

Glendale Planning and Historic Preservation Commission
Monday, October 4, 2021
Meeting Minutes

Pursuant to notice, the Glendale Planning & Historic Preservation Commission met at 5:30 pm on Monday 4 October 2021 at the Glendale Town Hall.

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

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 30 August 2021 Regular Meeting Minutes.

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

II. New Business

Appropriateness Review of Official Applications

1. **311 E. Willow Ave, Susan Armstrong, railings.** Ms. Armstrong was present to represent the application stating that hand rails are needed for safety purposes and the proposed railings match the existing railing. Ms. Sullebarger moved to approve the application as submitted. Mr. Kooris seconded the motion and the motion passed via unanimous Commission voice-vote.
2. **315 E. Sharon Ave., Beverly Rieckhoff, railings.** Ms. Rieckhoff was present to represent the application stating that the railings have been installed due to an injury and this is a retroactive application. The railings installed match house images from 1894 and there is no change to the existing stone. Ms. Sullebarger moved to approve the application as submitted. Vice Chairman Kerr seconded the motion and the motion passed via unanimous Commission voice-vote.

3. **10 E. Sharon Ave., Timothy Wells, Awning Installation, railing. Mr. Wells** was present to represent the application and the awning is to provide protection from the weather as well as protect an existing window. The existing railing is starting to rot and the request is to replace the current railing with composite materials. Mr. Kooris asked if there will be any lettering on the awning [no]. Mr. Mayzum asked what style awning is being chosen and Ms. Sullebarger stated that the shed style is more historically appropriate and asked how the awning will be positioned relative to the window [above door and window and will block part of the upper window]. Mr. Kooris moved to approve the application as submitted. The motion failed for lack of a second. Ms. Sullebarger moved that a shed style or angled awning be approved (the one with the arrow on the application) with no text/branding on the awning and color selection is up to the applicant and approving composite material for replacement siding and color selection is up to the applicant. Mr. Mayzum seconded the motion and the motion passed via unanimous Commission voice-vote.
4. **55 Coral Ave., Sue Anderson, above-ground pool, conditional use. Ms. Anderson** was present to represent the application stating that she is requesting that the pool be approved for conditional use this evening and the deck and fencing be reviewed at the November meeting. Ms. Sullebarger stated that there are 3 requirements for Conditional Use review and those items include: Consistency with the Village Plan, Impact to Traffic and Impact to Neighborhood and Ms. Sullebarger asked if the neighbors are aware of the request [yes]. Ms. Sullebarger motioned to recommend to Council that they approve the Conditional Use with the condition that an appropriateness review of the fence and deck be held at the November meeting. Mr. Mayzum seconded the motion and the motion passed via unanimous Commission voice-vote.
5. **1025 Depot Ln., Debbie Bradley, Picket Fence. Ms. Bradley** was present to represent the application stating that the fence is needed for her dog's safety. Vice Chairman Kerr motioned to approve the application as submitted. Mr. Mayzum seconded the motion and it was passed via unanimous Commission voice-vote.
6. **369 E. Sharon Ave., Tom & Lisa Kerr, skylight installation. Mr. Kerr** was present to represent the application and recused himself from his Planning Commission role. Mr. Kerr is requesting approval for roof re-shingling, two 2'x4' skylights replaced with same, one additional 2'x2' skylight (same design as existing). Ms. Sullebarger asked if the shingles are the same and Mr. Kerr stated that he wants to use either 3 tab or dimensional shingles based

- on color availability. Ms. Sullebarger motioned to approve the application as submitted. Mr. Kooris seconded the motion and the motion passed via unanimous Commission voice-vote.
7. **845 Congress Ave., Glendale New Church, window replacement.** Mr. Dion Gladish was present to represent the application requesting six casements west facing windows (in pairs) be replaced. The new windows will be the same size and fabricated on site with cedar outside/pine inside and aluminum flashing. Mr. Mayzum asked if the glazing is smaller and Mr. Dion stated that the new window will be fixed and not casement and the glazing will be larger. Ms. Sullebarger moved to approve the application as submitted. Mr. Kooris seconded the motion and the motioned passed via unanimous Commission voice-vote.
8. **975 Willow Ave., Brad Higginbotham, privacy fence. Mr. Higginbotham** was present to represent the application stating that the privacy fence is requested due to the removal of a honeysuckle hedge. Chairman Breidenstein asked if this was only on the Cincinnati Bell side [yes]. Mr. Mayzum moved to approve the application as submitted. Mr. Kooris seconded the motion and the motion passed via unanimous Commission voice-vote.

III. Persons Addressing the GPHP Commission/Other Business

Public Hearing: To discuss proposed amendments to the Village of Glendale Zoning Code relating to driveway installations, as initiated by the Glendale Planning and Historic Preservation Commission.

Chairman Breidenstein introduced the topic stating that any code amendment includes a Planning Commission public hearing. Following this public hearing, the Planning Commission will issue a resolution of recommendation to Council who will then hold a separate public hearing prior to any action. Vice Chairman Kerr provided an overview of the proposed driveway amendment. Mayor Lofty recused himself from the discussion as he will have to preside over any Council deliberation.

Vice Chairman Kerr made a motion to make a recommendation to forward the proposed changes to Council. Mr. Kooris seconded the motion and the motion passed via unanimous Commission voice-vote.

IV. Public Comment & Other Business - No Public Comments or other business was discussed

- V. **Adjournment:** At 6:23 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 November 1, 2021 at 5:30 pm

Submitted by Secretary Leslie Cooper

As assisted by Clerk Becky Terrell