

Minutes of Perrysburg Historic Landmarks Commission

Meeting Held June 10, 2024

CALL TO ORDER - 7:00 PM

The meeting was called to order at 7:00 p.m. by Chairman, John Meier.

ROLL CALL

Commission members present were Bob BredenbeckCorp, Dan Judson, John Meier, Jan Materni, and Susan Rowland Miller (5). Kate French and Scot MacPherson were absent (2). Also, present were Deputy Planning & Zoning Administrator, Mark Easterling, and Zoning Inspector, William Shuff.

APPROVAL OF APRIL 15, 2024 MEETING MINUTES

Ms. Materni made a motion to approve the April 15, 2024, meeting minutes as submitted. Seconded by Mr. BredenbeckCorp, and the minutes were unanimously approved (5-0).

PERMIT OBLIGATION

Mr. Easterling reminded the applicants that if their applications are approved, they will need to apply for a permit from the Planning & Zoning office.

NEW BUSINESS

APPLICATION 13-24

RON WELTY IS REQUESTING A CERTIFICATE OF APPROPRIATENESS TO REMOVE AND REPLACE EIGHT (8) EXTERIOR WINDOWS. THE PROPERTY IS LOCATED AT 72 ELM STREET.

Mr. Easterling reviewed Application 13-24. Ron Welty, of 72 Elm Street, and Rich Effler, of Valle Homes, were present on behalf of the application. There was a brief discussion about the type of window grills they had selected, and Mr. Effler confirmed that they would be true divided lite windows with grills affixed to the inside and outside. The Commission agreed that they were happy with the application submission.

Ms. Rowland Miller moved to approve Application 13-24 as submitted. Seconded by Ms. Materni, and the application was unanimously approved (5-0).

APPLICATION 14-24

JEAN MESSNER IS REQUESTING A CERTIFICATE OF APPROPRIATENESS TO REPLACE A HANGING SIGN. THE PROPERTY IS LOCATED AT 200 LOUISIANA AVENUE.

Mr. Easterling reviewed Application 14-24. Jean Messner, of 200 Louisiana Avenue, was present on behalf of the application and added that the new sign will be similar to the previous sign. She added that the proposed sign would be the same scale and color, and feature brass brackets. Mr. Judson and Ms. Materni noted that they liked the new sign and understood the elegance of it. Mr. Easterling confirmed that the sign meets the size requirements listed within the code.

Mr. BredenbeckCorp made a motion to approve Application 14-24 as submitted. Seconded by Ms. Rowland Miller, and the application was unanimously approved (5-0).

OTHER BUSINESS

APPLICATION 08-24 (TABLED)

KATHLEEN CRISTOFOLI, ON BEHALF OF SJS INVESTMENT SERVICES, IS REQUESTING A CERTIFICATE OF APPROPRIATENESS TO INSTALL A SIGN. THE PROPERTY IS LOCATED AT 115 W. FRONT STREET.

Mr. Easterling reviewed Application 08-24 (Tabled). Ms. Rowland Miller made a motion to untable Application 08-24. Seconded by Mr. Meier, and the untable was unanimously approved (5-0). Andrew Schaetzke, SJS Investment Services, was present on behalf of the application and said that they prefer Option #1. Mr. Easterling noted that it meets the size requirements of the code, and Ms. Rowland Miller confirmed that the previous concerns from the April HLC meeting have been addressed. Mr. Meier noted that the size of the sign has been scaled down.

Ms. Rowland Miller made a motion to approve Option #1 of Application 08-24 as submitted. Seconded by Mr. BredenbeckCorp, and the application was unanimously approved (5-0).

PERRYSBURG HISTORIC DISTRICT DESIGN STANDARDS

Mr. Easterling referenced the final draft that the Commission has worked on for their update to the Perrysburg Historic District Design Standards and noted that the Planning & Zoning Division plans to refer to the standards in the code as a live update reference. He explained the Planning Commission process to the HLC and said that it would be on the July 25, 2024, Agenda. Ms. Alfaro confirmed that she will send the Agenda and Staff Report to the Commission members before the July Planning Commission meeting. Mr. Meier said that he appreciates all the work that Ms. Rowland Miller has put into the updated standards, and Ms. Rowland Miller noted that there should be onboarding for new HLC members with this update.

ADJOURNMENT

There being no further business, the meeting adjourned at 7:17 p.m.

Respectfully submitted,

Heather Alfaro
Zoning Clerk

The next meeting is scheduled for July 8, 2024, at 7:00 p.m.