

Glendale **P**lanning and **H**istoric **P**reservation **C**ommission
Monday, June 5, 2023
Meeting Minutes

Pursuant to notice, the Glendale Planning & Historic Preservation Commission met at 5:30 pm on Monday 5 June 2023 at Glendale Council Chambers.

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

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.**

1 May 2023 Regular Meeting Minutes. Ms. Sullebarger moved to approve the minutes as submitted. Mr. Green seconded the motion. The motion passed via 5-0-1 Planning Commission voice vote with Vice Chairman Kerr abstaining.

II. **Old Business**

III. **New Business**

Appropriateness Review of Official Applications

1. **313 E. Willow Ave., Rachel Porter, Parking Pad and Awning.** Ms. Porter, home owner, was present to represent the application noting that the intent is to add a second parking space due to limited street parking. Vice Chairman Kerr asked if additional street cut would be required or if widening the existing is needed. Ms. Porter said that a wider cut would be needed and Village Administrator Lumsden

stated that Mr. Alderfer would oversee the curb cut requirements. Mr. Kooris asked if any sidewalk was being replaced and noted the difference in sidewalk cement requirements. Village Administrator Lumsden stated that the appropriate cement will be required for any sidewalk replacement. Vice Chairman Kerr asked if there was an ordinance regarding the maximum number or size of curb cuts and Village Administrator Lumsden stated that there is a maximum of 2 curb cuts per house per street. Ms. Sullebarger asked about any set back requirements since this is a parking pad and not a driveway. After review, it appears that there is a 5' set back requirement. Ms. Porter asked for guidance regarding a front awning to protect the doors from the weather. After discussion, Vice Chairman Kerr suggested contacting an architect for further ideas. Ms. Sullebarger moved approval of the parking pad as submitted with Mr. Alderfer overseeing the curb cut. Mr. Mayzum seconded the motion. The motion passed via unanimous Planning Commission voice vote.

2. **235 Coral Ave., Susan Kreuzmann, addition. Ms. Julie Fallon**, architect, was present to represent the application stating the request is to add a mudroom/utility/garage space at the living level. Currently the driveway is at the lower level and the existing garage at basement level will remain. Ms. Sullebarger stated that additions to the side and rear footprint must be less than 50% of the existing footprint and the plan appears to conform to that requirement. Mr. Mayzum stated that the current house is brick finished and the proposed addition finish is siding. Ms. Sullebarger asked about the driveway requirement and it was stated that Ms. Kreuzmann would prefer to extend the driveway but that is not part of today's application. Village Administrator Lumsden stated that the original zoning approval is contingent upon removal of a portion of the driveway that encroaches upon the 5' setback and a variance process would be required if the setback was not met. Mr. Mayzum asked the driving reason for doors on both sides of the vestibule and it was noted that the west door goes to the fenced in area for the dogs and the other is for people access. Chairman Breidenstein asked if there is a fencing component to the request and Ms. Fallon said that a fence was approved previously and the additional fence was submitted. Mr. Green moved approval of the application with the exception of the driveway encroachment. Mr. Kooris seconded the motion. The motion passed via unanimous Planning Commission voice vote.
3. **940 Woodbine Ave., Thomas and Mary Beth Morris, deck revision. Ms. Fallon**, architect, was present to represent the application stating this is a modification to the

previously approved deck plan. The revised plan is smaller than previously approved plan and the steps are L-shaped. Ms. Sullebarger move to approve the application as submitted. Vice Chairman Kerr seconded the motion. The motion passed via unanimous Planning Commission voice vote.

4. **11 Village Square, Momin 1927 LLC, signage. Brooke Alini, representing Atlantic Sign Company** was present to represent the application stating the signage would be vinyl installed from the interior. The signage will be identical to what is installed currently. Ms. Sullebarger said the text is hard to read. Mr. Green moved to approve the application as submitted. Mr. Kooris seconded the motion and the motion passed via unanimous Planning Commission voice vote.

IV. Public Addressing the GPHPC & Other Business

Nobody addressed the Commission.

- V. **Adjournment:** At 6:08 p.m. Mayor Lofty motioned to adjourn the meeting, Mr. Mayzum seconded the motion, and it passed unanimously via Planning Commission voice vote.

Next regular meeting – Monday July 10, 2023 at 5:30 pm

Submitted by Secretary Leslie Cooper

As assisted by Clerk Becky Terrell