

**Landmark Commission
February 19th, 2020
Meeting Minutes**

Meeting called to order:

The Chairman called the meeting to order at 4:31pm. The following members were present: Mr. Michael Zuilhof, Mr. Jon Lawrence, Mr. Joe Galea, and Dr. Tim Berkey, Mr. Alan Griffiths, and Mr. Ryan Nagel. Mr. Thomas Horsman represented the Planning Department.

Review of minutes from January 15th, 2019:

Dr. Berkey stated that he would like the clerk to add to the minutes that he abstained from voting on the application. Mr. Galea moved to approve the minutes with the one change Dr. Berkey mentioned. Mr. Griffiths seconded the motion. With no further discussion, all members were in favor to approve the minutes with the one change.

Administrative approval of signage per Section 1161.07(b) (1):

Dr. Berkey stated that he and Mr. Lawrence have been meeting with Planning staff and the City Manager to review the Landmark Commission goals for 2020. He said that he would like to see staff administratively approve signage applications as long as they are meeting all of the guidelines. If applicants are not meeting the guidelines, they can change what staff told them needs to be done, or if applicants are in disagreement with staff's decision, they can come to Planning Commission for approval. If administrative approval of the application is granted, at the next meeting it would then be reported on.

Mr. Zuilhof stated that he believes that is consistent with the ordinance.

Mr. Horsman explained that the Landmark Preservation Ordinance does specifically call out the Preservation Design Review Guidelines as criteria by which decisions are made. He then stated that what Dr. Berkey mentioned was made possible by a Landmark Ordinance that passed last year. The ordinance states that the Landmark Commission can delegate certain approvals by staff, with staff reporting those approvals at the next meeting. The ordinance also states that the Landmark Commission can rescind any approvals.

Mr. Griffiths moved to authorize staff to approve administratively all applications for signage that comply in all aspects with the Landmark Commission guidelines. Second, if staff are unclear on whether or not applicants meet the guidelines or what the applicants are asking for, those be referred to Landmark Commission. Third, staff will report all approvals at the next meeting.

Mr. Zuilhof seconded the motion. He then made a motion to amend the motion to also include that only when it conforms to the Design Review Guidelines as well as to the Landmark Ordinance, as those do overlap at the moment.

Mr. Lawrence seconded the motion.

Mr. Horsman stated that since the Landmark Ordinance does call out the Design Review Guidelines as criteria to follow, either way would work.

All members voted for both motions made.

Review of Landmark Commission goals for 2020:

Dr. Berkey said that he and Mr. Lawrence talked with the City Manager on what he thinks is possible with resources and time. He asked for Landmark Commission members to look back at the discussion in the October meeting minutes and review the goals for 2020, both provided at

today's meeting, and think where to go from here. The goals include: 1) Conduct training session of Landmark Commission, 2) Increasing education about historic preservation to the owners of designated historic properties, 3) Identify potential sites and/or districts in the city that are worthy of local landmark designation and begin the process of recommending to City Commission, 4) Build relationships with the Old House Guild of Sandusky and Erie County Historical Society to help promote historic preservation to the population of Sandusky, 5) Identify historic properties in disrepair and work to find ways to stabilize and restore them, 6) Update the Sandusky Preservation Design Guidelines and Landmark Preservation Guidelines. Mr. Horsman stated that in next month's meeting he intends to bring some language to present in regard to a document to send to property owners about regulations and rules. Also, staff did receive an application for a certificate of appropriateness, which will be presented at next month's meeting.

Dr. Berkey stated that if commission members are not able to be at a meeting, and there is an item on the agenda that someone wants to give input on, to contact Mr. Lawrence prior to that meeting. Also, since the agenda comes out a week before the meeting, he and Mr. Lawrence will be meeting with staff two weeks before the meeting to firm up the agenda. If anyone wants something on the agenda, just email them to let them know.

Mr. Zuilhof stated that regarding potential landmarks, he has made a list, which includes: The Pyramid, The Johnson House, the Boy with the Boot Fountain, Washington Park Clock Lighthouse, some of the schools, Tommy Boy landmarks, or other movie landmarks, U.S Route 6, U.S Route 250, some of the hotels including The Maples on Route 6.

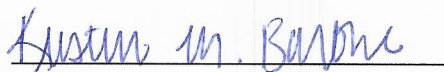
Dr. Berkey stated that Mr. Zuilhof brings up a good point that with the construction coming up, to make sure that there are not any landmark properties in those areas.

Mr. Zuilhof stated that as of right now, per the Landmark Ordinance, the Landmark Committee is not able to designate a property without permission from the owner, which is something to keep in mind.

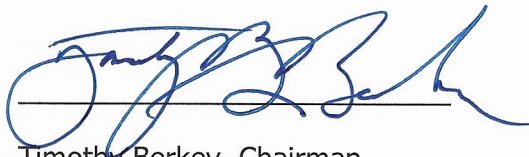
Meeting Adjourned to training session with the Ohio State Historic Preservation Office:

Mr. Zuilhof motioned to adjourn the meeting. Mr. Griffiths seconded the motion. All members were in favor to adjourn the meeting and the meeting adjourned at 4:56pm.

Approved by:



Kristen Barone, Clerk



Timothy Berkey, Chairman