

**Landmark Commission
January 15th, 2020
Meeting Minutes**

Meeting called to order:

The Chairman called the meeting to order at 4:30pm. The following members were present: Mr. Michael Zuilhof, Mr. Jon Lawrence, Mr. Joe Galea, and Dr. Tim Berkey (recused). Mr. Thomas Horsman represented the Planning Department; Mr. Trevor Hayberger represented the Law Department.

Review of minutes from December 18th, 2019:

Mr. Galea moved to approve the minutes as submitted. Dr. Berkey seconded the motion. With no further discussion, all members were in favor to approve the minutes.

Election of Landmark Commission officers:

Mr. Zuilhof nominated Dr. Berkey for Chairman. Mr. Galea seconded the nomination. No other nominations were made for Chairman. All members were in favor of the nomination. Dr. Berkey nominated Mr. Lawrence for Vice Chair. Mr. Galea seconded the nomination. No other nominations were made for Vice Chair. All members were in favor of the nomination.

1st application on agenda:

Mr. Lawrence stated that the first application on the agenda is for a Certificate of Appropriateness for the Godfrey-Johnson House at 417 Columbus Avenue for Soffit and Fascia Restoration.

Mr. Horsman stated that the building was constructed in 1854 and is listed on the National Register of Historic Places. The proposed renovations are intended to bring the building back to a state of good repair and not to alter the appearance. Staff believe the scope of the work is consistent with the Secretary of the Interior Standards and the Sandusky Preservation Design Guidelines and therefore, recommend approval.

Mr. Galea moved to adopt the recommendation of staff and approve the Certificate of Appropriateness.

Mr. Zuilhof seconded the motion, but stated he would like to hear from the applicant if they would like to say anything.

Dr. Richard Keller, President of the Old House Guild, stated that they would like to replace, to the extent possible, with the original materials, the deteriorated soffit and fascia. They would like to use wood comparable to what was used in the original construction, if they can find it. Dimensions will approximate the original construction. Although modern lumber is sized differently from this construction period. The most difficult part of the project is replacing the brackets. Preliminary indication is that the brackets are in good shape and can be salvaged. The work will be done by Feick Contractors, and is scheduled to start at the end of this month, weather permitting.

Mr. Galea asked Dr. Keller if they were able to determine what the original lumber used was and if they will be able to use the same lumber.

Dr. Keller stated that they had originally thought to replace what is there with treated lumber, but that does not have good dimensional stability, it gets delivered wet, it tends to warp and move, so that idea was discarded. What was there originally would have been cedar or some type of pine lumber, but they still need to get in to see. As long as it is kept weather tight, any

type of construction grade lumber would be manageable. There is a possibility to use cedar, but that would add cost to the project.

Mr. Zuillhof stated that it sounds like the applicant is familiar with the standards and feels assured that they will do what they can to salvage existing pieces.

Dr. Keller said that he does have experience salvaging partially rotted wood and that they will work with the contractor to salvage what they can.

Mr. Lawrence asked if they have an estimate on the percentage.

Dr. Keller stated that all unsalvageable lumber across the front of the building would be replaced if necessary. Standing on the roof and looking down, it looks pretty bad and usually things look worse than what they really are when you start digging in, so they are prepared to replace the entire front if necessary.

Mr. Galea asked if the plan is to paint the wood.

Dr. Keller stated that is the plan.

All members were in favor to approve the motion (Dr. Berkey abstained), and the application was approved.

2019 Landmark Commission Annual Report:

Mr. Horsman stated that as part of the Landmark Preservation Ordinance, it is a requirement that staff report on the activities of the Landmark Commission to the City Manager and City Commission. He stated he had drafted a report and emailed it to the board and asked if there were any comments or suggestions before making a motion and sending to City Commission. Mr. Zuillhof made a motion to approve the report for communication to City Commission. Mr. Galea seconded the motion. All members were in favor to approve the motion.

Discussion of topics for training with the State Historic Preservation Office:

Mr. Horsman stated that the training, which is mandated through the ordinance to be done on an annual basis to the best of ability, is scheduled for the following month's meeting time of February 19th. Mr. Horsman said that he did let the trainer know that signage in Historic Districts was a topic of importance to this committee and wanted to know if the commission had any other topics they wanted to discuss at this training.

Dr. Berkey stated that in this next calendar year he would like the commission to work with staff on some goals for the year and keep moving on doing something about the buildings that are of concern.

Mr. Zuillhof stated that in the list of goals for 2020, there is one about educating and awareness about Historic Preservation to owners of designated historic properties in the city. He said that he wondered if there were people other than owners that would like attend these sessions, such as contractors. The State Historic Preservation Office does programs that are open to the public.

New Business:

Mr. Zuillhof stated that the Landmark Commission members normally get notified a week in advance if meetings are going to be cancelled or not. He was wondering if cancellation of the meetings should be a decision of the board or staff. Since the submission deadline for applications is the day of the previous month's meeting wouldn't it be possible to cancel the

following month's meeting on the day of each meeting and then the board could approve the decision to cancel or decide to keep the meeting if there is other business that needs to be discussed.

Mr. Hayberger stated that he would like Planning Director Angela Byington to weigh in on the matter. From a legal perspective notice is given when put on the City's website and also given in the City Manager's report at City Commission. Staff are able to cancel the meetings, but as law director, would probably prefer the decision to come from the board.

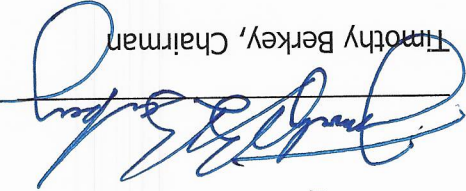
Mr. Horsman stated that at the next City Commission meeting, it will be announced who the Landmark Commission's liaison will be.

Meeting Adjourned:

Mr. Lawrence made a motion to adjourn the meeting. Mr. Zuilhof seconded the motion. All members were in favor to adjourn. The meeting ended at 4:59pm.

Approved by:


Kristen Barone, Clerk


Timothy Berkey, Chairman