

## Landmark Commission

April 21, 2021

### Remote Meeting

#### Minutes

#### **Meeting called to order:**

Chairman Dr. Berkey called the meeting to order at 5:02pm. The following members were present: Mr. Jon Lawrence, Mr. Joe Galea, Mr. Ryan Nagel, and Mr. Ryan Whaley. Mr. Thomas Horsman represented the Planning Department. Clerk Kristen Barone was also present.

#### **Review of minutes from March 15, 2021:**

Mr. Lawrence made a motion to approve the minutes and Mr. Nagel seconded. All members were in favor of the motion.

#### **Review of Chapter 1161 – Landmark Preservation**

Dr. Berkey read aloud to the Landmark Commission the intent of the Landmark Preservation Chapter. He said that the first of the Powers and Duties of the Landmark Commission is to recommend to City Commission legislation for designation of individual landmark properties, sites, and districts that would serve to beautify, protect, preserve, restore, and develop the City. He said that the city has two Landmark Districts, the downtown area and the Erie County Fair Grounds. Dr. Berkey said that would raise the question on if there are other areas that the members would like to explore and consider. He said that the second of the Powers and Duties of the Landmark Commission is to study problems and determine the needs of the City in restoring and preserving historic buildings, structures, areas, and neighborhoods. Dr. Berkey said that this duty sounds like it is calling for a needs assessment. He said that he thinks that would be a good topic to explore and then conduct at some point. Dr. Berkey stated that the third and fourth duties, is what the Commission primarily does, and that is to review and act on applications received. The fifth duty is to work to erect historic markers to denote landmark and historic buildings within the City. He asked if any other members or staff is aware of this ever occurring. Mr. Galea stated that this has not occurred since he has been on the Landmark Commission. Dr. Berkey asked Mr. Horsman if he is aware of a budget for this and Mr. Horsman said that he is not aware of a budget for this activity. Mr. Galea said that this may be something that a fundraiser could assist with. Mr. Horsman stated that is also an allowed activity with the State Historic Preservation Office Ohio History grants. Mr. Nagel said that he remembers that the Historical Society in Avon, where he grew up handed these out to properties in that area, but he was thinking that the owner of the property may have paid for the plaque if they wanted it. The sixth duty is to act as a liaison on behalf of the City of Sandusky to individuals and organizations concerned with historic preservation; educate citizens regarding historic preservation issues and concerns. Dr. Berkey said that there is the Old House Guild and the Erie County Historical Society and asked the members if there are any others they should be connecting with. Mr. Galea stated that the Sandusky Library has some resources on the history of Sandusky and might be a good partner. He also stated that there may be students studying history or journalism at a University that could potentially be a good partner. Dr. Berkey said that the last duty states that The Landmark Commission and City Planning Staff shall maintain a surveyed inventory for historic and cultural resources within the City. The inventory will detail designated districts, sites, and/or structures. This inventory will be submitted to the State Historic Preservation Office and open to the public. The inventory shall be updated periodically to reflect changes, alterations, and demolitions. Mr. Horsman stated that staff keeps a list on file and shares that list with the State Historic Preservation Office, and the list is also on the City's website. He said that he believes the last survey was done by the Old House Guild in the 1970's, of all historic structures in the City. Dr. Berkey asked the committee to think about the above Powers and Duties of the Landmark Commission and let him know if someone wants to volunteer to be a point person in working on one of them. He stated that he has

asked Mr. Nagel to partner with him on reviewing applications from other municipalities to see if there were some changes that could be made to the City of Sandusky's application for a Certificate of Appropriateness. He said that sometimes it seems that the Landmark Committee is not able to get a lot of needed information until the day of the meeting when speaking with the applicant and then has to make a decision without getting much time to think about it. If all information needed was given in the application that would be more helpful for the committee members. Mr. Nagel added that in other cities where he has attended Landmark Commission meetings for work, the applicant or applicant's agent takes the lead in describing the property and the project. In Sandusky, staff take that lead. He said he feels it should be the responsibility of the applicant or applicant's agent to take the lead. Dr. Berkey said that if the application outlines everything that the Landmark Commission needs to know, that should set up the applicant and/or agent to do that. Dr. Berkey stated that after reviewing other applications, he will put together a draft application for the committee members to review at the next meeting.

**Administrative Approvals:**

Mr. Horsman stated that staff did administratively approve the new Paddle Bar signage. The signage was similar to what was there when Maca Root occupied the space. Staff did feel that the signage appropriately met the guidelines.

**Other Business:**

Dr. Berkey said that in the past, applicants that were previously approved for a project would sometimes come back and update the Landmark Commission on their projects. He said that it would be nice to get an update from time to time if the applicants are willing to do that. He asked if staff could reach out to applicant and/or agent of the new Hogrefe/Cooke building that is going up, to see if the committee could get an update on that.

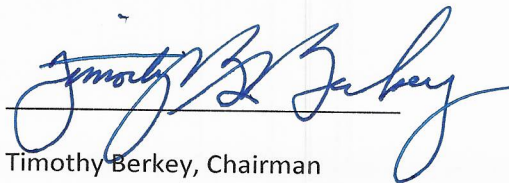
**Meeting adjourned:**

Mr. Lawrence made a motion to adjourn and Mr. Whaley seconded. The meeting ended at 5:43pm.

**Approved by:**



Kristen Barone, Clerk



Timothy Berkey, Chairman