

CITY OF AURORA  
OHIO  
**Landmark Commission**  
Meeting Minutes  
August 18, 2016

The Landmark Commission met in a scheduled meeting Thursday, August 18, 2016 in the Council Chambers at City Hall. The meeting was called to order at 6:30 p.m. by Chairman Jeff Clark.

**ROLL CALL:** Present: Lauren Broderick, Vice Chairman  
Jeff Clark, Chairman  
Jason Coleman  
Tim Holder  
John Kudley, Vice Chairman  
Absent: Richard Fetzer, Historical Society Advisor  
Also Present: Meredith Davis, Asst. Director, Planning, Zoning, & Building  
Ronald Lowe – Architectural Advisor  
Marie Lawrie, Secretary

**APPROVAL OF MINUTES:**

**MOTION: To adopt the minutes from the June 16, 2016 meeting**

Mr. Clark moved, Ms. Broderick seconded, and the motion carried on a unanimous voice vote.

**OLD BUSINESS:**

**SEAN BARBINA, 59 S CHILLICOTHE RD REPLACEMENT WINDOWS**

Sean Barbina, property owner was on hand to answer questions. He was seeking a Certificate of Appropriateness to replace 11 windows on his home. The windows would be a composite material with muntins to match existing. The simulated true divide windows will be constructed with a 6/1 muntins pattern and a 9/1 muntins pattern to match the existing patterned windows that will be replaced. The existing 11 windows have broken panes, lost weights and rotten sashes. This is prevalent on the south side of the structure. When asked, Mr. Barbina stated that the exterior trim would be wood. Windows which are close together, divided by a large trim piece currently will be replaced with another trim piece to give it that same look.

Mr. Lowe was asked to comment on the project. He stated that he was happy to see the restoration of this home. He stated that when the renovation is complete, it should add to the streetscape of the district. Board members agreed.

**MOTION: To issue a Certificate of Appropriateness for the 11 replacement windows**

Mr. Coleman moved, Ms. Broderick seconded, and the motion carried on a 5-0 roll call vote.

Yeas: Mr. Coleman, Ms. Broderick, Mr. Clark, Mr. Holder, Mr. Kudley

Nays: None

The roof of 59 S Chillicothe Road was also discussed. Mr. Barbina spoke with a historical consultant as well as a consultant from Durable Slate who informed him that his slate roof has plenty of life left. There was a discussion about keeping the temperature the same on each side of the slate roof. The problem currently is the gutter and downspouts. They are in poor condition and are not functioning properly. The current gutters are not made of galvanized material. Wet pine needles sat in the gutters for long periods of time and rotted the gutters. The gutters are twisted and none of the gutters are functioning. The lower porch roofs are asphalt shingles. These need to be replaced. The porch railing needs to be selected. Materials and plans will be forthcoming.

**NEW BUSINESS:**

**2017 BUDGET**

After discussion, the following request for funding will be forwarded on for approval:

0119-5000-5-4957 Landmark <b>Consultants</b> , Brochure, Events, <b>Dedications</b>	\$6,600.00
0175-7000-5-9972 Landmark Historic Preservation Handbook	\$3,000.00
0175-7000-5-9974 Historic Markers & Banners	<u>\$1,200.00</u>
Total	\$10,800.00

The \$6,200.00 allotted in the 2016 budget for Historic Markers & Banners will be used for the Ebenezer Sheldon, Esq. historic marker and the Geauga Lake marker.

The word **Consultants** replaces Advisor on the first line item to cover other outside sources in addition to the Advisor who may be needed throughout the year.

The word **Dedications** is being added to the first line item to cover the cost of ceremonies to dedicate the historic markers, once they are delivered and installed.

This budget request will be forwarded on to the Mayor and City Council.

**MOTION: To respectfully request the outlined amounts for the 2017 budget**

Mr. Coleman moved, Mr. Kudley seconded, and the motion carried on a 5-0 roll call vote.

Yeas: Mr. Coleman, Mr. Kudley, Ms. Broderick, Mr. Clark, Mr. Holder

Nays: None

**MISCELLANEOUS:**

**Badges**

There was a discussion about the replacement windows approved at the last meeting. Mr. Clark stated that the windows may have been original after all. There was a conversation about the badges that Board of Zoning Appeals and Architectural Board of Review have. This badge allows them to visit the properties on the upcoming agenda to help with the approval process. Badges will be ordered for members of the Landmark Commission. They would be able to contact the property owner and identify themselves should a visit to the site be necessary to make a decision for a Certificate of Appropriateness.

**Project Files**

Mr. Clark informed the members that there are files located in the Building Department with information on projects that have come before the Landmark Commission. This is a useful resource. Members can visit the Building Department for more information. There was information on the last time the slate roof at 59 S Chillicothe Road was repaired. He found information about the Giles Cemetery located on Aurora Lake Road. There was talk about missing headstones. Mr. Lowe spoke about that project including expanding the boundary. Mr. Clark thanked Ron Lowe for all his work over the years.

**Utica Trip for Mr. Kudley**

Mr. Kudley announced he would be traveling to Utica on August 30<sup>th</sup> for a regional Sheldon Reunion to speak. There are over 60,000 people who are Sheldon's. It is possible they may choose Aurora for the following year reunion location. He expects around 100 people might attend.

**ADJOURNMENT:**

**MOTION: To adjourn the meeting**

Mr. Clark moved to adjourn at 7:11 p.m. Mr. Coleman seconded, and the motion carried on a unanimous voice vote.

---

Jeff Clark, Chairman

---

Marie Lawrie - Secretary