

**HISTORIC PRESERVATION COMMISSION
MOTION SUMMARY
December 16, 2020**

ITEM 1. Roll Call

Vice-Chairman Coleman called the virtual meeting to order at 6:30 p.m.

Members Present: Cara Hering, Mark Reed, Mark Smiles, Sherry Riviera, Councilwoman Lisa Keller, Vice-Chairman Joe Coleman

Members Absent: Stephanie VanGundy

Staff Present: Dianne Guenther, Development Planner

Motion to Excuse: Ms. Riviera motioned to excuse Commissioner VanGundy, seconded by Councilperson Keller. Motion approved by a 6-0 vote.

ITEM 2. INTRODUCTION OF NEW COMMISSIONERS

- A. Mark Reed, Preservationist
- B. Mark Smiles, Historic District Property Owner

The Clerk introduced the new members to the Commission.

ITEM 3. DISCUSSION OF ELECTION OF OFFICERS

- A. Requirements and Duties of Chairman and Vice-Chairman at scheduled elections at January 27, 2021 Regular Meeting.

The Clerk and Ms. Guenther discussed the role and administrative role for the Chairman and Vice-Chairman of the Commission. Commissioners introduced themselves to the new members.

ITEM 4. APPROVAL OF MOTION SUMMARY of the Historic Preservation Commission meeting held on July 22, 2020, as recorded and transcribed.

Motion: Councilperson Keller motioned to approve the Motion Summary of the Historic Preservation Commission meeting held on July 22, 2020, as recorded and transcribed, seconded by Ms. Riviera. Motion approved with a 6-0 vote.

ITEM 5. REGULAR BUSINESS

- A. 2020-2605: A request by Triad Architects for an Informal Review for proposed bank building renovation and addition at 33 West William Street, which is zoned B-3 (Community Business District) and located in the Transitional Sub-District of the Downtown Historic District Overlay.

Ms. Guenther provided historical background information relating to the property site. The building is not original to the site and constructed in 1969.

The current subject site occupies three parcels: the mini-bank building with drive-through lanes, the side parking lot, and the rear entrance driveway. The appearance of the 51-year old, 500 square foot mini-bank building and site has remained unchanged since its construction. The proposal is for the existing 500 square foot mini-bank building to be renovated and have a 2,170 square foot addition constructed on its west side into the existing side parking lot area. The current three drive-through lanes will remain and be upgraded. There are no plans to have changes to the access of the property or to traffic patterns. She reviewed the proposed materials and colors. Ms. Guenther discussed that this is currently before the Commission as an informal review and that the applicant is seeking comment from members regarding the proposed mini-bank building renovation and addition to accommodate a full-service banking facility for the First Citizens National Bank of Upper Sandusky.

APPLICANT:

Zach Price
Triad Architects
328 North Liberty Street
Delaware, Ohio

Mr. Smiles questioned the limestone water table and if this was a common use. He discussed that the building had a too modern look and questioned if the brick could be moved further down and have more of a limestone base. He discussed that the applicant would most likely want a fence around the landscaping and if there was an alternative use for the blocked-in windows, such as a walk-up ATM.

Vice-Chairman Coleman discussed that there were other buildings in the district with the blocked-in windows. Mr. Price discussed the interior layout and security as part of the reason for the blocked-in windows but was open to other options.

Ms. Riviera discussed that she liked the design and that the roof was complimentary to other buildings. She discussed her preference for the water table as it provided a look of stability. She was also in agreement for the fencing and landscaping plans.

Mr. Reed discussed the top line on the water table and feels it goes well with the Masonic Temple.

Vice-Chairman Coleman felt overall this will be an improvement to the corner and good start on the design. He discussed the setback and roofline as the Standards call for a flat roof line, the siding on the south elevation, and preferred the blocked-in windows and feels they balance out the building. He voiced his support to the screening of the parking lot and introducing some elements to

obscure the parking lot spaces from Franklin Street. He did question the height of the monument sign.

Mr. Price expressed that there was a previous monument sign in that location that has been removed and they have not submitted the signage plans yet. Mr. Coleman suggested to work with the City on the plans.

B. DISCUSSIONS

(1) Fiberglass-Clad Windows

The Commission voiced their support on having this item remain on the table until the January 2021 meeting.

ITEM 6. STAFF COMMENTS

A. Adoption of 2021 Meeting Schedule

The Commission voiced no concerns on the meeting schedule for 2021.

ITEM 7. COMMISSION MEMBER COMMENTS AND DISCUSSION

ITEM 8. NEXT REGULAR MEETING: January 27, 2021

ITEM 9. ADJOURNMENT

Motion: Councilperson Keller moved to adjourn the meeting, seconded by Ms. Riviera. The Historic Preservation Commission meeting adjourned at 7:49 p.m.

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Joe Coleman

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Chairperson

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Elaine McCloskey

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Elaine McCloskey, Clerk

