



**CITY of MEDINA**  
**Historic Preservation Board**  
**Regular Meeting Minutes**  
**June 8, 2023**

Meeting Date: June 8, 2023

Meeting Time: 5:00 PM

Present: Elizabeth Biggins-Ramer, Rebekah Knaggs, Leslie Traves, Matt Wiederhold, Andrew Dutton (Community Development Director), and Sarah Tome (Administrative Assistant).

Absent: Patty Stahl, Paul Wood

**Approval of Minutes**

Ms. Traves made a motion to approve the minutes from May 11, 2023 as submitted.

The motion was seconded by Ms. Knaggs.

Vote:

Biggins-Ramer	<u>Y</u>	Traves	<u>Y</u>
Knaggs	<u>Y</u>	Wiederhold	<u>Y</u>
Approved	<u>4-0</u>		

The Court Reporter swore in all attendees.

**Applications**

1. H23-06 Ian Jones 139 North Court Street COA

Mr. Dutton stated that the applicant was requesting Certificate of Appropriateness approval for the installation of a rear door system at 139 North Court Street. He noted that the building currently had three sets of identical windows on the rear (west) building elevation. Mr. Dutton stated that the applicant was proposing to replace the center window with a folding door system with a transom window above to accommodate a new tenant that needed access to the space.

Mr. Dutton stated that staff recommended approval of application H23-06 for the proposed door system.

Present for the case was Ian Jones, of MPG Architects, 3660 Embassy Parkway in Fairlawn. Mr. Jones stated that the request was to replace the current center storefront window with a folding door system that would match the existing storefront system.

Ms. Traves inquired as to the tenant going in to the space.

Scott Andrews of Packard Motors, the new tenant at 139 North Court Street, stated that the business was a revival of the original Packard Motors. He noted that he had acquired the rights to the brand and had been looking for a location for the brand's home. Mr. Andrews stated that the larger doors were needed to get cars into the room.

Mr. Wiederhold asked about the man door noted on the plans. Mr. Jones stated that the man door was a feature of these types of door systems. He added that they would not be using the man door as an exit. Mr. Wiederhold asked if there were any impediments to the parking lot and sidewalk that would require another application to the Board at a later date. Mr. Jones stated that since the sidewalk sloped, there were no impediments. He added that they would most likely use a removeable ramp to protect the sill of the door system when cars were being brought into the building.

There was a discussion as to the current window and transom system and the look of the new door. Mr. Jones stated that they would maintain the current look and sight lines with the new door.

Ms. Traves made a motion to approve the application as submitted.

Ms. Knaggs seconded the motion.

Vote:

Knaggs	<u>Y</u>	Wiederhold	<u>Y</u>
Traves	<u>Y</u>	Biggins-Ramer	<u>Y</u>
Approved	<u>4-0</u>		

2. H23-07                      Mark Klaus                      260 South Court Street                      COA

Mr. Dutton stated that the applicant was requesting Certificate of Appropriateness approval for a covered entry, awnings, façade modifications, and a roof replacement at 260 South Court Street. Mr. Dutton stated that the application included the following:

- Quoin Stones – Quoin stones were proposed on the north and west sides of the school building along the ends, corners, and base.
- Awnings – Awnings were proposed above the windows on the western face of the school building in the courtyard. The awnings would have the same design as previously installed awnings including asphalt shingles and a curved knee brace.
- Cornice – A cornice was proposed on the western face of the school building in the courtyard.
- Entry Ramp Cover – An existing ramp was proposed to be covered. This would include a pitched asphalt shingle roof, wood posts, and a stone half-wall.
- Utility Covering – A cover was proposed for the utilities along the left side of the school building.

Mr. Dutton stated that the application also included the replacement of a portion of the roof on the south side of the building. He noted that the roof of Castle Noel was already a mixture of materials including asphalt shingles and slate. Mr. Dutton stated that the proposed replacement of the roof was due to the condition of the current slate roof.

Ms. Biggins-Ramer stated that, because of the number of items included in the application, they would look at the case item by item. First, the Board considered the roof replacement.

Present for the case was Mark Klaus, of Castle Noel, 260 South Court Street. Mr. Klaus stated that the upkeep on a building was a constant struggle. He noted that he had been replacing slate on the roof every year. Mr. Klaus stated that last year his contractor told him that it was impossible to repair the roof any further. He added that he wanted to replace the roof as soon as possible so no one would get hurt by falling slate. Mr. Klaus presented the Board with a sample of the proposed Owens Corning dimensional shingle.

Ms. Biggins-Ramer inquired as to the asphalt shingles already present on the roof. Mr. Klaus stated that there were currently three different types of asphalt shingles on the roof. He added that he eventually wanted to go with one type over the whole roof.

There was further discussion as to the proposed asphalt shingles. Mr. Wiederhold made a motion to approve the reroofing of the south side of the Castle Noel building with the Owens Corning dimensional shingles. Mr. Klaus asked if approval of the asphalt shingle could be extended to cover the entire roof at Castle Noel. Mr. Wiederhold amended his motion to include the use of the presented asphalt shingle on any other areas of the roof in the future, as needed.

Ms. Knaggs seconded the motion.

Vote:

Traves	<u>Y</u>	Biggins-Ramer	<u>Y</u>
Wiederhold	<u>Y</u>	Knaggs	<u>Y</u>
Approved	<u>4-0</u>		

Next, the Board considered the covered entryway. Mr. Klaus stated that most of the concrete at Castle Noel was heated. However, he noted that the ramp had been existing when he purchased the property, so it was not heated. He added that it tended to get slick with snow and ice in the winter. Mr. Klaus stated that a roof would help prevent blowing snow from laying on the ramp. Mr. Klaus stated that he planned on using three types of stone in a similar color family for the half walls of the ramp so as to prevent a recurring pattern. He added that there would be sandstone caps and wood posts that matched the existing wood at Castle Noel in color.

Ms. Traves made a motion to approve the ramp as submitted.

Ms. Knaggs seconded the motion.

Vote:

Wiederhold	<u>Y</u>	Knaggs	<u>Y</u>
Biggins-Ramer	<u>Y</u>	Traves	<u>Y</u>
Approved	<u>4-0</u>		

The Board then considered the changes to the school building. Mr. Klaus presented the Board with samples of the cornice and quoin stones. Mr. Klaus stated that the school building currently looked very institutional. He added that he felt that the cornice and quoin stones made the building look right for the neighborhood. Mr. Klaus stated that he wanted the courtyard to feel like a village. There was a discussion as to the cornice and quoin stones. It was established that the colors presented on the sample cornice were the colors Mr. Klaus proposed to use on the building.

Mr. Wiederhold stated that he usually didn't approve of such changes from a historic preservation standpoint. However, he stated that, as this wasn't a primary façade and not altering a building that was considered historic, he felt that this was an improvement to the courtyard.

Mr. Wiederhold made a motion to approve the cornice and quoins for the school building.

Ms. Traves seconded the motion.

Vote:

Biggins-Ramer	<u>Y</u>	Traves	<u>Y</u>
Knaggs	<u>Y</u>	Wiederhold	<u>Y</u>
Approved	<u>4-0</u>		

Finally, the Board considered the awnings, flower boxes, and utility cover. Mr. Klaus stated that the current façade of the building was very flat and institutional. He noted that, with the addition of the cornice and quoin stones, the windows would look odd if he didn't add the awnings and window boxes. It was established that the shingles on the awnings would be a match for the asphalt shingles currently on the building. He noted that he wanted each of the buildings to have a slightly different style to complete the village-look he imagined for the courtyard.

It was established that the wood used for the beams on the awning and the window boxes would be stained to match that of the covered ramp. Mr. Klaus stated that, as he was using the courtyard as a patio, he was concerned about people coming into contact with the utilities on the north side of the school building. Because of this, Mr. Klaus stated that he proposed to build a cover to protect the meters. There was a discussion as to the utility cover. It was established that the cover would include timber trim and a slim cornice of a similar design to the cornice for the top of the school building.

Ms. Knaggs made a motion to approve the awnings, flower boxes, and utility cover.  
Mr. Wiederhold seconded the motion.

Vote:

Knaggs	<u>Y</u>	Wiederhold	<u>Y</u>
Traves	<u>Y</u>	Biggins-Ramer	<u>Y</u>
Approved	<u>4-0</u>		

**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