

**HISTORIC PRESERVATION COMMISSION /
PLANNING COMMISSION
MEETING MINUTES**

Thursday, June 17, 2004

Mr. John Workman called the June 17, 2004 Historic Preservation Commission (HPC) and Planning Commission meeting to order at 7:30 PM.

PLEDGE OF ALLEGIANCE

ROLL CALL

Present

HPC

Rochelle Rossi
Sandra Hayes
Bill Dorman
Diane Downing
John Workman
Dennis Brown

Planning Commission

John Workman
Diane Downing
Don Schwendiman

Others in Attendance

Johnson Belford, Zoning Inspector; Ken Roberts and Fred Etheridge, residents

HISTORIC PRESERVATION COMMISSION

ITEM 1: APPROVAL OF MINUTES

Mr. Brown made a motion to approve the minutes of the May 20, 2004 meeting of the Historic Preservation Commission. Mrs. Hayes seconded the motion.

Discussion: (Correction to the minutes)

Page 3, Paragraph 1: **Mrs. Rossi (not Mrs. Hayes)** said she went and talked to Mr. Archer and stated Mr. Archer wasn't sure which portion it was going to be

ROLL CALL: Yes – ALL (Motion Passes)

PUBLIC HEARING - No public hearing

NEW BUSINESS

James Weber, 215 E. Cherry St. (Paint Exterior, Finish Replacing Windows, New Screen Door on Front & Rear, New Rear Door

HPC / Planning Commission Meeting Minutes
June 17, 2004

Mr. Brown made a motion to approve James Weber's request for the paint, the windows, and the rear door improvements; seconded by Mr. Workman. **ROLL CALL: Yes – ALL (Motion Passes)**

Ken Roberts dba Warehouse on the Canal, 239 N. Canal St. (Request for Signage on Building)

Rochelle Rossi was excused from the proceedings.

Mr. Roberts said, "I'd given Johnson some applications."

Mr. Workman said, "Yes . . . in front of me I have three applications for signage. We have one application for a sign 50-square-foot sign that will be a temporary real estate sign advertising development of the premises. Then we have one for a 40-square-foot sign similar to a pole sign – it is a pole sign, and then we have one for a sign not to exceed 20-square-feet. OK and I guess that one's the only one that has the color brown with white letters."

Mr. Roberts, "I think the first two are brown with white. And, when I talked to Johnson on the pole sign, I told him that we didn't have the colors at that time, and he indicated that even though it's permissible within the Planning, because I don't have the colors, HPC couldn't approve it. I said I understood that, that we're still trying to work out what we want to do. But, if we can have it approved with the contingency that it has to be approved by HPC, as far as the color and the shape of it."

Mr. Workman, "The only thing that HPC can approve is the appropriateness of the sign and the color and the fonts and that type of thing . . . that's the only thing we can approve. So if you show us what you want to do, then we can either approve or deny that. To approve something that maybe you're going to bring in, you know, that you're going to bring in later for approval doesn't"

Mr. Roberts, "Alright, I was talking tomorrow about Planning; I didn't know if the Planning"

Mr. Workman, "We're not on Planning. We're HPC. OK, as far as HPC goes, we don't do anything other than approve whether it is appropriate for the Historical District and the colors and the fonts and that type of thing."

Mr. Roberts, "There's a motion on that particular one."

Mr. Workman, "Well, OK, what do we want . . . do you have an idea . . . do you have a picture of what you want to show us."

Mr. Roberts, "No, 'cause it's just . . . doesn't . . . just has the dimensions like 20-square-foot and 50-square-foot, so it's going to be brown with white letters. We don't know if it's going to be 50-square-feet, if it's going to be (you know) 10 by 5 or something like that. We still have to lay that out."

Mr. Workman, "OK, that's what we need to see. That's why you're bringing it to us. When you get back, bring it! We'll be happy to look at it."

Mr. Roberts, "OK."

Mr. Workman, "That's the same, basically, for all three of these. When you know what you want, that's when we need to look at it."

Mr. Roberts, "The reason I didn't bring it in is because last meeting, you already – this Commission had approved another sign based upon the same thing (brown colors with white letters)."

Mr. Workman, "That was a real estate sign, a for lease-type real estate sign?"

Mr. Roberts, "Well, I had 20-square-feet."

HPC / Planning Commission Meeting Minutes
June 17, 2004

Mr. Workman, "Right, but I mean, now you're taking about something entirely different. That was supposed to be a temporary real estate sign until you – announcing your development; correct?"

Mr. Roberts, "No, well that's . . . it's true . . . you talked about it could either be for sale or for lease or for rent."

Mr. Workman, "But it was still for the development of the building; correct?"

Mr. Roberts, "Right, but it only required 20-square-feet, and I put down (you know) brown background/white letters, and the Commission approved it. So, based upon that, I'm submitting the same thing. You didn't require last time to submit a drawing or anything."

Mr. Workman, "Because it was for a temporary sign; these are permanent signs; correct – that you're asking for here?"

Mr. Roberts, "No, one is a temporary sign."

Mr. Workman, "OK, that's another "For Sale" sign, so you're going to have two of these?"

Mr. Roberts, "No, one is "For Lease." We have multiple venues in the building here, so the first one is "For Lease" sign; the other one, as far as the development of it, so we can show that there's other space available, things related to what we're trying to offer in the building."

Mr. Workman, "OK, so the one's going to say "For Lease" and the other one is going to say . . . ?"

Mr. Roberts, "One will say "For Lease" – that"

Mr. Workman, "And the other one is going to say?"

Mr. Roberts, "The other one will say, I mean, it could change. It could say that first, you know, "Whole Floor Available," "Space Available," and so forth."

Mr. Workman, "So, it'll be an interchangeable letter sign?"

Mr. Roberts, "It could be."

Mr. Workman, "See, that's what we need to know. What do you want?"

Mr. Roberts, "The ordinance talks about what services or products that could be offered; that changes."

Mr. Workman, "Right, that could – yes, it could."

Mr. Roberts, "I mean we can't put a sign up there that I mean, I need to put a sign that benefits the building."

Mr. Workman, "Right, so that's what we want to see. If it's appropriate, you know, if the Commission deems it as appropriate and it's within the scope of Zoning, we can vote on it. But if we don't know what you're going to do with it"

Mr. Roberts, "Well, the dimensions are spelled out. I mean, we've got 20-square-feet or 50-square-feet; we're saying it's a brown background with white letters. The sign could change; I mean it's"

Mr. Workman, "So, here you're talking about"

HPC / Planning Commission Meeting Minutes
June 17, 2004

Mr. Roberts, "I'm talking about the lettering in the sign; the background is going to stay the same, but we have different services that are offered. I can't come in here and have you guys approve a particular sign because it might not be applicable if things change in the building."

Mr. Workman, "I guess I can't envision – I myself can't envision what you're asking for. To me, what you're asking for is an interchangeable letter sign."

Mr. Roberts, "Well, I mean, it could be."

Mr. Workman, "Is that what you want?"

Mr. Roberts, "Yeah, I mean we have the dimensions. We have a 20-foot-square sign, brown background with white letters that it might be – part of the sign might say "Full Floor Available" or "Second Floor Office Space Available" or "Restaurant Space Available" or "Banquet Facilities Available," you know, things like that."

Mr. Workman, "So it is going to be an interchangeable letter sign?"

Mr. Roberts, "It could be; yeah."

Mr. Workman, "It could be or it is going to be."

Mr. Roberts, "Well, it's going to be."

Mr. Workman, "It's going to be an interchangeable letter sign?"

Mr. Roberts, ". . . it has to be interchangeable."

Mr. Workman, "Ok, so it's going to be an interchangeable letter sign and it's going to announce?"

Mr. Roberts, "It's going to announce what we need to announce for the development of the property."

Mr. Workman, "But it's not going to say anything about, uh, individual businesses and stuff like that?"

Mr. Roberts, "No, no, no, no; it's not going to name the other tenants. I'm not getting this and turning around and giving it to another tenant in the building. That is up to them to apply for their own sign. But, you have to understand (I think you do) that if we were a shoe store or a candy store, we're only promoting shoes and candy. Here we've got dining and shopping and professional services and entertainment and a lot of different things. So we do have a full floor available that we'd like to promote as a full floor. We do have other space available that we can promote as restaurant space or office space or something similar. That's why we change because if I put "Full Floor Available" and we lease out the floor, then of course I have to change that to "Space Available on the Second Floor" or something designed to promote the building. That's why, you know, the brown background and the white letters; you know it has to be interchangeable because the needs change as we develop the property."

Mr. Workman, "OK, well why don't you bring us a rendering of what you want with the size of the letters you want on it, the font."

Mr. Roberts, "Ok, but that could change as well because if I have a 50-square-foot sign and I say "Second Floor Available" or "Third Floor Available," those size letters are going to be big because I have smaller lettering on the sign. But if I come back and I put in, you know, "Restaurant Space Available" – "Banquet Facilities Available" – "Eating Rooms Available," I'm still going to be within the determined square footage but the letters are going to be much small. So that's what I'm saying"

Mr. Workman, "How are you going to attach these letters to the sign?"

HPC / Planning Commission Meeting Minutes
June 17, 2004

Mr. Roberts, "I don't know, either be painted on or on top of the sign company or something will . . . maybe if they'll slide in . . . something that's going to be easier; I don't know at this point."

Mr. Workman, "Ok; why don't you figure out what you want and bring it back to us?"

Mr. Roberts, "OK, but you can't approve – what I'm saying is – I can't come in and say the letters are going to be 5 inches because that would be inaccurate because the next time I change the sign, it might be three inches, or two inches, or twelve inches or something."

Mr. Workman, "Can't approve what we don't know what's going to be there."

Mrs. Hayes, "You could at least bring in . . . is there going to be a border around the sign? Is there . . . the font or the letters, maybe that won't change each time, maybe the size will change but the font won't, so we can get a general idea of, you know, how it's going to look on the building."

Mr. Roberts, "OK."

Mr. Brown, "Yeah, I think we're probably more interested in the appropriateness in terms of appearance, really, than we are in a specific size of the letters. I understand what you're saying, actually that can possibly change as your needs change, but also that font that you're using on that, that probably would not change You'd be dealing with changeable copy, but not"

Mr. Roberts, "Alright, so I'll bring in the font. What else other than the font."

Mr. Workman, "Really, what I think we need to see is basically like you did with the downtown signage. You brought in an artist's rendering of what it was. That was perfectly appropriate. We can get an idea, a feel for what it is and, you know, where you want to place it on the building, and do that."

Mr. Roberts, "Ok, thank you."

Issue tabled until next month.

Mr. Roberts, "Excuse me; I forgot one other item. Talking to Johnson here, I raise the question with him the other day. He suggested that I bring it up to this Commission here, and this is based upon some of our tenants in our building . . . was since there are other businesses that are uptown that have furniture and other merchandise within their business out in the street, or out on the sidewalk, was it permissible to do so because we'd like to be able to put like chairs, tea chairs, and tables, and antiques. And the other question that was raised to us was on the sandwich signs, what was the ordinance regarding the esthetics of the sandwich board itself? Because there are different types of sandwich boards, some that are basically falling apart, and Johnson was going to look that up for me and he didn't have it in his fingertips at that particular time, and he suggested that I bring it to the Commission's attention for guidance as how do we respond to our tenants."

Mr. Belford stated, "18 x 36 – that's what this Commission agreed upon."

Mr. Workman, "There is no code? How did we get approval for it then?"

It was stated, "It was voted on at one time or another."

Mrs. Hayes, "It was voted on for Linda Keillor, and then we adopted the size. She's been here three or four years."

Mr. Workman, "It was a long time ago, and then we talked about that. It is 18 x 36 is what they're allowed to have, and it's pretty much – I think we handled it basically – it's such a temporary thing. As long as it could be taken down that I don't think we got to"

HPC / Planning Commission Meeting Minutes
June 17, 2004

Mrs. Rossi, "I think the size was a factor and the fact that you take it in and out every day."

Mr. Workman, "That was the only thing that was really a factor. You had to take it in and out and it had – couldn't be a certain size. Other than that, I think we left it up to the discretion of the business."

Mr. Roberts, "So, as an example, like we wanted to add more language on. Like we just have the individual letters that we slide in, so add more language on there, we could put a sheet of paper and use a crayon to advertise our specials. Would that – I guess that's what I'm getting at – is that permissible?"

Mr. Workman, "Let's put it this way, it's not – we don't – I don't think we specifically prohibit it."

Mr. Brown, "There's places that do that right now, and it seems like it was – at the time when we talked about this, as I recall, what we were concerned about – whether the signs would be appropriate as far as appearance because the discussion went that sandwich signs were something that have been historically appropriate for the kind of businesses that are using them down here right now. And there were some that were out there that were going to be a lot bigger; people were concerned putting a big sign out there that it was going to interfere with parking cars, as far as people being able to, you know, not have their car doors damaged, and also that they didn't want them so big that they were going to interfere with the pedestrian traffic and such. So that was some of the discussions I recall. When it came up, we agreed that 18 by what do you say 36 – would be an appropriate size and still get the message out there folks."

Mrs. Rossi, "I believe there is a stipulation they would be in the tree line, too, not in the sidewalk – in the tree line, too."

Mr. Belford, "You're right, Rochelle."

Mr. Workman, "Does that answer your question?"

Mr. Roberts, "Yeah, how about the furniture? Is that permissible to place furniture out on the sidewalk?"

Mr. Workman, "I think the only place they approved that is down in that circle area – that courtyard area, yeah, I think they permitted it in there because there's a lot of movement for, you know there's a lot of traffic. Is that what you're . . . are you just looking about putting it up against the building?"

Mr. Roberts, "No, I know I've noticed throughout town that there's chairs and other articles, merchandise that they sell. They're putting it out on the sidewalk like a sidewalk sale. All of our tenants are asking if that's the case, then they'd like to put some of their antiques out there to help attract attention. Before doing it, I just really wanted to see what the ruling was."

Mr. Workman, "As far as this commission is concerned, I don't know that we have any problems with it. That's a safety issue, wouldn't you say?"

Mr. Belford, "That would be an issue to be addressed to the City Manager and the Service Director."

Mr. Roberts, "So, it's OK to put it then?"

Mr. Workman, "It's not our, it's not my call."

Mr. Roberts, "whose call is it?"

Mr. Workman, "The Safety Director, City Manager, whoever – in other words, you're not going to get any flack from us about it."

HPC / Planning Commission Meeting Minutes
June 17, 2004

Mr. Dorman, "Isn't there an ordinance on outdoor dining? Is that what defines the area? I remember about 10 years ago . . ."

Mr. Workman, "They allow outdoor dining or they used to down at Vi-Li's. They were allowed to have outdoor dining there; is that what you're trying to get at?"

Mr. Roberts, "No, we just want . . . we just want to know what we're able to do. We have different antiques that they could put on the sidewalk not obstructing the egress – things like that."

Mr. Dorman, "I'm only mentioning if there's tables and chairs out there and they're being used for dining purposes, then you may have another issue."

Mr. Workman, "You may have another issue altogether, but that still is not our call. If it would get to the point where you want to put tables and chairs for permanent-type things – for the purpose of dining – then it would fall under this HPC to approve whether it's appropriate and fits in with the style of the Historic District. But a temporary thing like a piece of furniture, which might be gone tomorrow because of the sale, that wouldn't concern us at all. That wouldn't fall under our jurisdiction."

Mr. Roberts, "OK, well I'll take it up with the City Manager then."

Mr. Workman asked if there was any other business that needs discussed (no comment).

Mr. Workman brought up taking the past two months about under shade tree business on the Planning Commission about doing something over time to replace some of the trees that have been cut down, died, whatever. There are no funds set aside for that at this point in time, and the Planning Commission is directly responsible for shade tree business in Canal Fulton, but he really thought there should be some input from HPC. He felt it was kind of the opinion of the Planning Commission that if we could replace even a couple of trees each year, over time they could get everything replaced down there before it ruins the sidewalks and makes the entire downtown area an eye-sore. They talked about talking to Council and make a recommendation to see if they could get a budget – even if it's a small amount (\$1,500 to \$2,000 per year), if we can replace just one tree. Over time, we'll get them all replaced, or they can use that as seed money to go for grants or something like that. He thought the request would carry more weight if it came from both of the Commissions.

Mrs. Downing made a motion that she urges Council to come up with some sort of a budget, so that the trees can be replaced in the Historic District; Mr. Dorman seconded the motion. **ROLL CALL: Yes – ALL (Motion Passes)**

Mr. Workman adjourned the Historic Preservation Commission portion of the meeting.

John Workman, Acting Chair

PLANNING COMMISSION

Mr. Workman stated that at this point in time, they did not have a quorum for Planning. They took a short break to wait for someone to come in order to have a quorum.

Mr. Workman reconvened the Planning Commission session and called the Planning Commission to order.

APPROVAL OF MINUTES

Mrs. Downing made a motion to approve the minutes of the May 20, 2004 meeting of the Planning Commission. Mr. Schwendiman seconded the motion. **ROLL CALL: Yes – ALL**

NEW BUSINESS

Schalmo Properties, 474 Etheridge Blvd., (Final Plat Approval for the Villas at Autumn Meadows, Phase 17)

Fred Etheridge stated it was a great project, selling very well, and a lot of interesting people are moving into them. Each building represents \$450,000 or more. There's no maintenance by the City, on the roads, no plowing or anything like that. The only public part of the project is the water and sewer lines. The streets are private and under control of the Homeowner's Association. They are owned fee-simple; they are City lots. Each partial adjoins each other; they have common walls; there's easement on each wall for any possible misconstruction. It's a hybrid between a traditional allotment and a condominium. The Homeowner's Association uses the fees (that goes into a fund) for maintenance (grass cutting, landscaping), escrow money for roof repair or whatever; they maintain the streets. He had drawings with him, showing same; lot sizes are large and different sizes; there's over 6,000-square-feet per building (there's two or three units), single-story with tremendous roof lines (cathedral ceilings). Nothing is permitted to sit outside (no sheds, trailers, boats, nothing), and Zoning controls parking spaces.

Mr. Downing made a motion to approve, subject to the Engineer's recommendations; seconded by Mr. Schwendiman. **ROLL CALL: Yes - ALL**

OLD BUSINESS - None

CONDITIONAL USE: No issues to discuss.

SHADE TREE BUSINESS: Replacement of Trees

Mrs. Downing referenced the ordinance book, Chapters 903.06 and 903.07 on the shade tree authority established which is the Planning Commission. Members of the Shade Tree Authority shall have power to study, investigate, plan, advise, report, recommend to the legislative authority (Council) or Mayor any action, program, plan, or other legislation which the authority shall find or determine to be necessary or advisable for the care, preservation, trimming, planting, replanting, removal, or disposition of trees and shrubs in public ways, street, and alleys. Hopefully, they can get a budget from the Council, and she will report back next month regarding same.

Ken Roberts let everyone know that City Council approved the downtown signage and thanked all. He doesn't think it can be completed prior to Olde Canal Days Festival.

Mr. Workman adjourned the Planning Commission portion of the meeting.

John Workman, Acting Chair