

HISTORIC VERMILION DESIGN REVIEW BOARD

Meeting Minutes of June 2, 2021 @ 6:00 pm

Roll Call: Robbie Brown, Brenda Miklos, Judy Williams, Marilou Suszko, Susan Cairns

Robbie Brown, Chairwoman called the Wednesday, June 2, 2021 meeting to order.

APPROVAL OF MEETING MINUTES:

J. Williams MOVED: R. Brown seconded to approve the meeting minutes of May 5, 2021. Roll Call Vote 5 YEAS. MOTION CARRIED.

OLD BUSINESS:

Marilou Suszko said she owed the Historic board an apology as she felt she led them down the wrong road with some misinformation at last month's meeting. She said she could not grab the word she wanted fast enough, and she referred to a sign as a "resin", which is a plastic. She said the word she was looking for was high-density urethane, which is a product that can be carved to look like wood. Secondly, she said they are looking at information that is 20 years old and it is time to identify what their acceptable materials for signage are because the industry has changed so much in 20 years. This is so they do not run into this kind of mistake again. Additionally, she noted the applicant moved ahead with the signage process – it was in production, and she thought they need to set a standard where they have some time to look at something and not feel pressured at the moment to make decisions because if it is something that does not pass through the board, then they have created hard feelings with the applicant and new business owner in town. She said they need to review the appropriate materials and they need to set a practice where they have two weeks or 30 days to look at the application and signage because things need to be more complete rather than catching them off guard. R. Brown agreed and said she spoke with the building department about telling the applicants they have to come before the board for approval before starting any work. She said she has spoken with G. Fisher and has been collecting information that the board is supposed to be adhering to. She said the information needs to be reviewed and hopes they can have a meeting to give this information to Council for approval of code changes. G. Fisher suggested scheduling a work session on a separate day to review this information. R. Brown said she will come up with a date to meet so they can work on clearer guidelines. G. Fisher said she would work on pulling information from other historic communities. M. Suszko said businesses need to know they need to wait for approval, but one of the cost of business is temporary signage – it does not have to be expensive, but if they want to set up business right away and they do not want to wait for signage that requires a building permit, then they should explore temporary signage. R. Brown thanked M. Suszko for expressing her thoughts to the board.

(Commercial) Applicant: Mercedes Mitchell, 5312 ½ Liberty Avenue (Signage)

Mercedes Mitchell said she changed the size of the original sign and the colors to match the historic buildings surrounding it. She provided pictures of the signs that will be on her entrance door, garage door, and in front of the building.

M. Suszko asked if there was any existing lighting for her signage. M. Mitchell said she has not heard anything about lighting and has never seen lighting there. M. Suszko said signage just does not indicate that you are open, but when people are traveling around at night this is how they discover new businesses in town, so if she has lighting issues, then she may want to look into this. R. Brown did not believe there was any lighting there and noted the owner of the building parks his truck in front of the signage area. M. Mitchell believed there was a light behind the building, but not in front of it by the main road.

R. Brown said on the sign there is a lot of verbiage and questioned if they usually have this much on signs. M. Suszko said not typically. They usually see in Harbour Town the name of the building and often the phone number. She said most of the buildings downtown have the opportunity to put signage on the façade up high and then they use their window space for additional information, but M. Mitchell does not have this because she does not have a window, so she would understand the need for this.

J. Williams asked the size measurements of the sign. M. Mitchell said the front sign is 6' x 4'. S. Cairns suggested that she pick out her most relevant words which catches the main business sense. If the phone number and business name is prominent, then she thinks she could get away with taking some of the verbiage out of there so it is not so visually busy because people may not catch the stuff you want them to catch if there is a lot to look at. M. Mitchell asked if the board would be comfortable with just the stars and moon on the big sign that will be on the main road. G. Fisher said she was questioned if signs in the Harbour Town allow graffiti artwork. R. Brown said if she takes off the verbiage and leaves the moon and stars on the main road sign it would be better. She likes a cleaner sign that is not too busy.

J. Williams asked M. Mitchell if she already ordered the sign. M. Mitchell said no.

B. Miklos MOVED, J. Williams seconded to approve a 6' x 4' sign with stars and the moon that will be placed in front of the building on Liberty Avenue, another sign on the front garage, one on her main door, and one by the building. Roll Call Vote 5 YEAS. **MOTION CARRIED**.

NEW BUSINESS:

(Residential) Applicant: Patricia Stein – 5718 Huron Street (Garage Door)

Due to no representation, this application was tabled to the July meeting.

(Commercial) Applicant: Chuck Norton – 5463 Huron Street (Rear Access)

This matter was removed from the agenda at the applicant's request.

(Residential) Applicant: Jeff Thayer – 566 Main Street (Sidewalk, Deck, Handrails) & 5585 Ferry Street (Sidewalk)

Jeff Thayer said he wants to replace the sidewalk from his driveway up to his front porch at 566 Main Street and wants to resheet the deck with plywood and repair the rotten decking. He also will add railing around the porch which will be made of wood. He will do the work himself and a friend will pour the concrete. M. Suszko asked if the sidewalks in Harbour Town are required to be so wide. Mayor Forthofer said this is stipulated in the code. M. Suszko asked if he was replacing the sidewalk all the way from the front of his home all the way around to Ferry Street. J. Thayer said yes, and also past his rental property and the sandstone will be removed.

R. Brown MOVED, S. Cairns seconded to approve the applications as submitted for the sidewalk, deck, and railing at 566 Main Street and for the sidewalk at 5585 Ferry Street. Roll Call Vote 5 YEAS. **MOTION CARRIED**.

(Residential) Applicant: Chuck & Judy Morgan – 5491 Ohio Street (Roofing)

Chuck Morgan said his intent is to replace the roof on his home with sierra gray shingles, along with replacing the gutters and downspouts (white). He noted that New Castle Roofing of Avon Lake, Ohio will be doing the work.

J. Williams MOVED; B. Miklos seconded to approve the application as submitted for the roof. Roll Call Vote 5 YEAS. **MOTION CARRIED**.

(Residential) Applicant: Judy Haseley – 5832 South Street (Shutters, Doors, Windows, Trim, Exterior Painting)

R. Brown noted the applicant previously submitted a picture of her home along with the color palette she is wishing to choose from.

J. Haseley said she will be repairing and painting the existing aluminum siding/trim/shutters/garage. She proposed painting the house in mountain gray and the shutters and door in blue, yellow or coral as shown in the color palette as provided. S. Cairns asked if she was painting the crawl space. J. Haseley said she may but was not certain at this time.

S. Cairns MOVED, M. Suszko seconded to approve the improvements and color palette as proposed by the homeowner. Roll Call Vote 5 YEAS. **MOTION CARRIED**.

(Residential) Applicant: Cathy Huffman Werner – 5745 Huron Street (Doors, Windows, Trim)

Cathy Huffman Werner provided the board with various pictures of her proposed improvements to her house and garage door. Emergency repairs on the southern garage windows are being replaced due to rain leaking into garage during recent rainstorms. The replacement windows are slightly larger as the same size/style windows were unavailable. The two lower awning style windows are being replaced with sliders. The upper rotted double hung window will be replaced with a louver as this window is only accessible using a tall ladder. The louver style selected is consistent with the existing louvers located on the north, east, west, and south sides of the house. Pictures are included to show the rotted wood, window and louver mentioned. The original garage doors are being replaced due to water damage on bottom right corners of the doors – painters noticed this issue last summer when the exterior house and garage wood trim were painted. The new doors are similar in style to the previous door and match other doors in the neighborhood. To provide a consistent and appealing appearance from the south of the garage looking north, an additional matching decorative louver will be installed to cover the upper exterior door frame located on south side of house. This louver is consistent in appearance to the previously existing/new louvers on the house previously mentioned.

M. Suskzo said typically houses in this neighborhood of this era have double hung windows, which she has a lot of it. However, usually they do not see sliding windows. C. Huffman Werner said she understands this, but they were not available, so they opted for something as close as they could, and this was the only thing available. She said they are on the south side of the garage, so they are only visible from the Wakefield house. J. Williams said she loves the trim on the house. R. Brown agreed and noted she was glad they were keeping the trim.

J. Williams MOVED, R. Brown seconded to approve the improvements as submitted and as described by the homeowner. Roll Call Vote 5 YEAS. **MOTION CARRIED**.

(Residential) Applicant: Lisa Kaplan – 678 Main Street (Windows/Concrete Patio)

James Allen of Affordable Renovations was present on behalf of the applicant and business owner Lisa Kaplan. He explained they will be installing two vinyl white windows and will put in a full concrete patio with a couple garden boxes of flowers. M. Suszko said she has been following Lisa from the day she bought this building, and she did a good job of rehabbing the building. She also likes what she is doing outside because there is the potential of activity in the back parking lot area, which is a thoughtful approach.

M. Suskzo MOVED, S. Cairns seconded to approve the improvements at 678 Main Street as described by James Allen. Roll Call Vote 5 YEAS. **MOTION CARRIED**.

ADJOURNMENT:

R. Brown adjourned the meeting upon no further discussion.

Next Meeting:

Wednesday, July 7, 2021 @ 6:00 p.m.

@ Vermilion Municipal Complex, 687 Decatur Street, Vermilion

Transcribed by Gwen Fisher, Certified Municipal Clerk