

Landmark Commission
April 19, 2023
Meeting Minutes

Meeting called to order:

Chair Griffiths called the meeting to order. The following members were present: Commissioners Eliot Dyer, Mike Meinzer, Louis Schultz, Ryan Whaley, and Kima Yandell. Vice Chair Rob Truka was absent. Also, present were Arin Blair and Alec Ochs, who represented the Community Development Department, Thomas Horseman, who represented the City Manager's office, Brendan Heil, who represented the Law Department, and Quinn Rambo was the clerk.

Review of minutes from February 23, 2023:

Chair Griffiths asked for a motion on the minutes. Commissioner Meinzer made a motion to approve the minutes as presented and Commissioner Schultz seconded the motion. The minutes were unanimously approved.

Administrative Approvals:

214 W. Market Street

Chair Griffiths asked Staff to present the administrative approvals. Mr. Ochs stated the applicant wished to place one wall sign on the north façade of the building. Staff determined that the sign complied with the Sandusky Preservation Guidelines but did ask the applicant to change the background color from white to a cream color and the applicant agreed to the change. Staff granted administrative approval on February 1st, 2023.

303 E. Washington Street

Mr. Ochs explained the applicant proposed to add a vertical wood board privacy fence along the eastern side of the property from the backyard up to and in line with the front (south) façade of the building. Staff determined the fence meets the zoning requirements and the height/ design/ placement/ color/ materials were appropriate and met the guideline standards. Staff granted administrative approval on March 29th, 2023.

Other Business:

Designing Local Presentation- Sandusky Preservation Design Guidelines Update

Chair Griffiths introduced the Sandusky Preservation Design Guidelines topic and asked Staff to present to the Commission. Ms. Blair explained that this was the beginning of the design guideline review process, and this was the 1st public meeting for the process. The City was using a grant received from the State of Ohio Preservation Office- Ohio History Connection to fund the project. All owners of historic properties were notified of tonight's meeting. Ms. Blair introduced Matt Leasure of Designing Local to present the project. He proceeded to explain the

purpose of the guidelines, which were to provide direction for historic preservation in Sandusky, applied to all properties located within a district or was listed on the National Register of Historic Places. The guidelines were last updated in 2019 and Landmark Commission currently administers and interprets the guidelines for the City. Mr. Leasure continued the scope of the update would include patios/ porches/ roof decks/ signs/ streetscape elements, clarification of doors/ windows/ other building components, site elements such as fences/ landscape features, and graphics to assist in clarity and interpretation of the guideline language. Mr. Leasure reviewed the (2) Historic Districts and showed the timeline of the guideline update, which should be wrapped up by December of 2023. The next public open house would be scheduled for September of 2023. Chair Griffiths asked the Commission if there were any comments or questions for Mr. Leasure. There were no questions, but multiple Commissioners voiced their interest/ concern in preserving historic buildings but making sure owners were able to use the building. The consensus was the best way to preserve any building was to have it used and occupied. Commissioner Yandell suggested a way to reward applicants who follow the guidelines.

Chair Griffiths asked Staff if there was any update on the West Washington Street property that had a stop work order issued. Mr. Ochs stated there was not an update on the project, but no work has taken place since the stop work order was issued.

Meeting adjourned:

Chair Griffiths called for a motion to adjourn the meeting. Commissioner Schultz made a motion to adjourn, and the motion was seconded by Commissioner Meinzer. The meeting was adjourned at 5:27 pm.

Approved by:



Clerk



Chair/ Vice Chair