

**G**lendale **P**lanning and **H**istoric **P**reservation **C**ommission  
**Monday, July 10, 2023**  
**Meeting Minutes**

Pursuant to notice, the Glendale Planning & Historic Preservation Commission met at 5:30 pm on Monday 10 July 2023 at the Glendale Town Hall in Council Chambers.

**In Attendance:** Chairman Tom Breidenstein, Vice Chairman Tom Kerr 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. Secretary Leslie Cooper was 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 5 June 2023 Regular Meeting Minutes.**

Ms. Sullebarger moved to table the action on the minutes until the August meeting to allow for the identification of one of the applicant representatives. Mr. Mayzum seconded the motion and it passed via unanimous Planning Commission voice vote.

**II. Old Business**

**III. New Business**

1. **230 E. Sharon Ave., Louis Damron, window replacement.** Mr. Damron, applicant, was present to represent the application stating that he had window issues that needed to be replaced. Mr. Kooris asked about the previous window material [vinyl] and Mr. Damron said that the windows were replaced with identical windows. Village Administrator Lumsden said that this is a like for like replacement and should not require Planning Commission review and approval.

2. **230 E. Sharon Ave., Louis Damron, gutter replacement.** Mr. Damron, applicant, was present to represent the application stating that there was damage allowing birds into the building and there are no box gutters installed. This is another like for like replacement and according to Village Administrator Lumsden that this is a like for like replacement and requires no action from the Planning Commission.
3. **25 W. Sharon Ave., Princeton Schools, conditional use application.** Mr. Jeff McDaniel, Safety & Security Director of Princeton City Schools, was present to represent the application. The school is switching athletic physical therapy companies and requesting conditional use for the 25 W. Sharon building to add a 1,500 square foot physical therapy facility on the second floor. Up to 4 patients per hour would be treated by 3 physical therapy staff members and the Princeton City School staff would be reduced to 2 in the building with the other 2 staff being relocated. Mr. Alan Husarchik, Novacare Physical Therapy representative, said the company is requesting to lease back space to allow for the treatment of athletes and the general population as an outpatient physical therapy facility. Mr. Kooris asked if there are any signs to be installed, and Mr. McDaniel said there will be door/building signs and possibly a sign at the end of the driveway. Once decided, signage will be presented to the Planning Commission for review prior to installation. Mr. Green asked who owns the parking lot [Princeton Schools]. Chairman Breidenstein said that his interpretation is that the addition of the medical facility not run by Princeton Schools may not be an appropriate conditional use and asked Village Administrator Lumsden about his ordinance interpretation. Village Administrator Lumsden said that under 154.21(B)(4) the physical therapy use is part of acting for the benefit of school operations. Chairman Breidenstein said that this is likely more relevant to 154.21(B)(3) which references school use only and his concern is that Novacare also wishes to treat the general population and not just student/staff. The distinction is serving the public vs. serving the school only, which is part of the ordinance verbiage.

Vice Chairman Kerr asked if the conditional use is transferrable if the building were to be sold. Village Administrator Lumsden said that it would transfer to the next owner unless there is verbiage in the motion restricting transfer or ownership. It was suggested that the Village Solicitor may need to be consulted for that question. Chairman Breidenstein asked if there was any thought regarding the restriction of medical employees in addition to the proposed 2 Princeton employees. Mr. Kooris moved to recommend approval of the

conditional use application to Council with the condition that it is 1,550 square feet designated for medical purposes only and limited to 3 employees of Novacare and 2 employees of Princeton (as stated in the application) and any request for signage will be a separate application. Mr. Green seconded the motion, and it passed via unanimous Planning Commission voice vote.

#### **IV. Public Hearing for Zoning Code Amendments**

- a. Temporary Fencing
- b. Chimney Requirements

Chairman Breidenstein asked Village Administrator Lumsden to provide background. Village Administrator Lumsden stated that in previous Planning Commission meetings, there was discussion regarding reviewing and possibly revising zoning code regarding temporary fencing and chimney requirements. A request was placed with the Center for Local Government to see if there were zoning codes regarding temporary fencing that could be reapplied. The only responses were specific to construction fencing, so any zoning changes would have to be written from scratch as there is nothing to reapply. Regarding chimneys, the current zoning code requires all new buildings to have chimneys. He deferred to Mr. Green who asked questions during the review. Mr. Green stated that the review requested a chimney removal when the chimney was not acting as an actual chimney. There was no zoning code language identified regarding chimney removal. Vice Chairman Kerr noted that there had been previous requests to remove chimneys after they were made non-working and those request(s) were denied as the chimney was found to be architecturally significant to the building façade. Mr. Green said the removal was from an accessory structure and not a main building. After conversation, it was determined that having a chimney on an accessory building may not make sense, but having a cupola may be necessary depending upon the building design. Chairman Breidenstein asked Village Administrator Lumsden to review and propose a revision to the zoning code verbiage allowing for exceptions. Village Administrator Lumsden stated that he will come to the next Planning Commission meeting with proposed verbiage.

#### **V. Public Comment & Other Business –**

There were no public comments and no Other Business discussed

**VI. Adjournment:** At 6:39 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 August 7, 2023 at 5:30 pm in Council Chambers**

Submitted by Secretary Leslie Cooper

As assisted by Clerk Becky Terrell