

**Landmark Commission
January 20, 2021
Remote Meeting
Minutes**

Meeting called to order:

Chairman Dr. Berkey called the meeting to order at 4:33pm. The following members were present: Mr. Jon Lawrence, Commissioner Mike Meinzer, Mr. Alan Griffiths, Mr. Joe Galea, Mr. Ryan Nagel, and Mr. Ryan Whaley. Mr. Thomas Horsman represented the Planning Department and clerk Kristen Barone was also present.

Review of minutes from October 21, 2020:

Mr. Galea made a motion to approve the minutes as submitted and Mr. Griffiths seconded the motion. All members were in favor of the motion and the minutes were approved.

Election of officers:

Mr. Lawrence nominated Dr. Berkey for chairman. With no other nominations for chairman, all members were in favor of the nomination. Dr. Berkey nominated Mr. Lawrence for vice chairman. With no other nominations for vice chairman, all members were in favor.

Review of Landmark Commission Annual Report and 2021 Goals:

Mr. Horsman explained that as required by ordinance, the Landmark Commission is to submit a report to the City Manager and City Commission on a yearly basis on what the commission has accomplished. He then briefly went over the report and the goals for 2021. Mr. Horsman stated that he will be in discussion with the Chairman and the State Historic Preservation Office regarding setting a time for the annual training session for the Landmark Commission, as required by the Landmark Preservation Ordinance.

Staff updates:

Mr. Horsman stated that he recently completed administrative approval for signage at 138 E. Market St, which is the Sandusky Artisans Recovery Community Center.

Mr. Horsman explained that City Commission has asked all boards and commissions to examine meeting times in order to ensure that the public as well as members of the boards and commissions can make it to the meetings in time and do not conflict with their work schedules. He stated that the Planning Commission has agreed to try a start time of 5:00 to align with the City Commission meeting time. Mr. Whaley stated that when meetings are able to take place in person again, it might be a good idea to consider allowing people to still meet virtually if possible, to make it easier for people to attend if they are out of town for work, vacation, etc. Mr. Nagel stated that starting at 5:00 would be better for him as it is sometimes hard for him to make it to the meetings in time coming from work in Cleveland. Commissioner Meinzer added that they will just need to make sure they are following the Ohio Public Meeting laws as these discussions are happening.

Mr. Horsman stated that the Certified Local Government Grant application through the State Historic Preservation Office is due on February 12th. Staff and the commission have been in discussion on applying for this in the past in order to fund a revision to the Design Review Guidelines.

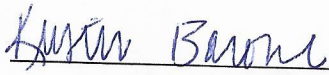
Dr. Berkey stated that there is a potential application coming to the commission in February for 333 West Market Street. Construction has already started on the rooftop, yet they have not received a building permit or Certificate of Appropriateness.

Dr. Berkey stated that he has asked Mr. Horsman to bring to the February meeting a draft of language for the signage and demolition ordinances that the commission has been in discussion about revising.

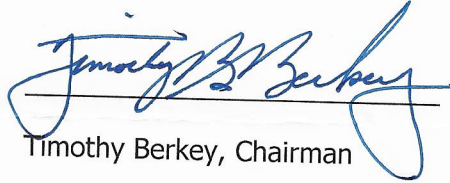
Meeting adjourned:

Mr. Griffiths made a motion to adjourn and Mr. Whaley seconded the motion. The meeting ended at 5:09pm.

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