

Glendale Planning and Historic Preservation Commission
Monday, December 7, 2020
Meeting Minutes

Pursuant to notice, the Glendale Planning & Historic Preservation Commission met at 5:30 pm on Monday 7 December 2020 at 80 East Sharon Avenue via Virtual Zoom session due to the Shelter in Place orders. The meeting meets all Open Meeting regulations as revised by Ohio House Bill 197.

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

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 2 November 2020 regular meeting minutes.**
2 November Minutes. Ms. Sullebarger moved to approve the minutes as submitted. Mr. Green seconded the motion and it passed via unanimous Planning Commission voice vote.

- II. Old Business**
Resolution 2020-02: Ratification of Nov. 2, 2020 Resolution concerning a request for a zoning change to permit short-term rental as a Conditional Use in the “B” zoning district.

Chairman Breidenstein introduced the topic as this is the conclusion to the Airbnb action taken in the 2 November meeting. It was confirmed that the Planning Commission received a written copy prior to the meeting.

Vice Chairman Kerr stated that the resolution was well written and motioned to approve. Mr. Green seconded the motion and it passed via unanimous Planning Commission voice vote.

- III. New Business**
Appropriateness Review of Official Applications

1. **Andrew Niehaus, 19 Village Square, two 12sf window signs w/ 41” barber pole. Mr. Niehaus** was present to represent the application. Village Administrator Cordes provided background regarding the application stating the signage was installed prior to this review and the barbershop turnstile has not been installed. Ms. Sullebarger asked if the sign was installed on the inside or outside of the window and Village Administrator Cordes stated that it appears to be applied from the inside. Mr. Niehaus stated that the decal is 24sqft applied to the outside of the window and requests a 41” rotating pole installed on the right side on the brick facade. Chairman Breidenstein asked if the sign size limitation is met with the addition of the barber pole and it was determined that adding the pole will not exceed the maximum 30’ square footage. Village Administrator Cordes stated that there are/were two other barber poles installed in the Village and the question is illumination. Mr. Niehaus said the pole is internally lit and spins and Village Administrator Cordes stated that internal illumination is not allowed by code. Secretary Mayzum stated that if the pole extends more than 4” from the wall, the height clearance required is 6’ 8”. Secretary Mayzum noted an existing bracket and

asked if that would be used. Mr. Niehaus asked if he could use that and the barber pole and it was determined that there was square footage available for a sign to utilize the bracket. Village Administrator Cordes stated that there should be no requirement to remove the bracket and Mr. Kooris stated that the tenant could not remove the bracket without landlord agreement. Mr. Kooris also stated that conduit would be required should electric be installed for barber pole functionality. Village Administrator Cordes stated that the ORC addresses barber pole requirements and Mr. Niehaus followed up stating a pole is no longer required if the word 'barber' is on the shop and agreed that the height requirement may not allow him to install the barber pole. Mr. Green motioned to approve the application with the condition that if the barber pole is installed that it be 6' 8" from the ground. Secretary Mayzum seconded the motion and it passed via unanimous Planning Commission voice vote.

IV. Persons Addressing the GPHP Commission/Other Business

No persons addressed the Planning Commission.

V. Other Business

1. **Hamilton County Regional Planning Commission nomination.** Chairman Breidenstein received a letter from the Executive Director of the Hamilton County Planning Commission announcing a vacancy to represent small communities and asked if anyone wished to be nominated for the role. Chairman Breidenstein stated he will file the letter and note that there was no interest in the open position.
2. **Annual January meeting.** A slate of officers will be nominated and voted upon for Chairman, Vice Chairman and Secretary. It is also required to determine if the Guidelines and Rules of Procedure need to be revised.
3. **Sign Code Update.** Chairman Breidenstein noted a working document is in place and changes and further thoughts will be forwarded to the Sign Committee. Once reviewed and finalized it will be submitted to the Planning Commission to launch the review process.

- VI. Adjournment:** At 5:55 p.m. Mayor Lofty motioned to adjourn the meeting. Vice Chairman Kerr seconded the motion and it passed unanimously.

Next regular meeting – Monday January 4, 2021 at 5:30 pm

Submitted by Secretary Dan Mayzum

As assisted by Clerk Becky Terrell