

Glendale Planning and Historic Preservation Commission
Monday, January 10, 2022
Meeting Minutes

Pursuant to notice, the Glendale Planning & Historic Preservation Commission met at 5:30 pm on Monday 10 January 2022 at the Glendale Town Hall.

In Attendance: Chairman Tom Breidenstein, Vice Chairman Tom Kerr, Secretary Leslie Cooper and members Bob Kooris, Beth Sullebarger, Randy Green, Dan Mayzum and Mayor Don Lofty. Village Administrator David Lumsden was also present and Village Clerk Becky Terrell was present virtually

Unless otherwise indicated, it should be assumed that Mayor Lofty has abstained on all Commission votes, either because they involved Certificates of Appropriateness or because they involved matters which are likely to come before Council where he presides.

Chairman Tom Breidenstein called the meeting to order at 5:30 p.m. and declared a quorum present.

Agenda Items

I. Review and approval of 6 December 2021 Regular Meeting Minutes.

Ms. Sullebarger moved to approve the minutes as submitted. Mr. Mayzum seconded the motion and it passed via unanimous Planning Commission voice vote.

II. New Business

Appointment of Officers:

Ms. Sullebarger nominated Mr. Tom Breidenstein, Mr. Tom Kerr and Ms. Leslie Cooper as Chairperson, Vice Chairperson and Secretary respectively. Ms. Cooper seconded the motion and the motion passed via unanimous Planning Commission Voice Vote

Historic Guideline Annual Review:

Chairman Breidenstein introduced the annual review of the Historic Guidelines asking if the Planning Commission had any suggested revisions. After hearing no suggestions, Chairman Breidenstein stated that revisions could be brought up at any time during the year.

Appropriateness Review of Official Applications

1. **145 E. Fountain Ave., Dr. Richard Keyes, Handrailing.** Dr. Keys was present to represent the application. Mr. Green moved to approve the application as submitted. Mr. Kooris seconded the motion and the motion passed via unanimous Planning Commission voice-vote.
2. **805 Congress, Lisa Malblanc, fencing. Ms. Malblanc,** resident, was present to represent the application. Vice Chairman Kerr asked about the accessory buildings which were then discussed. Mr. Green moved to approve the application as submitted. Ms. Sullebarger seconded the motion and it passed via unanimous Planning Commission voice vote.
3. **20 Wood Ave., James & Gwen O’Leary, pool** (Conditional Use recommendation). Chairman Breidenstein noted that the applicants have been before the Zoning Board of Appeals regarding location approval as the installation would technically be located in the side yard. He noted that this review is about design and appropriateness and not location. Vice Chairman Kerr asked if the dashed line is a fence or indicates something else [side of the house]. He then asked if there was a fence that blocked the view from Wood [an existing hedgerow/growth block]. Village Administrator Lumsden stated that as part of the building permit, all gates in the existing fencing would have to be converted to self-locking. Ms. Sullebarger asked if any changes to the wood gate on Congress was planned [addition of self-locking and paint only]. Ms. Sullebarger motioned to recommend conditional use approval to Council. Vice Chairman Kerr seconded the motion and the motion passed via unanimous Planning Commission voice-vote.
4. **865 Congress Ave. – Glendale Lyceum, landing & stairs.** Mr. Green recused himself from this topic as he has participated in planning the changes. Mr. Bob Benning was present to represent the application asking to change the concrete dock to a composite material and move the stairs to the west side for safety purposes. Mr. Green asked the Planning Commission about old/original windows that will be below grade as previous applications to convert them to glass block windows were denied. Ms. Sullebarger stated that the window well would look cleaner with the enclosure and she has no strong objections to the change since the windows are not visible. Vice Chairman Kerr asked if glass block windows are excluded by ordinance and Village Administrator Lumsden stated that they are not banned, but that it is suggested that glass block windows are not appropriate. Mr. Kooris asked about lighting and it was discussed that the design had not been chosen yet but would be down lighting and not obtrusive to the neighbor. Mr. Kooris moved to accept the application with the conditions

- that the stairs move to the western edge of landing; change from concrete to composite/wood, glass block windows in the 2 windows below/at grade and change screen fence from 6' to 4'. Mr. Mayzum seconded the motion. The motion passed via unanimous Planning Commission voice-vote.
5. **25 W. Sharon Ave. – BQ Concrete, patio with ADA ramp.** Mr. Jessie Henderson was present to represent the application; a concrete ramp making the building ADA accessible. This is the Board of Education Building and the ramp access is in the rear and not visible. Ms. Sullebarger moved to approve the application as submitted. Mr. Kooris seconded the motion and the motion passed via unanimous Planning Commission voice-vote
 6. **1100 Willow Ave. – Davis Stanard, front walkway.** Mr. Stanard, resident, was present to represent the application to move and widen the existing walk. The walk would shift 2' centering the walk to the stairway. The walk materials will be 9" x 9" concrete pavers. Vice Chairman Kerr motioned to approve the application as submitted. Mr. Kooris seconded the motion and the motion passed via unanimous Planning Commission voice-vote.
 7. **203 Coral Ave. – Davis Stanard, fence.** Mr. Stanard was present to represent the application stating the request is a 4' fence for a kitchen garden. Ms. Sullebarger asked if the proposed fence matches the current fence and Mr. Stanard noted the old fence was removed but the new fence is the same design. Vice Chairman Kerr asked if any wire mesh was going to be installed and Mr. Kooris stated a split rail fence with mesh would also work well. Ms. Sullebarger moved approve the application as submitted with the addition of mesh to the inside. Mr. Green seconded the motion and the motion passed via unanimous Planning Commission voice-vote.

- IV. **Public Comment & Other Business** – No Public Comments or other business was discussed
- V. **Adjournment:** At 6:01 p.m. Mayor Lofty motioned to adjourn the meeting Vice Chairman Kerr seconded the motion and it passed unanimously via Planning Commission voice vote.

Next regular meeting – Monday February 7, 2022 at 5:30 pm

Submitted by Secretary Leslie Cooper

As assisted by Clerk Becky Terrell