

**Landmark Commission  
May 20, 2020  
Remote Meeting  
Minutes**

**Meeting called to order:**

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

**Review of minutes from April 15, 2020:**

Mr. Galea motioned to approve the minutes and Mr. Griffiths seconded the motion. All members were in favor of the motion and the minutes were approved.

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

Dr. Berkey stated that the first application on the agenda is for a Certificate of Appropriateness for an outdoor patio seating area for Vita Sandusky, located at 256 Columbus Ave (postponed from April 15<sup>th</sup> meeting).

Mr. Horsman stated that staff recommend approval as it meets the guidelines and realize that during these times outdoor dining is significantly important for business owners.

Mr. Zuilhof asked how wide the enclosure is.

Mr. Larry Knauer, representing the owner of Vita Sandusky, stated that the distance from the building to the edge of the curb is 14 feet and the area inside the fence is 9 feet, leaving 5 feet of sidewalk.

Mr. Horsman stated that it is a stipulation with engineering to make sure there is always 5 feet of clearance for the sidewalk, so the placement of the lamp posts and tree grades may not be accurate on the applicant's drawing.

Mr. Meinzer made a motion to accept the applicant's proposal.

Mr. Zuilhof stated that since he did not hear a second he said he would be more inclined if there was a condition on maintaining a five foot clearance for the sidewalk.

Mr. Griffiths stated he would second the motion.

Mr. Meinzer stated that this is to be reevaluated on a yearly basis, but that he could amend his motion to accept the proposal with the understanding that the applicant will maintain a five foot clearance for pedestrian traffic.

Mr. Griffiths seconded the motion. All members were in favor of the motion.

**2<sup>nd</sup> application:**

Dr. Berkey stated that the next application on the agenda is for a Certificate of Appropriateness for exterior storefront restoration and window replacement for 158 East Market Street.

Mr. Horsman gave a brief explanation of the history of the building and the work being proposed. He then stated that staff recommends approval of the application.

Dr. Berkey asked the Landmark Commission Members to make a motion on each of the four different components of restoration being proposed and asked them to start with reconstruction of the storefront.

Mr. Zuilhof stated that he noticed work has already begun on the building and so the proper process has not been followed. However the design of the storefront looks nice and fits the guidelines. He then made a motion to approve the reconstruction of the storefront.

Mr. Galea seconded the motion. All members were in favor of the motion.

Dr. Berkey asked for the next item to be discussed is the window replacements of the other three sides of the building.

Mr. Nagel asked the applicant if this is a tax credit project.

Mr. Lynn Harlan stated that they are working on getting an OSDA energy loan, which is part of why they have the design they have and why the windows need replaced.

Mr. Mike Marous clarified that this is not a tax credit project.

Mr. Zuilhof stated that he feels strongly that the iron or steel framed windows contribute significantly to the character of the building.

Mr. Harlan stated that they are still going to be a metal window, with clear glass, but will not have all of the divisions in the windows that were there before. Before the middle sections of the windows were operable and they will no longer be operable due to all new heating and cooling being installed.

Mr. Marous stated that they also believe those who occupy that building would also much rather enjoy having a larger, clearer view out the windows, which would be obstructed by the divisions in the windows.

Mr. Lawrence asked the applicants if they considered replacing the current windows.

Mr. Harlan explained the current windows are in pretty bad shape as they are thin, rusted, and some of them are broken.

Mr. Marous added that they did price up all of the options available to restore the windows and it was just not feasible.

All members voted in favor of the window replacements on the sides and rear of the building.

Dr. Berkey stated that the third item to be voted on is the proposed masonry work of the building.

Mr. Harlan stated that the masonry is in pretty good shape, but there will be a few bricks they have to replace and they have hired a company that will come in and do the restoration.

All members voted in favor of the proposed masonry work of the building.

Dr. Berkey stated that the fourth item to be voted on is the window replacement of the upper floors of the front of the building.

Mr. Harlan explained that the windows currently are wood, stained on the inside and painted on the outside. They are not in good shape as they do not seal correctly, they are single paned, and some of them are broken. They would like to put in a window that will look similar, but last a long time. The vertical divisions in between the windows will stay, but again, they will not be operable.

Mr. Lawrence mentioned that the second floor windows are a little different than the rest of the floors as they do not have a divider down the middle. He asked if that was going to stay the same or not.

Mr. Harlan stated that the second floor windows will match the rest of the floor's windows and have the divider down the middle.

Mr. Zuilhof stated that there is a discrepancy in how the windows currently look versus the illustration that is provided as there are more divisions in the windows currently.

Mr. Harlan stated that is correct, and that was an oversight in the illustration, but the same amount of divisions will be in the windows that are there currently so that the appearance will remain the same in the windows.

Mr. Zuilhof made a motion to approve the window replacement of the upper floors of the front of the building, with the condition that the divisions in all of the windows will be as they are now rather than how they are in the illustration provided. Also to clarify, that the divisions on the double hung windows will not be double hung windows, but will be divisions to simulate double hung windows.

Mr. Lawrence seconded the motion. All members were in favor of the motion.



**Staff updates:**

Mr. Horsman let the Landmark Commission know that there was administrative approval of the Firelands Credit Union wall sign and protruding sign on the Whitworth Building. The proposed signs met the zoning clearance and preservation guidelines.

Dr. Berkey stated that when Mr. Horsman brought this to his attention a couple of weeks ago, he wanted to have some discussion about it with the Landmark Commission since the commission is in the midst of adding some additional language to the signage guidelines.

Mr. Zuilhof asked if the applicant can verify that SHPO has approved the protruding sign.

Mr. Ryan Brady with Brady Signs stated that applicant Ms. Sharon Trsek has told him that SHPO has reviewed this and that they had comments about the overall project, but did not have any comments regarding the signage, which led her to believe that the signage was approved.

Mr. Meinzer stated that he does not think the picture of the sign fits with the character of downtown whatsoever.

Mr. Zuilhof stated that he agrees. He also explained that while the guidelines do not state where the locations of the protruding signs must be located on a building, normally they would go in the central location of the building instead of at the edge of the building. When signs are at the end of a building, they could potentially obstruct a neighboring building or signage. Also, a good amount of trouble has went into preserving that iron column and now they are going to be drilling into it to put up that sign.

Mr. Horsman stated that he wanted to note that Sharon commented in the Microsoft Teams chat that her microphone isn't working but that Sharon did tell him that the sign will be mechanically fastened and that there will be minimal impact on the storefront.

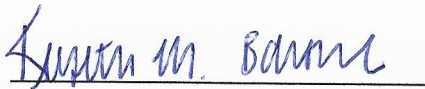
Mr. Brady stated that is correct, the column will not be disturbed more than needed.

Mr. Horsman stated he agrees that the historic guidelines need refinement and that there needs to be some discussion on what the look is everyone wants to see downtown in order to make some decisions.

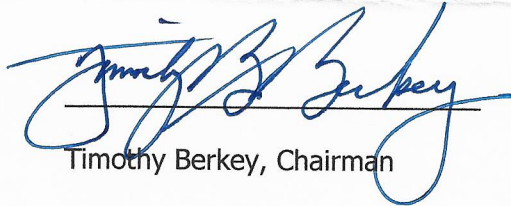
Mr. Nagel stated that he wanted to let the applicant know that in his experience with working with historic tax credits and SHPO, that he would not assume that just because they did not hear any objections from SHPO regarding the sign, does not mean they will not come back later on with some objections. He advised to get them to sign off on approval before moving forward.

**Meeting adjourned:**

Mr. Lawrence made a motion to adjourn the meeting, and the meeting ended at 6:05pm.

**Approved by:**

Kristen Barone, Clerk



Timothy Berkey, Chairman