

**Landmark Commission
November 16, 2022
Meeting Minutes**

Meeting called to order:

Chair Griffiths called the meeting to order at 5:01 pm. The following members were present: Chair Griffiths, Vice Chair Truka, Commissioner Meinzer, Commissioner Schultz, and Commissioner Yandell. Alec Ochs and Arin Blair represented the Community Development Department, Sarah Chiappone represented the Law Department, and Administrative Assistant Quinn Rambo was also present. Commissioners Defreitas and Whaley were absent.

Review of minutes from June 15, 2022:

Chair Griffiths asked for a motion on the minutes. Commissioner Schultz made a motion to approve the minutes as presented and Vice Chair Truka seconded the motion. All voting members approved the minutes as presented.

Applications:

223 West Water Street

Staff presented the 223 West Water Street for an addition of an awning and an enclosed rooftop balcony. The property is an important property to the City of Sandusky and was added to the National Register in 1982. The staff recommended approval of applicant's request with the conditions, that (1) all proper permits be obtained prior to construction, (2) the rooftop enclosure is set back from the black cornice of the historic structure at least as far back as the plane of the white cornice dentils, but preferably aligned with the primary façade plane, (3) mullions are added to the windows of the rooftop enclosure similar to the character image provided in the proposal, and (4) the roof design will not create storm water conditions that are unfavorable to the preservation of the structure or neighboring structures. Ms. Nikki Lloyd, the property owner, and Mr. Joshua Fox, project architect were present to speak on behalf of the request.

Chair Griffiths stated that this would be the first time the Commission has approved of a change that will be visible from the original façade on the Water Street side of any of those buildings for the record. . Chief Planner Blair expressed concern the proposed windows on the addition as proposed were out of proportion with the other windows and details of the façade if additional detail were not added, such as expanded vertical mullions or the addition of muntins similar to the character example shown. The applicant stated a preference for not adding muntins due to the desired design aesthetic as experienced from the interior space. The commissioners agreed to let the applicant and architect make the decision.

Commissioner Meinzer moved to approve the staff's conditions 1, 2, and 4 and condition 3 being optional/ and at the discretion of the owner. Vice Chair Truka seconded the motion. All voting members were in favor of the motion and the application was approved.

231 East Market Street

Staff presented the 231 East Market Street for exterior alterations and building additions. The property was built in 1880 and was added to the National Register in 1982. The staff recommended approval of applicant's request with the conditions, that (1) all proper permits be obtained prior to construction, (2) all new downspouts be fastened to mortar joints and gutter support straps be placed under roofing materials- materials used should be similar to materials of timeframe and painted to match trim, (3) the historic siding on the east side of the building is preserved and painted, rather than removed or covered, (4) the chimney is repaired and stabilized rather than removed, and (5) the paint color is shown to be from a historic color palette/ approved upon Commission review. Mr. Brandon Camp, applicant's

contractor was present to speak on behalf of the request. Mr. Camp stated the east side of the building is not straight and rim joints need to be replaced and by removing the siding, they proposed to repair and straighten the wall. He added the chimney is not functional or structurally safe. Staff noted the recommendation to keep the east wall intact was not based on aesthetics but of concern that removing the historic wood siding could lead to other structural or exterior finish issues that could compromise the integrity of the structure and expressed the recommendation of the national standards to preserve and restore historic features unless they are damaged beyond repair.

Commissioner Meinzer moved to approve the staff's conditions 1 and 2. Commissioner Meinzer's motion added to give the applicant permission to remove the chimney, to remove and replace the historic wood siding on the east wall with engineered wood, but the applicant must come back with a paint sample to get approval for condition 5 of Staff recommendations. Commissioner Schultz seconded the motion. All voting members were in favor of the motion and the application conditions 1 and 2 were approved.

Other Business:

Chair Griffiths met with Mr. Windau to discuss Mr. Windau's concerns. Chair Griffiths disclosed that Mr. Windau had three areas of concern. The first was to notify potential buyers of historical properties what responsibilities come with owning such a property, second was enforcement of guidelines by the City, and third was notifying neighboring property owners of approvals that may impact their properties. Staff discussed options that have been presented, such as reaching out to the County Recorder's Office. Staff presented items that had been implemented in 2022, to flag all existing properties in the City that are subject to Landmark Commission review in the City's permitting system. Now, when any permit is applied for at any of these properties (no matter which department received the permit application) the system will notify the reviewer that Planning Staff must review per the Landmarks Ordinance before any permit is issued.

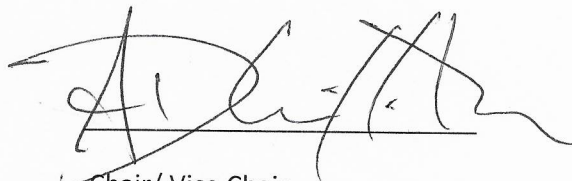
Meeting adjourned:

Chair Griffiths called for a motion to adjourn the meeting. The Commission adjourned the meeting at 5:47 pm.

Approved by:



Clerk



Chair/ Vice Chair