

Glendale **P**lanning and **H**istoric **P**reservation **C**ommission
Monday, May 2, 2022
Meeting Minutes

Pursuant to notice, the Glendale Planning & Historic Preservation Commission met at 5:30 pm on Monday 2 May 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 and Village Clerk Becky Terrell were also present. Members Beth Sullebarger and Randy Green were absent.

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 4 April 2022 Regular Meeting Minutes.

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

II. Old Business – No Old Business

III. New Business

Appropriateness Review of Official Applications

1. **235 Coral Ave., Susan Kreuzmann, fence & retaining wall. Ms. Kreuzmann,** homeowner was present to represent the application. Ms. Kreuzmann presented the first state of the project to allow her to remain in her home long term. The request is for a retaining wall and new fence to cover the west and south side. All neighbors have been notified and has heard no negative feedback. Mr. Mayzum asked if the privacy fence looks the same on

both sides and Ms. Kreuzman said yes and is called “neighbor friendly” as both sides are finished in the same manner and the fence is made of cedar. Mr. Mayzum moved to accept the application as submitted. Secretary Cooper seconded the motion and the motion passed with unanimous Planning Commission voice vote.

2. **313 E. Willow Ave., Rachel Porter, Windows & Gutters. Ms. Porter**, homeowner was present to represent the application. There are no gutters existing and the basement is wet and the basement windows are plywood and are shut from the inside, causing safety issues. Mr. Kooris noted that the gutter line has a wave to it and suggested talking to the installer to confirm that there is no gap between the frame and the gutters. Mr. Mayzum asked if the gutters would drain into a storm sewer. Mr. Kooris suggested not tying in directly until the line unless tested and suggested an elbow for drainage and take the water far from the foundation but not into the neighbor’s property. Secretary Cooper asked if the basement windows were removed or just covered [one cracked and sandwiched with plywood and the others are only plywood]. Vice Chairman Kerr said that glass block windows are not appropriate for the Historic District and we have not approved glass block windows in the past. Vice Chairman. Kerr further stated he is not in favor of glass block windows as they are not architecturally correct in the historic district. Mr. Kooris said that there are many historic homes with glass block and this request results in no structural change so a future owner could install appropriate windows if desired. Because of these reasons, he would be in favor of glass block in this case. Vice Chairman Kerr agreed there are glass block windows throughout the Village that were “sneaked” in without going through the application process. Chairman Breidenstein asked if some glass blocks are more appropriate and Mr. Kooris said the wavy glass is more appropriate but no vents should be visible from the street. Vice Chairman Kerr asked if glass block windows are addressed in the guidelines and Village Administrator Lumsden, after reviewing the guidelines said the verbiage is clear glass block windows are not being installed. Mayor Lofty said if an exception is desired, the reasons for the exception should be clear. Vice Chairman Kerr motioned to approve the gutter application as submitted. Mr. Kooris seconded the motion and the motion passed via unanimous Planning Commission voice vote. Mr. Kooris moved to approve the glass block windows due to the size of the basement windows with no vents installed if visible from the street and because the structure will not be changed. Mr. Mayzum seconded the motion. The passed via a vote of 3-2 with the following results: Chairman Breidenstein yes; Vice Chairman Kerr – no; Mr. Kooris – yes; Mr. Mayzum – yes; Secretary Cooper – no.

3. **Glendale Urban Forestry Board Application for arboretum signage in public parks.**

Mr. Joe Hubbard, Urban Forestry Chair was present to represent the application and handed out materials to the Planning Commission. The reason is to review the format of the tree labels to be used as part of the Arboretum. Mayor Lofty stated that since signs are being reviewed and the sign ordinance is being updated, more rigor is being applied. Mr. Hubbard said that Council has approved the sign size so materials could be purchased. The question tonight is about the format of the signs. Mr. Kooris stated that content is not part of the review, but the overall design is under review. Mr. Kooris stated that he does not approve of the stakes proposed because it could be heaved due to weather and will be tilted after use. Better stakes should be used to prevent damage. Mr. Hubbard then reviewed the label layout and Vice Chairman Kerr suggested not using cursive because it is no longer taught and it was clarified that italics are required and not cursive. Mr. Kooris moved to approve the labels as submitted. Vice Chairman Kerr seconded the motion and the motion passed via unanimous Planning Commission voice vote.

IV. **Public Comment & Other Business** –

There was no Public Comment or Other Business discussed.

- V. **Adjournment**: At 6:20 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 June 6, 2022 at 5:30 pm

Submitted by Secretary Leslie Cooper

As assisted by Clerk Becky Terrell