

**LANDMARKS COMMISSION  
CITY OF NORTH OL MSTED  
MEETING MINUTES OF AUGUST 9, 2010**

**ROLL CALL**

Mr. Schumann called the meeting to order at 7:03 p.m. in Council Chambers and Mr. Dubowski led the Pledge of Allegiance.

Present: Paul Schumann, Tom Dubowski, Dale Thomas, Don Rerko, Albert Richner,  
David Neville, John Lasko

Absent: Maryellen Davis, Mark Mahoney

Staff: Director of Planning Kimberly Wenger, Clerk of Commissions Donna Rote

**REVIEW AND CORRECTION OF MINUTES**

**Mr. Rerko moved, seconded by Mr. Richner, to approve the June 14, 2010 minutes, which was approved 7-0.**

**OLD BUSINESS**

- Ohio Historical Markers

Mr. Thomas said although the grant was not awarded for the Frostville marker they will still purchase the marker using private funds. The Ohio Historical Society advised him that there is a backlog of requests and the anticipated receivable date will be some time in November. He noted that he had not been contacted by them yet to discuss the appropriate text for the marker but would continue his efforts to have the wording finalized. Mr. Schumann said the Olmsted Historical Society will schedule the marker and building naming ceremonies at the same time.

- Cemetery Improvement Plan

Ms. Wenger said the surveying and staking of the two cemeteries is complete. City Intern Phil Tomko has been consulting burial records to determine if improvements are properly located in the cemetery. The efforts of properly staking the cemetery will assist when the city seeks to widen Butternut Ridge Road and add bike lanes. Mr. Thomas asked if the broken headstones were still in back of the shed and Ms. Wenger said she believed they were and mentioned that there are different schools of thought about what to do when headstones break, fall or fade some say replace or fix others say it is the course of nature. Mr. Schumann said that the original roadway was probably narrower than what it currently is as a carriage drawn hearse was not as wide as cars are today.

- Landmarks Guidelines Task Force

Mr. Schumann said the board received information on asbestos and lead paint laws which have recently changed following EPA standards. If any work is being performed on 8 square feet or more on a structure your contractor must be certified to deal with lead paint. If a homeowner is

doing their own work they do not require a certificate but all contractors will need certificates to work on homes built 1978 and earlier. Asbestos is also another area that their guidelines should address as most of the homes along Butternut Ridge have asbestos and lead paint. Ms. Wenger briefly reviewed discussions which area planners have had on the new laws and how they would affect those owners trying to improve their homes. Mr. Richner said if 50 square feet or more is being touched when asbestos is involved you must have a certified professional do the work. Mr. Schumann and Mr. Richner will work on creating an informational piece which can be given to the homeowners so they are aware of the new laws. Ms. Wenger said the commission and city can look into available funds or grants that could assist homeowners when having to deal with the new EPA regulations. Mr. Schumann said once the commission adopts a set of guidelines they can place them on the city web site and be made available through the Building Department.

The Commission also discussed the use of brick pavers for driveway material. Sample brick pavers were reviewed and the sample which was the most historically accurate was a sand based type. Mr. Rerko thought there should be two types chosen, one for residential use and one for commercial use. There should also be a type and style that the city should use. Mr. Schumann thought Planning and Design Commission should also address the types and styles which could be used. Mr. Schumann thought the commission could only suggest a specified style. Mr. Rerko said the city couldn't require owners to purchase their pavers from a specific location but they could choose a style and color range that can be readily found. Mr. Parry suggested using true fire brick pavers and not concrete colored bricks as the color in those bricks fade. Mr. Rerko will research a little more to make sure the style and colors they recommend are readily available.

- CLG Grants update

Ms. Wenger said the CLG grant application was not approved and unfortunately she was not aware of the second round being conducted until after the deadline passed. In researching the projects which received funds she noted that the City's request was on the high side. She will continue to communicate with the Ohio Historical Society to discuss applying in 2011 and now that the parameters are known the commission can adjust the project to be more competitive.

## **NEW BUSINESS**

### **North Olmsted Emergency Food Cupboard; 26272 Butternut Ridge Road,**

A request for a Certificate of Appropriateness for alterations to existing home and site

Ms. Wenger said the food cupboard project will be located on city property along Butternut Ridge Road which has had multiple uses such as Horizons and the Senior Transportation Connection dispatch center. The city has a need for relocating the food cupboard which is located in the basement of Old Town Hall. As the basement is not ADA accessible and poses safety hazards for anyone who uses the narrow steps. The city applied and received a Community Development Block Grant to move the food cupboard to the Butternut Ridge site. As the building is located within the historical district the architect has worked to design the exterior in a manner that appears to be a home befitting the historical district.

Exterior changes include what is believed to have been a single car garage converted into living space being restored and used as the receiving point for the monthly delivery. Instead of a typical garage door it will be a side by side carriage house type door. The front door will be replaced with a window as the front of the building will not have traffic as all foot traffic will be at the back of the house. The existing rear deck/ramp will be removed and replaced with a sloped walk up to the entrance door. The existing roof will not be replaced but new windows and new siding will be installed. The building will be warmed up with the use of earthy color tones. The architect tried to give the home a 1950's or 1060's style bungalow appearance. She is looking to see how the commission feels the renovations would work in the historic district.

Mr. Schumann asked if the large tree would remain on the site or be removed. Ms. Wenger reviewed how delivery trucks would maneuver the site for front deliveries. No trees will be removed unless their condition warrants their removal. During the survey it was discovered that the driveway encroaches upon the neighbor's property so it will be reconfigured however due to costs the utility pole will remain in its current location. Traveling east on Butternut the site is easily accessible but for traffic traveling west due to the angle of the turn it is not as safe. Mr. Schumann asked the hours of operation and Ms. Wenger said operation hours would follow City Hall hours of 8:00 am to 5:00 pm mainly on Tuesdays for packing and Wednesday for client pickups with occasional Saturdays involving volunteers. Mr. Schumann asked about rear outdoor lighting and Ms. Wenger said an existing motion detector will be replaced with a light which is not as offensive to the neighbor. Mr. Schumann suggested including soft lights along the landscaping in the front for additional security. Mr. Thomas asked if there was enough parking to accommodate the activity and Ms. Wenger said there is about 20 parking spaces along the rear of the site and if needed the parking lot could be expanded. The site will only be used for the food cupboard. Mr. Schumann reviewed the current conditions of the home and said he liked that there would be different size siding and scallops in each of the peaks. Ms. Wenger noted that there would be no changes to the footprint of the building. A brief discussion ensued as to when and how the home was acquired by the city. The outer buildings behind the home will remain. The yellow shed may be painted and used by the community gardeners in the future. Mr. Richner asked who chose the colors and Ms. Wenger said for now the colors shown were chosen between the architect with her input but as things progress she may seek color guidance from the commission.

**Mr. Neville moved, seconded by Mr. Rerko, to grant a Certificate of Appropriateness for the North Olmsted Emergency Food Cupboard at 26272 Butternut Ridge Road which was approved 7-0.**

- 27150 Butternut Ridge Road

Butternut Ridge homeowner Robert Parry was present to discuss replacing the original wood single pane windows on his home with vinyl double pane energy efficient windows. The home was built in 1917 and has 21 windows. The price for replacing the windows with wood windows would be unreasonable. He asked if vinyl windows were allowed in the historical district. Mr. Schumann asked if the double hung style windows would be used and Mr. Parry said it would and they even thought of having grills installed between the glass panes to make the windows appear to be a prairie style window. The window frames will not be modified the new windows

would fit into the existing openings. Mr. Schumann said the commission was in the process of creating a set of guidelines to assist residents in the historic district. As far as windows they look to see if the window style and sizes matches the existing windows. Mr. Parry said the windows would be custom made to fit the openings and the style would be the same. Board members felt that although they haven't seen the samples or photos yet what they were hearing the homeowner explanation seemed to match what they would like to see installed.

- Homecoming Festival

Homecoming is August 26 to 29 and the City will have the big tent the night of the 27<sup>th</sup>. The board briefly discussed the homecoming theme which is Salute to Veterans and working with the Historical Society to borrow artifacts to have in the tent. There will be refreshments, music and dance demonstrations and having artifacts in the tent would be beneficial.

### **ADJOURNMENT**

**Mr. Rerko moved, seconded by Mr. Thomas, to adjourn the meeting at 8:00 p.m., which was approved 7-0.**

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Paul Schumann, Chair

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Donna Rote Clerk of Commissions

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Date