

**Landmark Commission
January 18, 2023
Meeting Minutes**

Meeting called to order:

Chair Griffiths called the meeting to order. The following members were present: Vice Chair Truka, Commissioner Schultz, and Commissioner Yandell. Arin Blair and Alec Ochs represented the Community Development Department, and Sarah Chiappone represented the Law Department. Commissioners Defreitas, Meinzer, and Whaley were absent. Commissioner Whaley informed Staff in advance that he would be unable to attend.

Election of Officers

Chair Griffiths asked for a motion to elect officers. Commissioner Schultz made a motion to have Chair Griffiths and Vice Chair Truka continue in their same roles for 2023. The motion was seconded by Commissioner Yandell. The vote passed unanimously to keep the officers in the same roles.

Review of minutes from November 16, 2022:

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

Applications:

221 East Market Street

Mr. Ochs presented that 221 East Market Street application was heard by the Commission at the November 2022 Landmark Commission Meeting. All items were approved by the Commission, except for the paint color. The property owner, John Parker, was present to provide a sample of the new paint color. The Commission asked if the color was from a historic color palette. Mr. Parker stated it was not but was very close to historic colors. Ms. Blair agreed that it was similar to other colors that have been approved previously. Vice Chair Truka, stated that he thought the paint color would look great but thought that the process of the Commission approving colors need to be refined to make approval easier of the Commission and applicants. Commissioner Schultz made a motion to approve the color presented and the motion was seconded by Commissioner Yandell. All voting members approved the new paint color unanimously.

125 East Water Street (Marquee/ Blade signs)

Mr. Ochs presented the application for 125 East Water Street for marquee/ blade signs. The applicant planned to use existing signs for their logo. The proposed signs did not meet the design guidelines as presented with the white background. Ms. Amanda Smith-Rasnick and Mr. Larry Fletcher were present on behalf of the application. They were asking to leave the background white because of brand recognition and would like to keep the logo consistent. Vice Chair Truka asked if the Commission can approve items that don't meet the guidelines. Ms. Blair and Chair Griffiths confirmed the Commission could approve applications that do not meet the guidelines. Commissioner Yandell asked the applicant if they had considered blue for the background. Ms. Smith-Rasnick stated they did consider other colors but those colors were not consistent with the applicant's other signage and did not have same impact as the white background did. Commissioner Yandell mentioned the community value of the welcome center being more visible, and the commissioners agreed the welcome center should be able to be found. Commissioner Schultz made a motion to approve the application as submitted with the sign being permitted to have a white background and seconded by Vice Chair Truka. Chair Griffiths amended the motion to add that approval of this application was on an exceptional basis. The amended motion was approved unanimously.

1118 West Washington Street

Mr. Ochs presented the application for 1118 West Washington Street for (6) exterior request changes, which included: windows, porch material alteration, doors, fence, exterior lighting, and paint color. Staff recommended approval of the application with the following conditions: 1. All applicable permits are obtained through the Building Department, Engineering Department, and any other applicable agency prior to construction, 2. window replacements and new window additions are aluminum clad or wood framed, and align in features, size, scale and proportion, and massing to existing windows, 3. This includes window replacements being sized appropriately to fill the existing façade openings in entirety without filler material, 4. Existing window sill of small lower story window on the west façade is preserved as is possible to accommodate the new window placement below it, 5. Window additions on the west are aligned with primary features on the west façade including existing small window on lower story, upper story windows, and storefront windows, 6. The porch railing is either wood, cable wiring or a metal material, 7. Storefront door uses a historically appropriate design and material, and 8. All proposed fencing is either metal or wood. Carrie

Haskins, the applicant, attended the meeting through video call and Mr. Feick the applicant's representative was present to speak on behalf of the project. Ms. Haskins stated she wanted to follow the guidelines and would like guidance from the Commission on how to do so. She was willing to adapt her plans to meet guideline requirements. The applicant provided pictures and addresses of other local properties that had amenities similar to what she was requesting. The applicant agreed to wood fencing. Mr. Feick explained the windows would not be able to be aligned because the new windows would be in bedrooms and they did not want windows to the floor for bedrooms. The Commission asked about the window tint and the applicant wanted some privacy and sun protection for the office space that will be in the front of the building. The Commission recommended applying a film to the windows and the applicant was agreeable to that suggestion. Chair Griffiths stated that the Commission would give Staff the authority to approve the tint issue for the application. Chair Griffiths called for a motion and Commissioner Schultz made a motion to approve all Staff conditions, excluding item 4 of window alignment. The motion was seconded by Commissioner Yandell. The vote resulted in unanimous approval of the application per Staff conditions, excluding item 4.

Administrative Approvals

125 East Water Street (Wall Signs)

Chair Griffiths introduced the administrative approval of 125 East Water Street Wall Signage and asked for the Staff report. Mr. Ochs explained it was originally submitted as a package with the marquee/ blade signs. Staff talked with the applicants to separate the application as to not delay their deal. Staff approved two wall signs, one on the north façade and one on the south façade with white lettering and black background that met zoning code requirements. Staff granted approval of the signs on December 14, 2022.

Other Business:

Chair Griffiths asked if there was any other business. Ms. Blair stated she would like to brief the Commission on the progress of the design guidelines update. She continued that at the end of 2022, the City released a RFQ, and based on the applications received, Staff has been working with Designing Local to update the guidelines. Their expertise include historic preservation, landscape architects, and planners. Staff would present the scope of work based on the grant that was received to City Commission at their next meeting.


Meeting adjourned:

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

Approved by:

A handwritten signature in blue ink, appearing to read "Quinn L. Bunk", written over a horizontal line.

Clerk

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

Chair/ Vice Chair