

**Landmark Commission  
June 23, 2020  
Remote Meeting  
Minutes**

**Meeting called to order:**

Chairman Dr. Berkey called the meeting to order at 4:30pm. 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 May 20, 2020:**

Mr. Griffiths motioned to approve the minutes and Mr. Galea 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 exterior alterations at 138 East Market Street.

Mr. Horsman explained that this is the Sandusky Artisans building. He stated that there are four proposed exterior alterations, all of which staff believe meet the Design Review Guidelines, therefore staff recommend approval of the alterations.

Mr. Zuilhof made a motion to approve the application and Mr. Galea seconded the motion. All members were in favor of the motion and the application was approved.

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

Dr. Berkey stated that the next application on the agenda is for a Certificate of Appropriateness for exterior alterations at 503 Columbus Avenue, which is the Zion Lutheran Church.

Mr. Horsman explained that there are eight proposed exterior alterations: 1) New sign location, 2) Two-faced digital message board sign, 3) Replacing handrails on entrance stairs, 4) Replacing existing stone steps with concrete steps, 5) Replacing sidewalks along Columbus Ave and Jefferson St, 6) Removing lexan windows on south façade and replace with limestone veneer with aluminum louvers at the top, 7) Cover stained glass window on south façade with vented aluminum louver, and 8) Install aluminum louver of west façade portico. He then explained that staff recommend approval of items one, three, five, and eight only, as the others do not conform to the guidelines.

Mr. Zuilhof made a motion to deny the entire sign portion of the application (items one and two) and Mr. Griffiths seconded the motion.

Mr. Galea stated that he is in favor of approving both items one and two as he believes the Grace Episcopal digital sign looks great and digital message boards are a way to provide information to the community.

Mr. Greg Schmid with Poulos and Schmid Design Group, Inc stated that the reason they are proposing to change the sign from being parallel to the road to perpendicular to the road, is so that cars driving along the road can see the sign. He also explained that the proposed size of the sign is due to that reason as well. He also said that the church offers many programs to the community and days and times of programs are always changing, so having a digital sign is the easiest way to communicate any changes as many people do not have the internet to look up this information and it is not possible to call everyone.

All members then voted against the motion to deny items one and two.

Mr. Zuilhof made a motion to approve items one and two, with the condition that the sign is not to be internally illuminated. Mr. Nagel seconded the motion. One member voted against the motion and the rest of the members voted for the motion. Therefore the motion passed.

Mr. Zuilhof made a motion to approve item three (replacing handrails on entrance stairs) and Mr. Lawrence seconded the motion. All members were in favor of the motion, and the motion passed.

Mr. Zuilhof made a motion to deny item four (replacing existing stone steps with concrete steps) and Mr. Lawrence seconded the motion.

Mr. Schmid stated that the current state of the steps do not meet code as they are cracked and chipped. They are also not able to be repaired to their original condition.

Commissioner Meinzer asked what the cost difference is to do the steps in concrete as proposed, versus the sandstone, which is currently there.

Pastor Eric of Zion Lutheran Church, replied that the sandstone would cost about five times the amount of the concrete.

All members voted against the motion.

Mr. Galea then made a motion to approve item three. Mr. Griffiths seconded the motion. All members were in favor of the motion and the motion passed.

Mr. Lawrence made a motion to approve item five as presented by the applicant (replacing the sidewalks along Columbus Ave and Jefferson St) and Mr. Galea seconded the motion. All members were in favor of the motion and the motion passed.

Mr. Griffiths asked if Mr. Schmid could explain the rational behind items six (removing the lexan windows on the south façade and replacing with limestone veneer and aluminum louvers at the top) and seven (cover stained glass window on south façade with vented aluminum louver) before making a motion.

Mr. Schmid stated that part of the rational behind the proposed alterations in item six is due to the limestone veneer and aluminum louvers are already present in other parts of the building, so this would carry that look on to the south side of the building. He then explained that it would cost about \$80,000 to restore the stained glass windows and about \$35,000-\$40,000 to safely remove the window and store it until someone wanted to cover the cost of restoring that window. Therefore, they made the decision to cover the window until someone offers to cover the cost of restoring the window, and covering the window would not hurt the window in any way.

Mr. Griffiths made a motion to approve items six and seven and Mr. Zuilhof seconded the motion. All members were in favor of the motion and the motion passed.

Mr. Lawrence made a motion to approve item eight (install aluminum louver of west façade portico) and Mr. Galea seconded the motion. All members were in favor of the motion, and the motion passed.

### **Staff updates/new business:**

Dr. Berkey stated that during demolition of the Cooke building, there was some damage done to the building on Market Street that was supposed to be protected during demolition. He stated that along with that, there is a list of other things that are now apparently beyond repair. The owners and/or their agent asked last week if they could present at today's Landmark Commission and ask the commission to make a decision at today's meeting on demolition of that building while all of the equipment is already there. He stated that he declined that offer as he would like a construction report regarding their claims, along with an application for demolition, and allow the Landmark Commission to take a tour of the building that they would like to demolish. He stated he would also like to give the public notice of the meeting and allow them to give input.

Mr. Zuilhof asked the law director if a public hearing would be out of order.

Mr. Trevor Hayberger stated that he would have to look into that.



Mr. Zuilhof stated that it would be a good idea to review the Cooke Building demolition application and meeting minutes before touring the Market Street tour and meeting date.

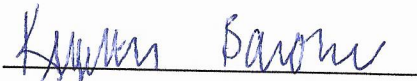
Mr. Horsman stated that staff were asked by the City Commission Clerk to reschedule the July 15<sup>th</sup> Landmark meeting, due to another meeting taking place at that time, and so staff are proposing to meet the day before on July 14<sup>th</sup> at the normal meeting time. Mr. Horsman asked if members could check their calendars and staff will follow up with them via email on that proposed date.

Mr. Griffiths stated that he took a tour of the Sandusky State Theater and viewed the damage done by the recent storm. He stated that he spoke with the state theater board and executive director and he wanted to let the Landmark Commission know that they are actively involved with trying to save as much of the building that is able to be saved. He said that they would like to come brief the commission on the status of the building, demolition plans for the parts not salvageable, and preliminary reconstruction plans at the next meeting.

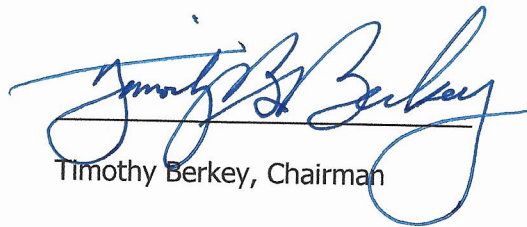
**Meeting adjourned:**

Mr. Griffiths moved to adjourn the meeting at 6:22pm.

**Approved by:**

A handwritten signature in blue ink, appearing to read "Kristen Barone", written over a horizontal line.

Kristen Barone, Clerk

A handwritten signature in blue ink, appearing to read "Timothy Berkey", written over a horizontal line.

Timothy Berkey, Chairman