

Minutes of Perrysburg Historic Landmarks Commission

Meeting Held May 12, 2025

CALL TO ORDER - 7:00 PM

The meeting was called to order at 7:01 p.m. by Chairman John Meier.

ROLL CALL

Commission members present were Bob BredenbeckCorp, Dan Judson, Scot MacPherson, Patrick Marchman, Jan Materni, and John Meier (6). Kate French was absent (1). Also present was Deputy Planning & Zoning Administrator, Mark Easterling.

APPROVAL OF APRIL 14, 2025 MEETING MINUTES

Ms. Materni moved to approve the minutes of the April 14, 2025, meeting as submitted. Seconded by Mr. BredenbeckCorp, and the minutes were unanimously approved (6-0).

PERMIT OBLIGATION

Mr. Easterling reminded the applicants that if their request was approved, they would still need to obtain a permit from the Planning and Zoning Division.

NEW BUSINESS

APPLICATION 11-25

ASHLEY KASPERZAK IS REQUESTING A CERTIFICATE OF APPROPRIATENESS TO REMOVE AND REPLACE WINDOWS, RELOCATE/REPOSITION WINDOWS, AND REMOVE AND ADD A DOOR. THE PROPERTY IS LOCATED AT 208 EAST FRONT STREET.

Mr. Easterling reviewed Application 11-25. Ashley Kasperzak was present on behalf of the application and described the proposed work to the Commission. She confirmed that the new windows will be replaced to match the existing ones that are not functional. Mr. Judson asked if the exterior storms would be removed, and Mr. Meier noted that Marvin windows make a difference in quality.

Mr. BredenbeckCorp motioned to approve Application 11-25 as submitted. Seconded by Ms. Materni, and the application was unanimously approved (6-0).

APPLICATION 12-25

CATHY DEMIDOVICH, ON BEHALF OF AMERICAN SIGN STUDIO, IS REQUESTING A CERTIFICATE OF APPROPRIATENESS TO INSTALL SIGNAGE IN THE WINDOWS OF THE PROPERTY. THE PROPERTY IS LOCATED AT 202 LOUISIANA AVENUE.

Mr. Easterling reviewed Application 12-25. Cathy Demidovich, American Sign Studio, was present virtually via Teams on behalf of the application. She said that the window

signage installation is scheduled for as soon as possible and includes the white vinyl graphics on the front door.

Mr. BredenbeckCorp motioned to approve Application 12-25 as submitted. Seconded by Mr. Marchman, and the application was unanimously approved (6-0).

APPLICATION 13-25

MEGAN AND LANCE CRAIG ARE REQUESTING A CERTIFICATE OF APPROPRIATENESS TO CONSTRUCT A SECOND-STORY ADDITION ONTO THE PRIMARY STRUCTURE. THE PROPERTY IS LOCATED AT 431 EAST SECOND STREET.

Mr. Easterling reviewed Application 13-25. Pete Huffman (Huffman Sarver Construction) was present on behalf of the application and said that they would like to extend the second-story bathroom onto the single-story kitchen. Mr. Meier confirmed that the materials are wood siding with architectural shingles. There was a brief discussion about the attic, and Mr. Huffman noted that it's not accessible. Mr. Huffman added that the chimney will not be bothered.

Mr. BredenbeckCorp motioned to approve Application 13-25 as submitted. Seconded by Ms. Materni, and the application was unanimously approved (6-0).

APPLICATION 14-25

JACOB GARLOCK, ON BEHALF OF GARLOCK BROTHERS, IS REQUESTING A CERTIFICATE OF APPROPRIATENESS TO BUILD AN ADDITION TO THE REAR THAT WOULD CONNECT THE HOME TO THE DETACHED GARAGE. THIS ADDITION WOULD INCLUDE WINDOWS, SIDING, SOFFITS, ROOFING, AND AN OVERHEAD DOOR. THE PROPERTY IS LOCATED AT 332 E. FRONT STREET.

Mr. Easterling reviewed Application 14-25. Jacob Garlock (Garlock Brothers Construction) and Katie Lewis were present on behalf of the application. Mr. Garlock noted that there have not been many changes to the application since last month. He said that they cleaned up the rear roofline, removed the pergola, and referenced the General Notes in their submission packet dated April 25, 2025. Mr. Garlock added that they consulted two architects, but neither provided significant changes to the proposed plans. He referenced Chapter 1245.54(f) and asked why they had not yet received their previous denial letter. Mr. Garlock noted that the proposed addition is one hundred (100) feet off of Front Street and different from the other homes, as the access is off of Front Street. He noted that 345 E. Front Street has a similar flow arrangement to the proposed flow at 332 E. Front Street. Mr. Meier said that he walked around the property and noted that the width of the home in the rear is three times as wide. Mr. Garlock said that he respectfully disagrees with Mr. Meier, noting that the existing home is nineteen (19) feet wide and the addition sticks out eleven (11) feet. There was further discussion about the setback off the alley and the option of having a detached garage. Mr. Marchman said that he appreciates that the pergola was removed. He asked why it's

not feasible to construct a second-story addition, and Mr. Garlock confirmed that cost is a significant factor. Mr. MacPherson referenced Section 18.13 of the Historic District Design Standards regarding Orientation & Placement. He added that he agrees with Mr. Marchman and said that reworking the garage would help, but that the design is more than a garage issue.

Mr. Garlock asked about a list of items that are in non-compliance or lacking with the proposed design. Mr. Easterling added that the Commission has given multiple suggestions in prior meetings. He noted that the members are tasked with giving guidance, but that they cannot design the plans for them. Mr. Easterling confirmed that the members can only react to the designs that are submitted. Ms. Lewis added that at one meeting, it was noted that more windows were needed, and Mr. Easterling added that the Commission will see something different with each submission. Mr. MacPherson noted that the Commission has been reactively consistent.

There was further discussion about raising the roofline and elevating the second-floor roof. Ms. Lewis asked about the possibility of tearing off the gable roof and extending the height, and Mr. Easterling confirmed that the Commission is looking at historical features. Mr. MacPherson noted that a designer is needed for a project like this.

Mr. MacPherson motioned to table Application 14-25 so that the applicant could present more supporting details and information. Seconded by Mr. Marchman, and the application was unanimously tabled (6-0).

OTHER BUSINESS

Perrysburg Historic District Paint Color Guide Discussion

Planning & Zoning Administrator, Brody Walters, said that he is piggybacking off of the work that Susan Rowland Miller previously brought forward, and he presented the Commission members with a recently created Historic Style and Color Guide for use within the District. He added that the guide serves as a basis and assigns different color systems in combination with the year the structures were constructed. Mr. Walters said that this guide will become a resource that homeowners can reasonably reference. Mr. MacPherson raised a concern about the notation of not painting brick, and Mr. Easterling confirmed that the 2024 Design Standards do not allow for brick to be painted. Mr. Walters asked the Commission to take the Historic Style and Color Guide with them tonight and bring it back to the June HLC meeting for their review and vote.

ADJOURNMENT

There being no further business, the meeting adjourned at 8:04 p.m.

Respectfully submitted,
Heather Alfaro
Recording Secretary

The next meeting is scheduled for June 9, 2025, at 7:00 p.m. in the Municipal Building at 201 W. Indiana Avenue.