

Landmark Commission
December 19th, 2018
Meeting Minutes

The Chairman called the meeting to order at 3:36PM. The following members were present: Mr. Jon Lawrence, Chairman Michael Zuilhof, Mr. Joe Galea, Mr. Griffith, and Dr. Tim Berkey. Mr. Greg Voltz 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. Galea moved to approve the minutes from February 20, 2018, March 20, 2018, April 25, 2018; Mr. Griffith seconded the motion.

Dr. Berkey moved to approve the minutes from November 28th, 2018 with the proposed changes indicated, Mr. Griffiths second the motion.

Mr. Horsman stated that the proposed amendment changes to Chapter 1161 of the Planning and Zoning Code were presented to the Landmark Commission and Planning Commission last month, staff has made some revisions and is seeking approval of the amendments this evening. Specifically there was clarification regarding the designation of a landmark. In Section 1161.03 (b) there was discussion regarding Landmark Commission meetings, staff revised the section to state the Commission will meet monthly or as the Landmark Commission determines. Section 1161.07 (e) discusses the criteria for demolition which has remained the same. In section 1161.07(f) there was language added stating that the property owner would need to try to find alternative uses for the property before demolishing. Section 1161.07(b) discusses giving landmark commission the ability to grant authority of staff to review. Staff added language that states that the Landmark Commission has the authority to resend this authority from staff. In addition the word Sandusky was removed in front of Landmark Commission throughout the chapter. In Section 1161.11 subsection B was added. Staff requests that an addition be made to this, the current proposal states that the landmark Commission may notify the department of code compliance regarding a property owner that is not currently in compliance with the maintenance requirements of Chapter 1161. Staff would like to add the Building Department to this section. Staff wanted to reiterate the ability to enforce the building code and assure that a penalty is consistent with the penalty referenced within the zoning code. The State Historic Preservation Office has provided feedback and has approved all proposed changes.

Mr. Griffiths mentioned that they adopt the proposed amendment changes to 1161 of the Planning & Zoning Code as recommended by staff; Mr. Lawrence seconded the motion.

Mr. Griffiths stated that he is pleased with the changes and would suggest moving forward with approval.

Mr. Galea stated that he has a suggestion for both staff and Landmark Commission. In Section 1161.07(a) the ordinance covers what structures require Certificate of Appropriateness, for clarity in section (a) the ordinance should substitute the word building for sites, historic buildings have been used differently thru the chapter. Mr. Galea stated that he suggests adding structures and sites.

Mr. Griffiths stated that that Commission should consider possibly adding the definition of sites to the ordinance.

Mr. Horsman stated that sites are defined under Section C of the definitions. Mr. Horsman stated that Staff would agree with addition structures.

Mr. Griffiths stated that Section 1161.02(d) buildings should be used synonymously with structures as otherwise noted.

Mr. Galea moved to amend the motion to include structures in 1161.07(a) and building department be added to Section 1161.11 (b); Mr. Lawrence seconded the motion. The motion to amend was approved unanimously.

The clerk took the role on the amended motion and it was unanimously approved.

Mr. Voltz stated that Jeff Foster has submitted an application for exterior alteration to the Huntly Building located at **131 East Market Street**. The property located at 127-134 East Market Street is a contributing building within the downtown commercial historic district. The applicant has proposed 49 sq. ft. of signage at this elevation. The signage will be to designate the main entry into the 'Marketplace at the Cooke' as well as other smaller accessory signs to show the retailers within the market place. The material is a black panel background with a raised white lettering. The applicant also proposes to place several wall mounted lighting fixtures along the northern elevation that is line with the Downtown Sandusky Design Review Guidelines as they are simple in design and modest in size. Mr. Voltz stated that in conclusion staff would recommend a certificate of appropriateness for the proposed signage and signage lighting.

Mr. Griffiths motioned to grant a Certificate of Appropriateness for the proposed signage at 131 E. Market Street; Mr. Lawrence seconded the motion.

Mr. Zuilhof stated that he was excited about the progress and is neat to see the appeal of the building being revealed again.

The clerk called the role and the motion was unanimously approved.

Other Business

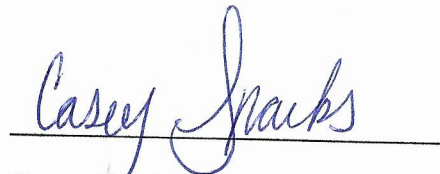
Mr. Horsman stated that at the last meeting the committee ask for a list of all of the historic properties within the city, this will be provided that to the Commission.

Mr. Zuilhof ask who would be reviewing the BGSU plans as it is outside of the Landmark district, Mr. Zuilhof ask staff if this been through design review process.

Ms. Byington stated that if Planning Commission approves the site plan application staff will approve the Certificate of Appropriateness. Staff will speak to the Design Review elements at the Planning Commission meeting.

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

The meeting was adjourned at 4:22PM.


Casey Sparks, Clerk


Michael Zuillhof, Chairman