

**G**lendale **P**lanning and **H**istoric **P**reservation **C**ommission  
**Monday, January 9, 2023**  
**Meeting Minutes**

Pursuant to notice, the Glendale Planning & Historic Preservation Commission met at 5:30 pm on Monday 9 January 2023 at the Glendale Town Hall.

**In Attendance:** Chairman Tom Breidenstein, Vice Chairman Tom Kerr, Secretary Leslie Cooper and members Beth Sullebarger, Dan Mayzum. Village Administrator David Lumsden and Village Clerk Becky Terrell were also present. Members Bob Kooris, Randy Green and Mayor Don Lofty were absent.

Unless otherwise indicated, it should be assumed that Mayor Lofty has abstained on all Commission votes, either because they involved Certificates of Appropriateness or because they involved matters which are likely to come before Council where he presides.

Chairman Tom Breidenstein called the meeting to order at 5:30 p.m. and declared a quorum present.

### **Agenda Items**

**I. Review and approval of Meeting Minutes.**

**7 November 2022 Regular Meeting Minutes.** Ms. Sullebarger moved to approve the minutes as submitted with the revision of inserting Pandy Pridemore, owner of 400 East Sharon, into Item 5 about 1021 Morse Avenue. Vice Chairman Kerr seconded the motion, and it passed via unanimous Planning Commission voice vote.

**5 December 2022 Regular Meeting Minutes.** Ms. Sullebarger moved to defer action. Vice Chairman Kerr seconded the motion. The motion passed via unanimous Planning Commission voice vote.

**II. Nomination & Election of Officers and Review of Bylaws**

**Election of Officers:**

Ms. Sullebarger nominated Mr. Tom Breidenstein, Mr. Tom Kerr and Ms. Leslie Cooper as Chairperson, Vice Chairperson and Secretary respectively. Mr. Mayzum seconded the motion and the motion passed via unanimous Planning Commission Voice Vote

### **Historic Guideline Annual Review:**

Chairman Breidenstein introduced the annual review of the Historic Guidelines asking if the Planning Commission had any suggested revisions. After hearing no suggestions, Chairman Breidenstein stated that revisions could be brought up at any time during the year.

III. **Old Business** – there was no old business discussed.

IV. **New Business**

### **Appropriateness Review of Official Applications**

1. **930 Congress Avenue, Princeton City Schools, railing replacement. Mr. Brian Wooste** was present to represent the application stating that the railing to be replaced is on the north facade. Vice Chairman Kerr asked which school (Glendale Elementary) and the plan (a phased replacement). Ms. Sullebarger asked if the existing railings are original to the building, and Mr. Mayzum said that it appears that they are original. After reviewing the images, Chairman Breidenstein stated that he was hesitant to act without additional details as images/drawings of what/where is being replaced needs to be documented. Vice Chairman Kerr motioned to defer action until further details are provided. Mr. Mayzum seconded the motion and the motion passed via unanimous Planning Commission voice-vote.
2. **1031 Greenville Ave., John Amneus, window replacement. Mr. Amneus**, resident, was present to represent the application stating the current windows are from an early 80's renovation and need to be replaced. The windows proposed are Renewal by Anderson. Vice Chairman Kerr asked Mr. Amneus to clarify the proposed window lights [current appear to be 1 over 1 and the proposal includes 2 over 2 and 1 over 1]. Ms. Sullebarger stated the application shows 2 over 2 in some areas and that is appropriate and asked the existing window material [aluminum] and the new material [composite]. Ms. Sullebarger noted that simulated divided lights with the spacer between the glass are required by the Guidelines. Ms.

Sullebarger moved to approve the application with provisions that the 2 over 2 lights have simulated divided lights. Mr. Mayzum seconded the motion, and it passed via unanimous Planning Commission voice vote.

3. **825 Greenville Ave., Kaitlin & Michael Holbrook, box gutter rebuilding. Ms. Holbrook**, resident, was present to represent the application stating that the roof and gutters need maintenance due to deterioration and internal damage. The existing liners will be removed and replaced, and any damaged wood identified will be replaced. The roof will be replaced in order to function optimally. Mr. Mayzum asked if there were any material samples, and she offered an image for review [Owens Corning shingle]. Ms. Sullebarger commented that dimensional shingles were not appropriate for this house. The roof pitch is very shallow, and the house may have had a standing seam metal roof. She suggested flat 3-tab shingles and added that the home, known as Ashlea, is one of the most significant houses in the Village and subject to an easement held by the Cincinnati Preservation Association and contacting them will be required before any work can be started. Ms. Holbrook stated that the shingle included in the application is not what is being used, and Mr. Mayzum stated that samples are required for review and the approval of the Preservation Association is also required. Mr. Mayzum motioned to defer action to February. Ms. Sullebarger seconded the motion and it passed via unanimous Planning Commission voice vote.
4. **1205 Congress Ave., James Brossart, fence. Mr. Brossart**, homeowner, was present to represent the application. Following the removal of a honeysuckle barrier, the neighbor requested a privacy barrier be installed. This application is a result of that request. There will be additional fence replacement as clean up progresses. Vice Chairman Kerr suggested reviewing the placement near the driveway to ensure there is enough space to open the car door. Ms. Sullebarger stated that a natural material is preferred, but vinyl has been approved and stated the fence design is appropriate. Vice Chairman Kerr moved to accept the application as submitted. Ms. Sullebarger seconded the motion. The motion passed via unanimous Planning Commission voice-vote.

**IV. Public Addressing the GPHPC & Other Business – No Public Comments or other business was discussed.**

- V. **Adjournment:** At 6:00 p.m. Vice Chairman Kerr motioned to adjourn the meeting Ms. Sullebarger seconded the motion, and it passed unanimously via Planning Commission voice vote.

**Next regular meeting – Monday February 6, 2023 at 5:30 pm**

Submitted by Secretary Leslie Cooper

As assisted by Clerk Becky Terrell