things have been moving pretty quickly with the third party partner and he has already had designs in place for the third party as well.

Dr. Berkey made motion to approve the extension as requested.

Mr. Galea seconded the motion.

One voting member abstained from the vote, the remaining six members approved the motion. The request was approved.

### **Staff updates:**

Mr. Horsman stated that he has been working on rescheduling the training with the State Historic Preservation Office for 2020. The December Landmark meeting is December 18<sup>th</sup> at 4:00 and the Planning Commission is right after at 4:30, due to the holiday the following week. Staff have talked internally about all of the items discussed at last month's meeting regarding the Landmark Ordinance, signage, and public outreach. Staff are hoping to have something available in the coming months.

Ms. Kristen Barone, Clerk for the Planning Department, asked the commission to review the 2020 meeting schedule. The clerk then asked members with terms expiring 12/31/19, Mr. Griffiths and Mr. Nagel, if they would like to be reappointed for 2020.

Mr. Nagel stated he would like to be reappointed.

Mr. Griffiths stated he would also like to be reappointed.

Ms. Barone asked the commission members if the commission members are okay with the clerk sending the agendas via email since some members have not received them in the mail or get them in the mail with not much notice.

Mr. Lawrence stated that email was fine with him.

Mr. Griffiths stated he was also fine with that.

Mr. Zuilhof stated that there seems to be a consensus to have the agenda emailed.

Mr. Griffiths asked Ms. Lloyd if she will be at the next Landmark Commission.

Ms. Lloyd said she will be at the next one, as her last day is December 31<sup>st</sup>.

Dr. Berkey stated that last week the Old House Guild of Sandusky took possession of the Johnson House at 417 Columbus Avenue. This has taken place due to the efforts of many people including city staff, the City Manager, Landmark Commission, and City Commissioners. The house is getting worked on and getting ready for a potential buyer. This is a signal to the Landmark Commission to why it is important to stay on top of preserving the historic buildings because the damage that occurs when a building is unoccupied can be significant. Mr. Zuilhof asked if Dr. Berkey would be willing to coordinate for the commission to see the place. Dr. Berkey stated that he would be happy to do that if staff could assist in that.

**Meeting Adjourned:**

Ms. Lloyd motioned to adjourn the meeting. Mr. Lawrence seconded the motion. The meeting was adjourned at 5:19pm.

**Approved by:**

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Kristen Barone, Clerk

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Michael Zuilhof, Chairman

# LANDMARK COMMISSION REPORT

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## APPLICATION FOR CERTIFICATE OF APPROPRIATENESS FOR ROOFTOP AWNING AT 300 EAST WATER STREET

Reference Number: PLC 19-0026

Date of Report: December 11, 2019

Report Author: Tom Horsman, Assistant Planner



# City of Sandusky, Ohio

## Landmark Commission Report

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### BACKGROUND INFORMATION

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Angelo M. Scozzarella, Jr has submitted a Landmark application for a Certificate of Appropriateness for a rooftop awning at 300 East Water Street. The following information is relevant to this application:

Applicant:	Angelo M. Scozzarella, Jr. 3453 West 140 <sup>th</sup> St. Cleveland, Ohio 44111
Owner:	Benjamin Murcek, President Lakeview Condominium Association 300 East Water St. Sandusky, OH 44870
Site Location:	300 East Water St. Sandusky, Ohio 44870
Historic Status:	Individually listed building on the National Register and also a contributing building in National Register Historic District
Existing Uses:	Office and residential
Proposed Use:	Office and residential
Proposed Project:	Installation of aluminum framed awning over rooftop deck

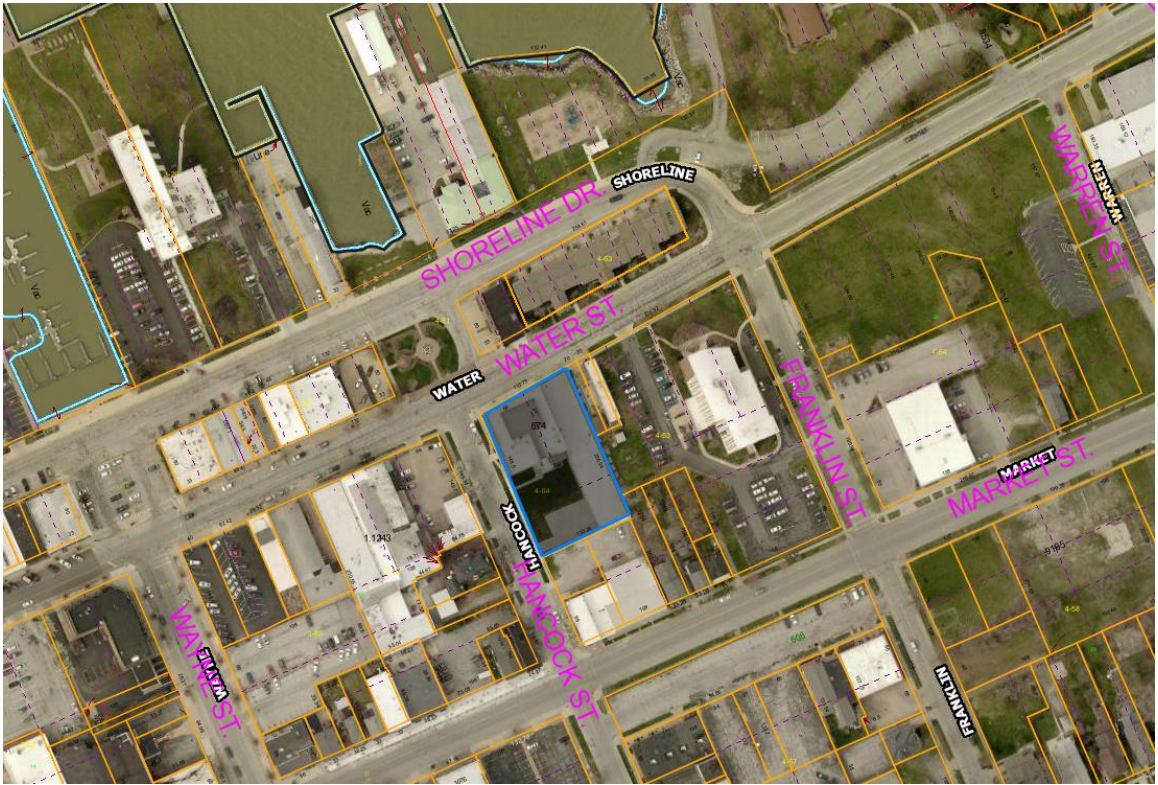


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## SITE DESCRIPTION

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### 300 E Water



### Building Façade Today and 1920s



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#### DIVISION OF PLANNING COMMENTS

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The applicant has submitted an application for a Certificate of appropriateness to install an aluminum framed awning over the rooftop deck. The color of the aluminum supports is black and the polycarbonate panels on the top are grey. The highest beam of the structure is 9'-1 3/8" above the deck. It is setback about 22 ½ feet from the Water Street edge of the building and just over 25 feet from the Hancock side of the building. Section drawings and the site plan are included as attachments.

Regarding rooftop additions, the Secretary of the Interior Guidelines state, *"Designing rooftop additions, elevator or stair towers, decks or terraces, dormers, or skylights when required by a new or continuing use so that they are inconspicuous and minimally visible on the site and from the public right-of-way and do not damage or obscure character-defining historic features."*

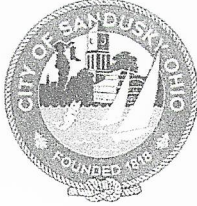
Staff believes that the addition of this awning would not be obtrusive and not visible from the right-of-way. The color and the materials are also appropriate for the building and the district.

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#### CONCLUSION/RECOMMENDATION

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It is staff's opinion that the proposed awning meets the Secretary of the Interior's Standards and the Sandusky Preservation Design Guidelines and thus recommends approval of the Certificate of Appropriateness.



## LANDMARK COMMISSION

### Application for a Certificate of Appropriateness

Department of Planning  
240 Columbus Ave  
Sandusky, Ohio 44870  
419.627.5891  
[www.cityofsandusky.com](http://www.cityofsandusky.com)

#### Preparing Your Application

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

#### Filing Your Application:

When completed, the attached application will initiate consideration of the granting of a Certificate of Appropriateness for a designated historic property. The application will enable the Landmark Commission to determine whether the proposed changes to the property meets the criteria for a Certificate of Appropriateness. The Landmark Commission will consider both the Secretary of the Interior's Standards for the Treatment of Historic Properties and the Sandusky Preservation Design Guidelines when reviewing this application.

*\*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. Location

Building/Property Name (if applicable): LAKEVIEW CONDOMINIUM ASSOCIATION

Street Address: 300 EAST WATER STREET, SANDUSKY, OHIO 44870

Parcel Number(s): 56-01179,001 THRU ,011

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

Name: BENJAMIN W. MURCEK PRESIDENT LCA

Address: 300 E. WATER ST. UNIT 3B SANDUSKY, OH 44870

Phone: 419.239.4546

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

Name: ANGELO M. SCOZZARELLA, JR.

Address: 3453 WEST 140TH ST., CLEVELAND, OHIO 44111

Phone: 216.251.1125 (OFFICE) 216.377.9549 (CELL)

4. Scope of the Project (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 AWNING

5. Description of Work to be Done

ALUMINUM FRAMED (POWDER COATED) BLACK WITH  
TRANSLUCENT POLYCARBONATE PANELS. FRAME  
IS ATTACHED W/ (9) 4X4 ALUMINUM POSTS ATTACHED  
TO STRUCTURAL STEEL FRAMEWORK OF EXISTING  
DECK.



6. Supporting Documentation (attach to application on separate sheets, as applicable)

- A. New Construction
  - a. Scaled drawings
  - b. Site plan (site plan requirements are attached at the end of application)
  - c. Photographs
  - d. Material list
- B. Additions/Alterations
  - a. Scaled drawings
  - b. Photographs
  - c. Material list
- C. Signage
  - a. Scaled drawings
  - b. Location of sign
  - c. Photographs
  - d. Width of building
  - e. Lot frontage
- D. Demolition
  - a. A report as to the structural soundness of the building prepared by professionals experienced in preservation and rehabilitation
  - b. Estimates of the costs and income for rehabilitation of the building
  - c. Estimates of the costs and income for new development
  - d. Valuation of the property
  - e. Preliminary development plans

\*Historic photographs of the structure/property may be requested by Planning Staff or the Landmark Commission

7. Signature

The owner of this building and undersigned do hereby certify that the information and statements given on this application, drawings and specifications are, to the best of their knowledge, true and correct. The owner and undersigned further understand that no work can begin until this application has been reviewed and approved. Any work done that has not been approved will be in violation of the City of Sandusky's Codified Ordinances

Applicant/Agent: \_\_\_\_\_

Date: 12/9/2019

Owner: \_\_\_\_\_

Date: 12/19/19

PROPOSED IMPROVEMENTS FOR:  
**LAKEVIEW CONDOMINIUM ASSOCIATION**  
**300 EAST WATER STREET**  
**SANDUSKY, OHIO 44870**

**OBC PLAN REVIEW**

☒ Reviewed and found to be in compliance with the OBC as indicated on any document issued.

☐ Partial/Conditional compliance with OBC as indicated on any document issued.

☐ Reviewed and found NOT to be in compliance with the OBC as indicated on any correction letter/adjudication Orders issued.

Plans Examiner *Emily J. J.* Date Reviewed 12.05.19

**CITY OF SANDUSKY**

NOV 22 2019

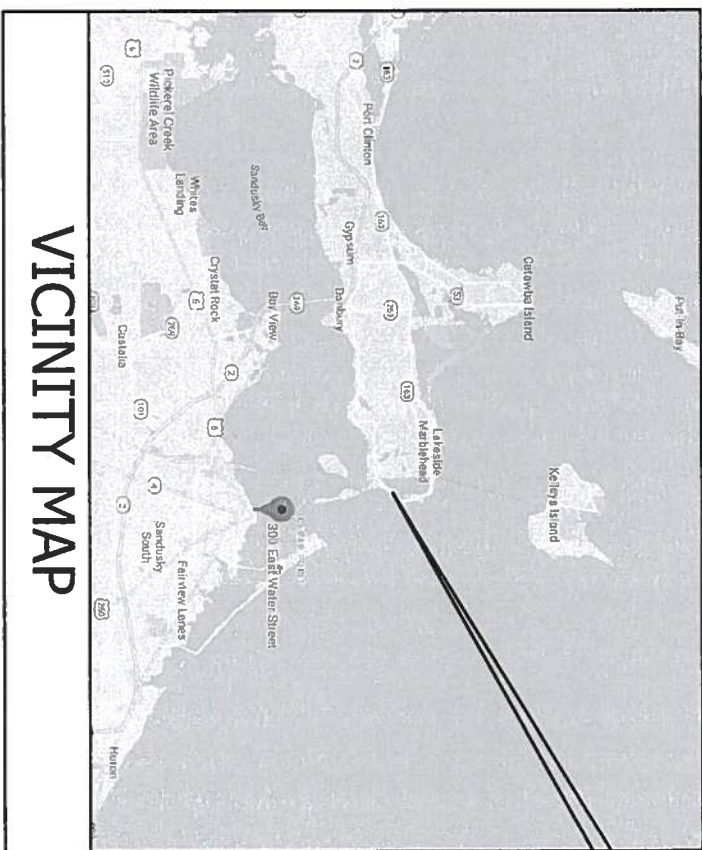
**BRIGHTCOVERS™**  
The Future is Bright.

PREPARED BY:

**Translucent LLC dba  
BrightCovers**

3453 West 140th Street  
Cleveland, OH 44111

phone: (216) 251.1125  
fax: (216) 251.1135



**VICINITY MAP**

DRAWING INDEX		
Not Used	Sheet Title	Page #
<input checked="" type="checkbox"/>	COVER SHEET & DRAWING INDEX	CS.001
<input checked="" type="checkbox"/>	SITE PLAN	SP.002
<input checked="" type="checkbox"/>	COVER PLAN	CP.003
<input checked="" type="checkbox"/>	SECTIONS AND DETAILS	SD.004
<input checked="" type="checkbox"/>	SECTIONS AND DETAILS	SD.005

**GENERAL NOTES:**

1. ALL CONSTRUCTION AND INSTALLATION WILL BE DONE IN ACCORDANCE TO ALL LOCAL AND STATE BUILDING CODES.
2. ALL BRIGHT COVERS ENGINEERING WILL BE FOUND DRAWING PROVIDED BY ENGINEERING EXPRESS IN ADDITION TO THIS SITE SACRIFICE DESIGN PACKAGE.

**FOR APPROVAL**

APPROVER PLEASE NOTE:  
ANY VERIFICATION NOTES NOT RESPONDED TO, WILL BE TAKEN AS APPROVED

**REVISIONS**

**DESIGN REVIEW & APPROVAL**  
Release for fabrication will not commence until this section has been completed by the authorized design professional and returned to Translucent, LLC.

☐ Approved ☐ Approved as Noted ☐ Revise and Submit ☐ Rejected Resubmit

Date: \_\_\_\_\_ By: \_\_\_\_\_

**AUTHORIZATION TO FABRICATE**  
Signature verifies that all sizes, quantities and conditions have been verified. Translucent, LLC are hereby authorized to fabricate all materials as drawn. Fabrication will not begin and no further changes will be accepted after authorization is submitted.

Date: \_\_\_\_\_ By: \_\_\_\_\_

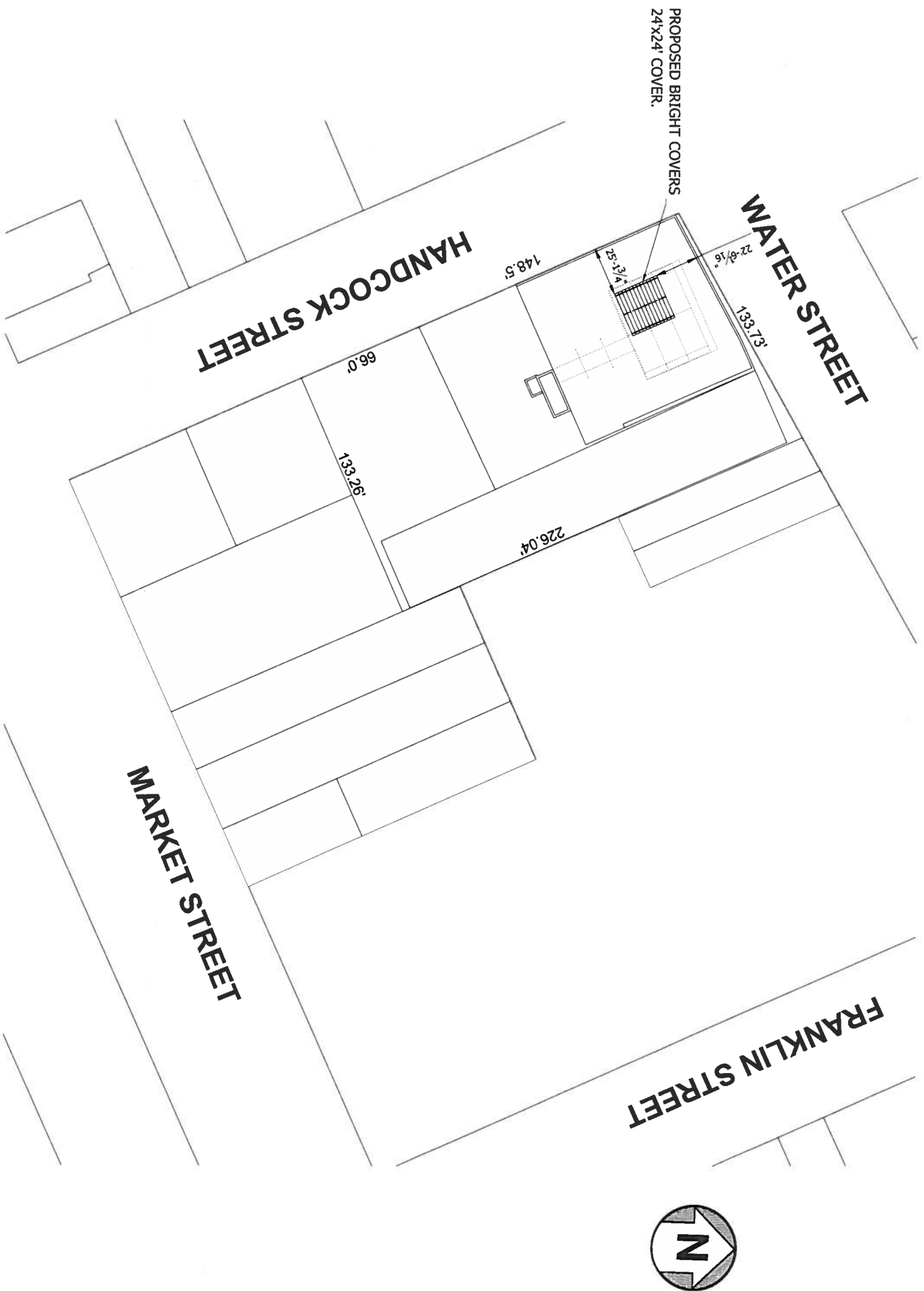
[www.translucentcompany.com](http://www.translucentcompany.com)  
[www.brightcovers.com](http://www.brightcovers.com)

3453 West 140th Street  
Cleveland, OH 44111  
PH (216) 251. 1125  
FX (216) 251. 1135



**COVER SHEET & DRAWING INDEX**  
LAKEVIEW CONDOMINIUM ASSOCIATION  
300 EAST WATER STREET  
SANDUSKY, OHIO 44870  
CUSTOMER: LAKEVIEW CONDOMINIUM ASSOCIATION  
CUSTOMER-LOCATION LCA - OH

Date: 10/30/2019  
Scale: AS NOTED  
Dwg No. CS SH 001 Rev. 1



FRANKLIN STREET



Address:  
LAKEVIEW CONDOMINIUM ASSOCIATION  
K. & T. PROPERTY DEVELOPMENT &  
MANAGEMENT LLC  
300 EAST WATER STREET,  
SANDUSKY, OHIO 44870  
ERIE COUNTY  
PARCEL NO. 56-01179.001 THRU .011

## SITE PLAN

SCALE: 1" = 20'-0"

### SYMBOLS:

- DETAIL NUMBER  
VIEW TITLE  
Scale: 1:1  
DETAIL NUMBER  
DETAIL CALLOUT  
SHEET NUMBER
- DETAIL NUMBER  
SECTION CALLOUT  
SHEET NUMBER  
COLUMN LINE
- REVISION INDICATOR  
NOTES  
CUSTOMER VERIFICATION NOTES

### REVISIONS

NO.	DESCRIPTION	DATE
1	ISSUED FOR PERMIT	10/09/2019



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3453 West 140th Street  
Cleveland, OH 44111  
PH (216) 251-1125  
FAX (216) 251-1135

EXISTING CONDITIONS  
LAKEVIEW CONDOMINIUM ASSOCIATION  
300 EAST WATER STREET  
SANDUSKY, OHIO 44870

CUSTOMER: LAKEVIEW CONDOMINIUM ASSOCIATION  
CUSTOMER-LOCATION: LCA - OH  
Date: 10/30/2019  
Scale: AS NOTED  
Dwg No. SP  
Shl  
001  
Rev

FOR APPROVAL

APPROVER PLEASE NOTE:  
ANY VERIFICATION NOTES NOT RESPONDED  
TO, WILL BE TAKEN AS APPROVED.

