



**CITY of MEDINA**  
**Historic Preservation Board**  
**Regular Meeting Minutes**  
**January 11, 2024**

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Meeting Date: January 11, 2024

Meeting Time: 5:00 PM

Present: Elizabeth Biggins-Ramer, Kevin Hutchinson, Leslie Traves, Matt Wiederhold, Paul Wood, Andrew Dutton (Community Development Director), and Sarah Tome (Administrative Assistant)

Absent: Rebekah Knaggs, Patty Stahl

**Election of Chair and Vice-Chair of the Board**

Ms. Traves made a motion to appoint Ms. Biggins-Ramer as Chair of the Historic Preservation Board.

The motion was seconded by Mr. Wood.

Vote:

Hutchinson            Y            Traves                            Y

Wiederhold           Y            Wood                              Y

Biggins-Ramer           Abstain

Approved                4-0 with Ms. Biggins-Ramer abstaining

Mr. Wiederhold made a motion to appoint Ms. Traves as Vice-Chair of the Historic Preservation Board.

The motion was seconded by Mr. Wood.

Vote:

Traves                    Y            Wiederhold                      Y

Wood                     Y            Biggins-Ramer                 Y

Hutchinson            Y

Approved                5-0

**Acceptance of 2024 Meeting Dates**

Ms. Traves made a motion to accept the 2024 meeting dates, as presented.

The motion was seconded by Mr. Wood.

Vote:

Wiederhold	<u>Y</u>	Wood	<u>Y</u>
Biggins-Ramer	<u>Y</u>	Hutchinson	<u>Y</u>
Traves	<u>Y</u>		
Approved	<u>5-0</u>		

**Approval of Minutes**

Mr. Wood made a motion to approve the minutes from December 14, 2023 as submitted.

The motion was seconded by Mr. Wiederhold.

Vote:

Biggins-Ramer	<u>Y</u>	Hutchinson	<u>Y</u>
Traves	<u>Y</u>	Wiederhold	<u>Y</u>
Wood	<u>Y</u>		
Approved	<u>5-0</u>		

The Court Reporter swore in all attendees.

**Applications**

1. H23-12 Debra Stevens 109 West Washington Street CSP

Mr. Dutton stated that this application for the refacing of a sign had been tabled at the previous Historic Preservation Board meeting. He noted that the site was located on the north side of West Washington Street. Mr. Dutton stated that the previous sign was 7.2 sq. ft., and had a black background, white lettering, and off-white trim. He added that the sign had been recently refaced with raised lettering and a color scheme of a red outline, black background, and white letters.

Mr. Dutton stated that staff recommended approval of application H23-12 for the projecting sign refacing.

Present for the case was Debra Stevens, owner of Candyapple & Co., 109 West Washington Street. Ms. Stevens apologized to the Board, stating that she had been unaware that she needed to come before the Historic Preservation Board for the sign refacing.

Mr. Wiederhold asked if a sign company was used to reface the sign. Ms. Stevens stated that their landscaping company had refaced the sign. Mr. Wiederhold asked if the “& Co.” would be added to the bottom of the sign. Ms. Stevens stated that it would, but that the letters had not arrived yet.

Ms. Biggins-Ramer reminded the applicant that any work done on the outside of the building would have to come before the Historic Preservation Board.

Mr. Wood made a motion to approve H23-12, with the condition that the “& Co.” portion of the sign be added in the near future.

Ms. Traves seconded the motion.

Vote:

Wood	<u>Y</u>	Biggins-Ramer	<u>Y</u>
Hutchinson	<u>Y</u>	Traves	<u>Y</u>
Wiederhold	<u>Y</u>		
Approved	<u>5-0</u>		

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2. H24-01                      Matt Strehle                                      17 Public Square                                      COA

Mr. Dutton stated that the subject site was located on the west side of Public Square. He noted that the Board had recently reviewed an application for façade color changes for the location. He stated that the applicant was now requesting approval for alterations and repairs to the building’s front storefront, including:

- Replacement of 27 existing cast iron corbels with “one-piece foam corbels to match existing”. The existing corbels had rusted, were not secure to the building, and posed a danger to pedestrians. Proposed corbels would be painted Curio Gray.
- Replacement of the sign board with Azek Board material painted Curio Gray.
- Installation of Azek trim on the sign board, painted Chamois with recessed areas painted Caviar.

Mr. Dutton noted that the colors would remain the same as previously approved. He stated that staff recommended approval of application H24-01 for front facade alterations finding that the proposed replacement and alterations matched the existing style and colors of the front building facade.

Present for the case was Jim Guame, 522 West North Street. Mr. Guame presented the Board with examples of proposed materials and colors. He stated that the new corbels would be created by a using one of the current corbels to create an exact replica.

There was discussion as to the proposed changes to the sign board. Mr. Guame stated that behind the existing three boards, there were two cast iron beams. He added that, if the beams were in good condition, they would paint them and attach the trim directly to the cast iron. Mr. Guame stated that if the cast iron was not in good condition, they would be using Azek over the beams.

Mr. Wiederhold suggested that the building owner donate some of the corbels to the Town Hall Engine House museum. Mr. Guame stated that there were only four or five intact corbels, but that he did not see a problem with donating some.

There was an additional discussion as to materials and paint colors.

Ms. Traves made a motion to approve H24-01, as submitted.

Mr. Wiederhold seconded the motion.

Ms. Biggins-Ramer made a motion to amend the motion to include the condition that if the cast iron beam was structurally sound, it would be painted curio grey. She added that if the beam was not sound, the Azek installed overtop would be painted curio grey in color, and that the corbels would be an exact replica of those currently present and be painted caviar at the base and chamois on the leaf detail.

Mr. Wood seconded the motion.

Vote:

Biggins-Ramer	<u>Y</u>	Hutchinson	<u>Y</u>
Traves	<u>Y</u>	Wiederhold	<u>Y</u>
Wood	<u>Y</u>		
Approved	<u>5-0</u>		

### Discussion Item

1. Building Demolition 129 North Broadway Street

Mr. Dutton stated that this discussion item was a demolition application for 129 North Broadway. He noted that the site was on the west side of North Broadway, just across from the County Administration Building. Mr. Dutton stated that a commercial tenant had been renovating the building and there had been a fire. He added that while the damage was not as evident from the outside of the building, there was substantial damage to the interior.

Mr. Dutton stated that the applicant had submitted a number of items with the application, including a description of the request, a site plan, and an architectural evaluation. He noted that there were numerous items that needed to be submitted for a demolition application, some of which the applicant, Landmark Homes, had not yet submitted. Mr. Dutton stated that while Landmark Homes was familiar with the construction and rehab of buildings, they were not architects or structural engineers. He stated that the items not yet submitted by the applicant were:

- ***The fair market value for the property and the anticipated market value after rehabilitation;***
  - Fair market value after a potential rehabilitation was not submitted. Typically, these figures are provided by a real estate professional.

- ***An analysis of the feasibility of rehabilitation, including the costs of rehabilitation, and the income and expense likely to be produced by the property after rehabilitation;***
  - A detailed insurance company assessment was provided. Typically, rehabilitation estimates and their feasibility are provided by an architect or contractor. Income after rehabilitation is also usually provided by a real estate professional.
- ***A list of alternatives that were considered and reasons why alternatives were dismissed;***
  - Alternatives to demolition were not discussed with the exception of an insurance estimate.
- ***If applicant claims lack of structural or architectural integrity as the reason for demolition, he/she must offer evidence prepared by a licensed engineer or architect as to the structural soundness of the building or structure.***
  - The condition of the structure is the primary reason for the demolition request. Evidence by a licensed engineer or architect was not provided.

Mr. Dutton stated that, though reports were not provided by licensed professionals (real estate/architect/engineer), Landmark Homes had expertise in evaluating structures, remodeling, new construction, and property valuation. He added that, as such, the purpose of this discussion was to assess the above submittal requirements and for the Board to consider whether Landmark Homes was qualified to provide such information.

Present for the discussion was Tim Pelton of Landmark Homes, 125 North Broadway Street. He stated that he was actually an architect by education, but that he worked as a builder and designer for Landmark. Mr. Pelton noted that Landmark Homes had been building homes in the Medina area for over 30 years. He stated that they had acquired 129 North Broadway Street around a year previously. He added that the structure had been considered a total loss by the previous owner's insurance company, so Landmark had purchased it at land value. Mr. Pelton stated that their intention was to potentially expand their office. He noted that their current goal was to make the building safe and then decide how to proceed. Mr. Pelton stated that they wanted to take the building down to the ground and start over. He noted that their plan was to place grass on the site for the time being and come back to the Board once their plans for future improvements were ready.

There was discussion on demolition application requirements and alternatives to demolition. Ms. Biggins-Ramer noted that the Historic Preservation Board had reviewed two demolition application within the last five years, both had submitted everything required for the application, and she would like to see these items submitted by Landmark Homes.

Mr. Pelton stated that he was willing to obtain the fair market value from a real estate professional. He noted that he did not want to spend the money to hire an outside architect or engineer, as Landmark Homes was qualified to provide the information. There was a further discussion on the property and the feasibility of alternatives to demolition.

Mr. Wiederhold stated that he would be comfortable with Landmark Homes providing the missing information, rather than an outside engineer or architect. He continued that the applicant was capable of providing information for a meaningful conversation about demolition. It was established that the Historic Preservation Board would accept the missing items from a real estate professional and Landmark Homes.

**Adjournment**

Having no further business, the meeting was adjourned.

Respectfully submitted,

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Sarah Tome

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Elizabeth Biggins-Ramer, Chairwoman