

**CITY OF DELAWARE**  
**HISTORIC PRESERVATION COMMISSION**  
**AGENDA**  
**CITY COUNCIL CHAMBERS**  
**1 SOUTH SANDUSKY STREET**  
**6:30 P.M.**

REGULAR MEETING

JANUARY 23, 2019

1. ROLL CALL
2. APPROVAL of the Motion Summary of the Historic Preservation Commission meeting held on November 28, 2018 as recorded and transcribed.
3. REGULAR BUSINESS
  - A. 2018-3182: A request by Manos Properties LLC - Sandusky Street Lofts for a Certificate of Appropriateness for exterior improvements to 30 North Sandusky Street which is zoned B-2 (Central Business District) and located in the Downtown Core Sub-District of the Downtown Historic District Overlay.
  - B. DISCUSSIONS / PRESENTATIONS
    - (1) Fiberglass-Clad Windows –  
Presentation by Justin Hegenderfer for Marvin Windows
    - (2) Sidewalk Vestibules Design Standards
4. STAFF COMMENTS
5. COMMISSION MEMBER COMMENTS AND DISCUSSION
6. NEXT REGULAR MEETING: February 27, 2019
7. ADJOURNMENT

**HISTORIC PRESERVATION COMMISSION  
MOTION SUMMARY  
November 28, 2018**

ITEM 1. Roll Call

Chairman Hatten called the Historic Preservation Commission meeting to order at 6:59 p.m.

Members Present: Joe Coleman, Cara Hering, Erinn Nicley, Sherry Riviera, Stephanie Van Gundy, and Chairman Mark Hatten

Members Absent: Councilman Kyle Rohrer

Staff Present: Dianne Guenther, Development Planner, Dave Efland, Planning and Community Development Director, Ted Miller, Parks and Natural Resource Director, and Jackie Walker, Assistant City Manager

**Motion to Excuse:** Mr. Nicley motioned to excuse Councilman Rohrer, seconded by Ms. Riviera. Motion approved by a 6-0 vote.

ITEM 2. APPROVAL OF MOTION SUMMARY of the Historic Preservation Commission meeting held on September 26, 2018 as recorded and transcribed.

**Motion:** Mr. Nicley motioned to approve the Motion Summary of the Historic Preservation Commission meeting held on September 26, 2018, as recorded and transcribed, seconded by Vice-Chairman Coleman. Motion approved by a 6-0 vote.

ITEM 3. REGULAR BUSINESS

- A. 2018-2725: A request by Stacy and Dan Stultz for an Informal Review for a proposed facade renovation at 53 North Sandusky Street which is zoned B-2 (Central Business District) and located in the Downtown Core of the Downtown Historic District Overlay.

Chairman Hatten informed the Commission that staff made him aware that the applicants postpone Application 2018-2725. Mr. Efland made the Commission aware that it will be removed from the agenda until the applicants are ready to present to the Commission.

- B. 2018-3018: A request by the City of Delaware for an Informal Review for a City Hall Annex proposed concept plan for 20 East William Street which is zoned B-2 (Central Business District) and located in the Transitional Sub-district of the Downtown Historic District Overlay.

Chairman Hatten discussed the informal review process and that no decision will be made at the meeting.

APPLICANT:

Jackie Walker

City of Delaware, Assistant City Manager

Mrs. Walker discussed the proposed project to take 20 East William property and turn the area into a welcome center in the downtown area. She discussed that an appraisal was done. She discussed that the block is growing and staff is anticipating the need for increased parking and this area can increase the parking and create a safer driveway to get in and out of the lot. She provided a conceptual plan of the proposed welcome center. She discussed that public comments have requested a downtown green space, wayfinding and public restrooms. She discussed having interactive wayfinding signage. She discussed using a citizen engagement tool to reach out to the citizens to determine what they would like to see and benefit the downtown businesses. Mr. Efland discussed efforts to work with the neighbors to the east to have access to the parking lot, but currently it is not up to standards. Mrs. Walker discussed the agreement with CoHatch to have five parking spaces.

Mrs. Walker discussed the use of the back half of the City Hall Annex building and that it provided much needed office space for CoHatch, so the decision was to not remove the back half of the building as access to parking.

Mr. Coleman discussed that there are only so many significant older buildings in the downtown area of Delaware and the purpose of the Historic District is to tear down but to preserve the buildings. He voiced a concern that this would set a precedent in the downtown area. He will not support the proposal.

Vice-Chairman Hatten discussed that there are other uses for the building and if the City does not have the use for the building they should consider selling the property that can be used for further development. He stated that the Commission would not allow for private owners to demolish the building for parking.

Ms. Riviera voiced that she would not support the plan and that the City could find other options for parking.

Mr. Nicley encouraged the City to find a compromise. He did not see much change from the proposal presented to them before. He discussed the need for parking for the City Hall Annex.

Ms. Van Gundy discussed as a real estate agent that she would predict a lot of interest for the building by entrepreneurs. She discussed views posted on social media from both sides. She proposed the idea of selling the building and allowing the buyer to reinvest in the property.

Ms. Hering discussed different opportunities for growth for the building.

PUBLIC PARTICIPATION:

Larry Vance  
188 North Franklin Street  
Delaware, Ohio

Mr. Vance provided information on his background on masonry restoration. He discussed that he often receives questions about location of public restrooms in the downtown area and feels that the City could utilize the current building as a public restroom.

Mrs. Walker discussed that the public facilities style that they are looking at would be a full functioning restroom and the style does not encourage individuals to set up in the bathroom and provides more visibility. She explained that the city did not have plans to staff the facility. A discussion was held on if the City could use the current building for public bathrooms and child care center. Mrs. Walker discussed that would be a safety concern to have a non-staffed facility and the cost of insurance to provide child care.

- C. 2018-2885: A request by Delaware Hotel Associates LLC dba Fairfield Inn & Suites by Marriott for a Certificate of Appropriateness for the demolition of an existing structure and construction of a hotel at 53 and 0 East Winter Street which are zoned B-3 (Community Business District) and located in the Transitional Sub-District of the Downtown Historic District Overlay.

Ms. Guenther discussed the location of the project and current zoning of B-3. She discussed that the site is located in the Transitional Sub-District of the Downtown Historic District Overlay. She discussed the zoning of the surrounding buildings. The overall area compasses nine parcels with two buildings on the parcels currently. Ms. Guenther discussed the proposal to newly construct a five story, 104 room hotel which will include a banking office and a detached parking garage. The design of the hotel is reminiscent of the hotels that were in the downtown area in the last century.

APPLICANT:

Bill Jacobson

Delaware Hotel Associates  
105 Narcissus Avenue  
West Palm Beach, Florida

Brandt Niehaus  
S&M Development  
13121 East Point Park Blvd  
Louisville, KY

Paul Stanton  
Common Wealth Hotels  
100 East River Center Blvd  
Covington, KY

Mr. Jacobson provided background information on their experience with hotels and provided examples of a typical Fairfield Inn and Suites. He discussed that part of the property is currently owned by the City of Delaware and part owned by PNC Bank. The parking garage will have a fire wall between the bank and the garage and ultimately owned by the City. The design of the garage will involve the city and consistent with the hotel design.

Mr. Niehaus reviewed the architectural features on the buildings with the cornice on top and edges around the windows. They discussed studying the surrounding buildings. They presented the site plan of the hotel with a coffee shop along Winter Street, bank, and the parking structure. The bank will have a drive thru created inside the garage, but bank patrons will not be obligated to pay to enter the garage. Parking for city staff was discussed. Mr. Jacobson aware that the signage requirements of the City and the need consent to requirement of approval by City and also design brand requirements by the bank and the hotel. Chairman Hatten discussed that external lighting of signage is what is allowed in the Historic District and internal lighting is not permitted.

The discussion was held on the materials to be used on the building and the use of limestone at the foundation of the building. The Commission recommended not to use the rough stone that they presented. The applicants discussed the need to use recommended materials by Marriott in the building. The Commission recommends using smoother stone on the first floor elevations or use the rougher stone as a water table. The Commission recommended more detailed drawings. The Commission recommended a lintel over every window. Ms. Hering recommended providing drawings on what is proposed. The current drawing shows window muntins and the applicant is expressing that was just there to emphasize the location of the windows not the use of muntins.

The Commission requested a break at 9:37 p.m. and Chairman Hatten reconvened the meeting at 9:41 p.m.

A discussion was held on the height of the building. Chairman Hatten discussed that a variance will be required for the height. Mr. Stanton discussed that without the five stories the project would not continue. A discussion was held on reducing the height of the building and utilizing space over the bank for additional rooms. The applicants to wait for the MOU from the City before determining the height. The applicants expect to return back to the HPC in 2019.

#### D. DISCUSSIONS / PRESENTATIONS

(1) Hayes Memorial Statue (2018-2728) --

Presentation by Bill Rietz, Chair, RB Hayes Comes Home Committee

##### PRESENTORS

Bill Rietz  
675 Pollyanna Drive  
Delaware, Ohio

Ted Miller  
Parks and Natural Resource Director

Mr. Rietz and Mr. Miller provided background on the committee and the plans to have a statue complete with a fountain at the corner of Sandusky Street and West William Street. They discussed that the property owner will deed space to the city and the city will maintain the fountain area. He discussed that the life size statue will be on a pedestal designed by Alan Cottrill, an Ohio artist. Total height is 10 feet and 1 inch. There will be a presidential seal and a plaque on the pedestal. Mr. Miller discussed plans to add small bubblers and lights in the fountains. The Commission was in agreement to have the design be submitted for administrative approval.

(2) Mural Project –

Presentation by Erin Fletcher, Director, Ross Art Museum

##### PRESENTOR

Erin Fletcher  
Director, Ross Art Museum  
60 South Sandusky Street  
Delaware, Ohio

Ms. Fletcher provided an update on the community mural art project being headed by the Ross Art Museum. She provided an overview on the 3 murals that would be place on different buildings throughout the City including the east side, the Second Ward Community Center, and one

downtown. The goal of the murals is to contribute to the cultural and artistic landscape of the community and to add vibrancy to the key parts of Delaware. She discussed that the location of the public art in the downtown area would be on the Strand building. She discussed meeting with staff to discuss historic preservation standards and that the plan is to not paint on exposed brick. She discussed current funding status.

(3) Fiberglass-Clad Windows –  
Presentation by Justin Hegenderfer for Marvin Windows  
This discussion will occur at a later meeting.

(4) Sidewalk Vestibules Design Standards

This discussion will occur at a later meeting.

ITEM 4. STAFF COMMENTS

ITEM 5. COMMISSION MEMBER COMMENTS AND DISCUSSION

ITEM 6. NEXT REGULAR MEETING: December 19, 2018

The Commission was made aware of the date change related to holiday calendar. Ms. Hering informed the Commission that she would be unavailable on the date.

ITEM 7. ADJOURNMENT

**Motion:** Mr. Nicley moved to adjourn the meeting, seconded by Ms. Hering. The Historic Preservation Commission meeting adjourned at 10:22 p.m.

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Chairperson

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Elaine McCloskey, Clerk



## MEMORANDUM

To: Historic Preservation Commission Members

From: David Efland, Planning and Community Development Director

Date: September 26, 2018

RE: Temporary Sidewalk Vestibule Design Guidelines

Staff is generally supportive of the temporary sidewalk vestibule concept. The support is not without reservation and concern surrounding the impact of the appearance of possibly multiple vestibules within confined areas of a downtown city block and the quality of the vestibules themselves on the historic fabric of the commercial historic district. Liability issues regarding placement on the public right-of-way is also a matter of importance.

City Council provided some direction in this regard with the recent case on the subject. They indicated concerns with allowing them along Sandusky Street in particular, as well as concerns to ensure size, color, and style consistency.

To these ends, the following parameters might be considered by HPC as the start of a conversation that could lead to formal amendments being brought forward for consideration:

1. Interior space limitations : how would these be defined?
2. Exterior placement limits : how would these be defined?
3. Material and design details : how would these be defined?
4. City and state code requirements, including ADA standards
5. Approved Revocable Sidewalk Use Permit for an outdoor patio – the vestibule should be completely contained within the patio enclosure, including any door swing
6. Applicant's effort in exploring other avenues to stop air infiltration into the business space
7. For consistency and minimizing visual impact, vestibule fabric color should be black Sunbrella-type, or equivalent
8. City Licensure required
9. Only allowed off Sandusky Street
10. Each application must appear before HPC, i.e. no Administrative Approval

Staff offers that a concrete set of guidelines is difficult to establish and define in further detail since each parcel, building, and business is unique onto itself with its own set of defining circumstances, as well as the fact that the sidewalk areas are all different with different obstructions.

Another parameter to explore further is the effort of the Applicant in exploring other avenues to stop the cold air infiltration into the business space. Therefore, the request for a sidewalk vestibule is intended to be a 'last resort' request. What criteria could be written to require or ensure this? The Applicant might document how cold air from the entry door does create an uncomfortable atmosphere for dining closer to the entry door, or could the dining room tables be reconfigured, or adding additional space heaters in the small spaces near the entry door dining area may pose a fire and trip hazard, or there are interior space

Memorandum to Historic Preservation Commission  
September 26, 2018  
Page 2

limitations for an interior vestibule, or that the installation of an air curtain at the entry door would be cost prohibitive and require major electrical re-routing to accomplish, etc.

Staff recommends that the review process for temporary sidewalk vestibules continue to be two-fold with (1) HPC reviewing the design and basic approach of the temporary nature of the improvement under the jurisdiction of approved sidewalk use permit and on qualifying environmental change, and (2) the City of Delaware must give approval for temporary occupancy of the sidewalk or right-of-way for this type of installation.

Past Staff research indicated that communities that do allow sidewalk vestibules, such as the City of Columbus, allow them only on private property and not in the public right-of-way. The design standards used follow those used for awnings (i.e., type of framing and fabric). Other small historic communities, such as Wooster, allow only seating areas and planters on the public sidewalk.

## Dianne Guenther

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**From:** David M. Efland  
**Sent:** Friday, October 12, 2018 10:59 AM  
**To:** Dianne Guenther  
**Subject:** FW: Document1  
**Attachments:** Document1.docx

David M. Efland, AICP  
Director of Planning & Community Development

City of Delaware  
1 S. Sandusky St.  
Delaware, OH 43015  
[www.delawareohio.net](http://www.delawareohio.net)  
740-203-1600 - Phone  
740-203-1699 – FAX

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An Ohio Main Street Community – Main Street Delaware  
MONEY Magazine – 100 Best Places to Live in America 2017.  
Forbes Top 10 "*Best Places to Raise a Family*"  
An AARP "*Livable Community*"

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**From:** Sherry Riviera [<mailto:sherry@handsplusonline.com>]  
**Sent:** Friday, October 12, 2018 10:28 AM  
**To:** David M. Efland  
**Subject:** Document1

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**\*\*\*ATTENTION: This email came from an external source. Do not open attachments or click on links from unknown senders or unexpected emails.\*\*\***

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Hello David,

Attached are my answers to the Temporary Sidewalk Vestibule Design Guidelines.

And... thank you for providing this to us.

Thanks much,

Sherry Riviera

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## Temporary Sidewalk Vestibule Design Guidelines

I agree with the staff and am generally supportive of the vestibule concept. And I am so glad that the City is taking the steps to provide some guidelines and rules for them.

1. Interior space limitations -- rather than a limit on the size of the restaurant, I think a more workable idea is that the main door needs to open DIRECTLY into the main/only dining area. This does not mean that it opens into a bar area first with the dining behind, but directly into the dining area. For example; Typhoon opens into a waiting/bar area so would not qualify, etc.
2. Exterior placement limits – I'm not sure on this one, so am not venturing any ideas.
3. Material & Design – always top of the line quality materials with the least design impact on the building and the surrounding buildings historic frontage.
4. City & State code , including ADA – YES
5. Approved Sidewalk Use Permit for an outdoor patio – Yes, including door swing.
6. Other efforts to stop air infiltration – An applicant should explore all options and option pricing before applying for an outdoor vestibule
7. Visual consistency impact – I agree that fabric color should be black or dark gray, sunbrella or equivalent.
8. City Licensure - would this be required over and above the outdoor patio permit? Or is this something that would help or alleviate liability of the City if on City property? Not sure of the why of this.
9. Allowed only off Sandusky – I think it should be open to any applicant and decided on each application factoring in all of the rules/guidelines put into place.
10. Appear before HPC or Administrative Approval – If an applicant applies and follows all the established guidelines, I believe Administrative Approval is appropriate and sufficient.

**APPLICANT/OWNERS**

Manos Properties LLC –  
Sandusky Street Lofts  
30 North Sandusky Street  
Delaware, OH 43015

**REQUEST**

**2018-3182:** A request by Manos Properties LLC - Sandusky Street Lofts for a Certificate of Appropriateness for exterior improvements to 30 North Sandusky Street which is zoned B-2 (Central Business District) and located in the Downtown Core Sub-District of the Downtown Historic District Overlay.

**LOCATION & DESCRIPTION**

The project site is located at 30 North Sandusky Street, on the east side of North Sandusky Street between East William and Winter Streets, in the Downtown Core of the Downtown Historic District Overlay. The properties immediately to the north, south, and west of this parcel lie within the Downtown Core, while the properties immediately to the east lie within the Transitional Sub-District of the Downtown Historic District Overlay. The zoning of the property is B-2 (Central Business District), as are the surrounding properties to the north, south, east, and west.

**BACKGROUND/PROPOSAL**

The Delaware County Auditor’s Office indicates the year built as 1920; however, this three story brick Italianate commercial structure known as the Reynolds & Frank Block was built circa 1869. It is listed as a contributing structure in the National Register Sandusky Street Historic District. The building features grand segmental and round arched windows with decorative stone hoodmoulds. The façade is further embellished with corbelled brickwork, bracketed cornice, and decorative frieze. The original storefront has been altered to the existing 1950s aluminum storefront design.

The Masonic Lodge rooms, including the Pythian Sisters Ballroom, occupied the third floor in 1870, and for 65 years thereafter until the I.O.O.F. built their own building on West Winter Street in 1934. The 1930 City Business Directory shows that OK Hardware and Saratoga Billiards occupied the storefronts, while Dressmaker Mrs. Emma Vought and Real Estate Agents Williams & Rutherford occupied the second floor. The storefront has undergone a series of retail uses over the years, while the upper floors were used for storage or left vacant.

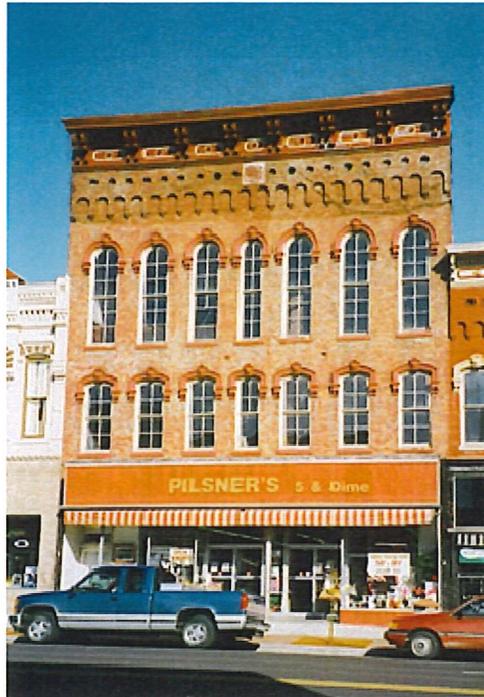
1950s – McClellan’s Department Store



2008 – Sandusky Street Antiques



**1999 – Pilsner’s Five and Dime**



**30 North Sandusky Street – Rear (East) Elevation**



Seeing the potential in the property, the Applicant purchased the building in late 2018. He is eager to implement his plan of adapting the upper floors into luxury lofts to add to the spectrum of housing opportunities in Downtown Delaware. The Applicant has retained a project architect and is currently working with the Chief Building Official and Planning Department Staff on the final layout of units to comply with building and zoning codes.

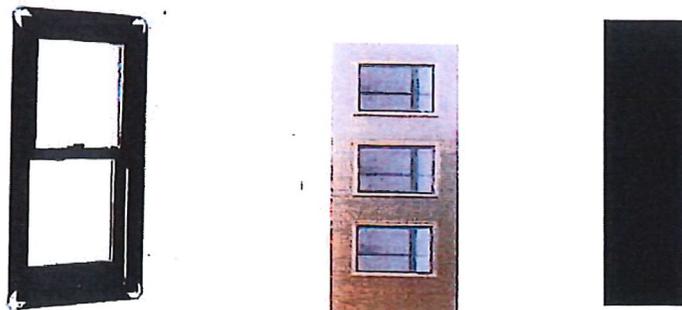
Regarding the building exterior, the majority of the proposed improvements will occur on the east (rear), north (side), and south (side) elevations as resulting from the adaptive re-use of the upper floors into residential units. There are no changes planned for the west (front) elevation, which faces North Sandusky Street, except for signage. The building's deteriorated roof was replaced in late 2018 (receiving HPC Administrative Approval HPC 2018-3175). The proposed improvements are outlined below:

1) Windows and Doors:

To accommodate emergency and fire egress code requirements for the proposed living units,

- on the third floor north (side) elevation, two boarded-up one-over-one double hung windows, not visible to the public view, will be replaced with black aluminum-clad wood windows in the same style.
- on the south (side) elevation, three boarded-up one-over-one double hung windows on the third floor and one bricked-in window opening on the second floor, not visible to the public view, will be replaced with black aluminum-clad wood windows in the same style.
- on the third floor east (rear) elevation, the lower 6-light window sash of the south-center window will be reinstated in the same style of the adjacent windows after the removal of the rusted fire escape stairs and entry door.
- on the second floor east (rear) elevation, at the one story addition roofline, the Applicant is requesting to
  - replace two of the three northern deteriorated four-over-four double hung windows with black one-over-one aluminum-clad wood double hung windows, to be consistent in style with the new replacement windows described above.
  - entomb the exterior window opening of the north-center window with black louvered wood shutters after the window is walled over on the interior.
  - replace the two southern deteriorated metal vents installed in the window openings with black one-over-one aluminum-clad wood double hung windows, to be consistent in style with the new replacement windows described above.
- on the second floor east (rear) elevation, at the one story addition roofline (and proposed location of an open air patio area), replace the deteriorated flush commercial service door with a three-light steel entry door. This entry door will serve the proposed rear open air patio and provide egress for the residential tenants onto the patio and down to the rear parking area.

**Proposed Window, Rear Entry Door, Shutters**

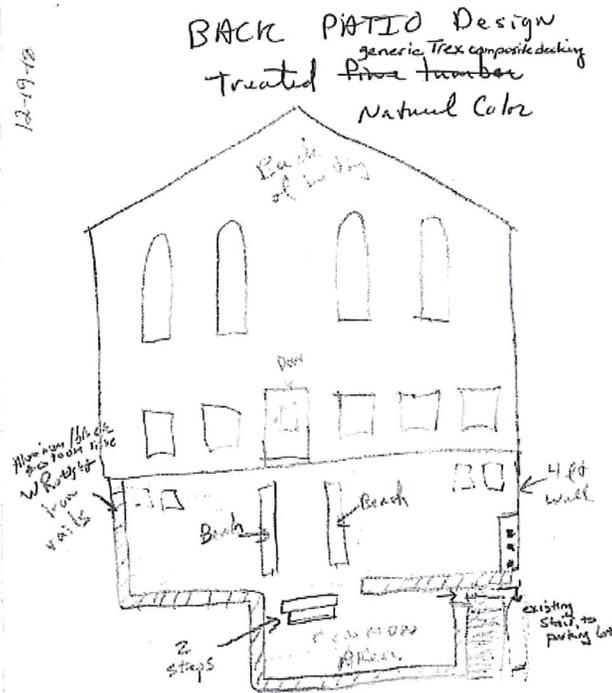


2) Rear Patio:

The Applicant wishes to create a common open air patio area on the east (rear) elevation to serve the anticipated residential tenants. It will be located on the roofs of both of the one story rear additions. (Two obsolete iron beams which might have supported cooling units in the past will be removed. This work item has already received HPC Administrative Approval HPC 2018-3175). The deck flooring will be a composite decking product, similar to Trex, in a natural wood color. A black aluminum picket fence, with the appearance of black wrought iron, will be installed along the perimeter. The existing black metal steps, which lead down to the parking lot, will be left in place.

**Proposed Rear Patio and Rail Design**

James Manos  
Senior Vice President/Investments



**STIFEL**

6636 Longshore Street, Suite 280 | Dublin, Ohio 43017  
(614) 789-9354 main | (614) 789-9365 fax | (877) 875-9352 toll-free | manosj@stifel.com  
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Signage for the front and rear elevations will be designed and presented at a later date for HPC Administrative Approval. The Applicant has been working with Planning Staff to help ensure proposed improvements comply with the Architectural Standards.

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**STAFF ANALYSIS**

City Staff is generally supportive of the proposed improvement plan. The Applicant has been open to the suggestions and guidance as provided by Staff and the Architectural Standards of the Historic District. The improvements to the windows and doors are essentially maintenance and repair items and will enhance the aesthetics of the property to blend with the historic fabric of the Historic District. The proposed rear open air patio is an allowable use in the Central Business District and provides an outdoor common area for resident use. All proposed work appears to meet the Standards.

As building plans are finalized for the interior residential units, additional exterior building changes may be required. Any additional changes will be presented to the HPC Chairman for Administrative Review, or to the Commission for approval, depending on complexity and magnitude. The Applicant has been advised that the building code review for the proposed residential units is **not** complete and that significant changes may be necessary once complete that may well require re-review by and appearance before the Commission.

Staff advised the Applicant that final details (such as signage, exterior lighting, etc.) shall be discussed with Staff and the HPC Chairman prior to installation. The City of Delaware commends the Applicant for undertaking the conversion of vacant upper floors in a historic downtown building and helping to revitalize this block of North Sandusky Street.

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**STAFF RECOMMENDATION (HPC 2018-3182 – CERTIFICATE OF APPROPRIATENESS)**

Staff recommends approval of a request by Manos Properties LLC - Sandusky Street Lofts for a Certificate of Appropriateness for exterior improvements to 30 North Sandusky Street which is zoned B-2 (Central Business District) and located in the Downtown Core Sub-District of the Downtown Historic District Overlay, with the following Conditions that:

- 1) The project shall be completed per the plans presented. Any final details or significant revisions to the approved plans shall need, at a minimum, administrative approval by the HPC or another HPC meeting, depending on the magnitude of any revisions.
- 2) The Applicant and Architect are to continue to coordinate with City Inspection Division regarding required building and zoning regulations and permitting processes.
- 3) Should the proposed work required significant changes after completion of building code review for the proposed residential units, Applicant shall submit said changes for additional review by the Historic Preservation Commission.

**COMMISSION NOTES:**

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**CASE NUMBER:** 2018-3182 30 North Sandusky Street Improvements

**MEETING DATE:** January 23, 2019

**PAGE:** 6 of 6

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*MOTION:* \_\_\_\_\_ *1<sup>st</sup>* \_\_\_\_\_ *2<sup>nd</sup>* *approved* *denied* *tabled* \_\_\_\_\_

*CONDITIONS/MISCELLANEOUS:*

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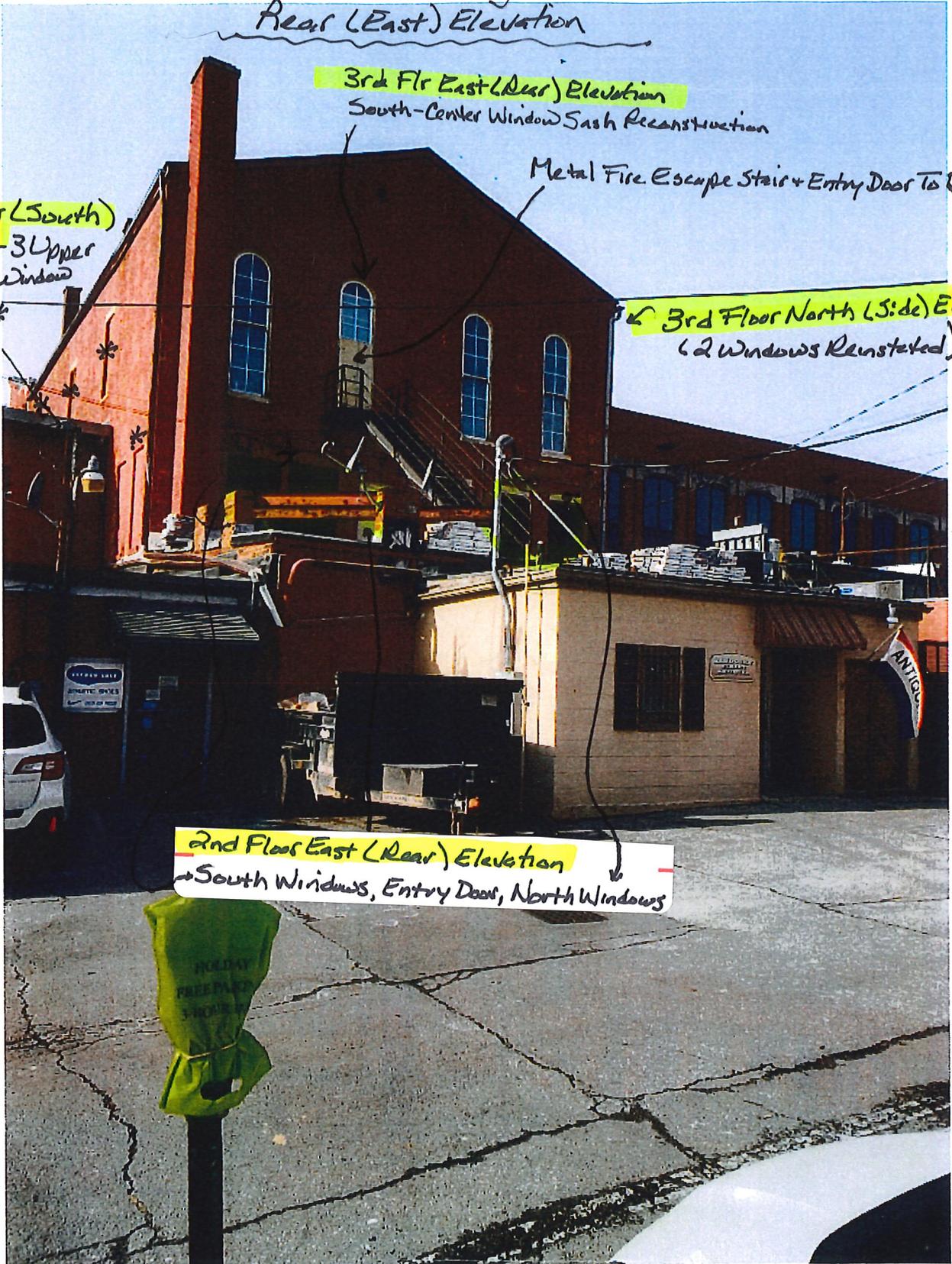
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FILE: PLANNING/HPC CASES/2018 CASES/2018-3182\_30 N SANDUSKY IMPS STF RPT  
ORIGINAL: 1/17/2019  
REVISED:

30 North Sandusky Street  
Rear (East) Elevation



3rd Flr East (Rear) Elevation

South-Center Window Sash Reconstruction

Metal Fire Escape Stair + Entry Door To Be Removed

3rd Floor (South)

Elevation - 3 Upper

+ 1 Lower Window

Reinstated

3rd Floor North (Side) Elevation

(2 Windows Reinstated)

Rear  
Patio

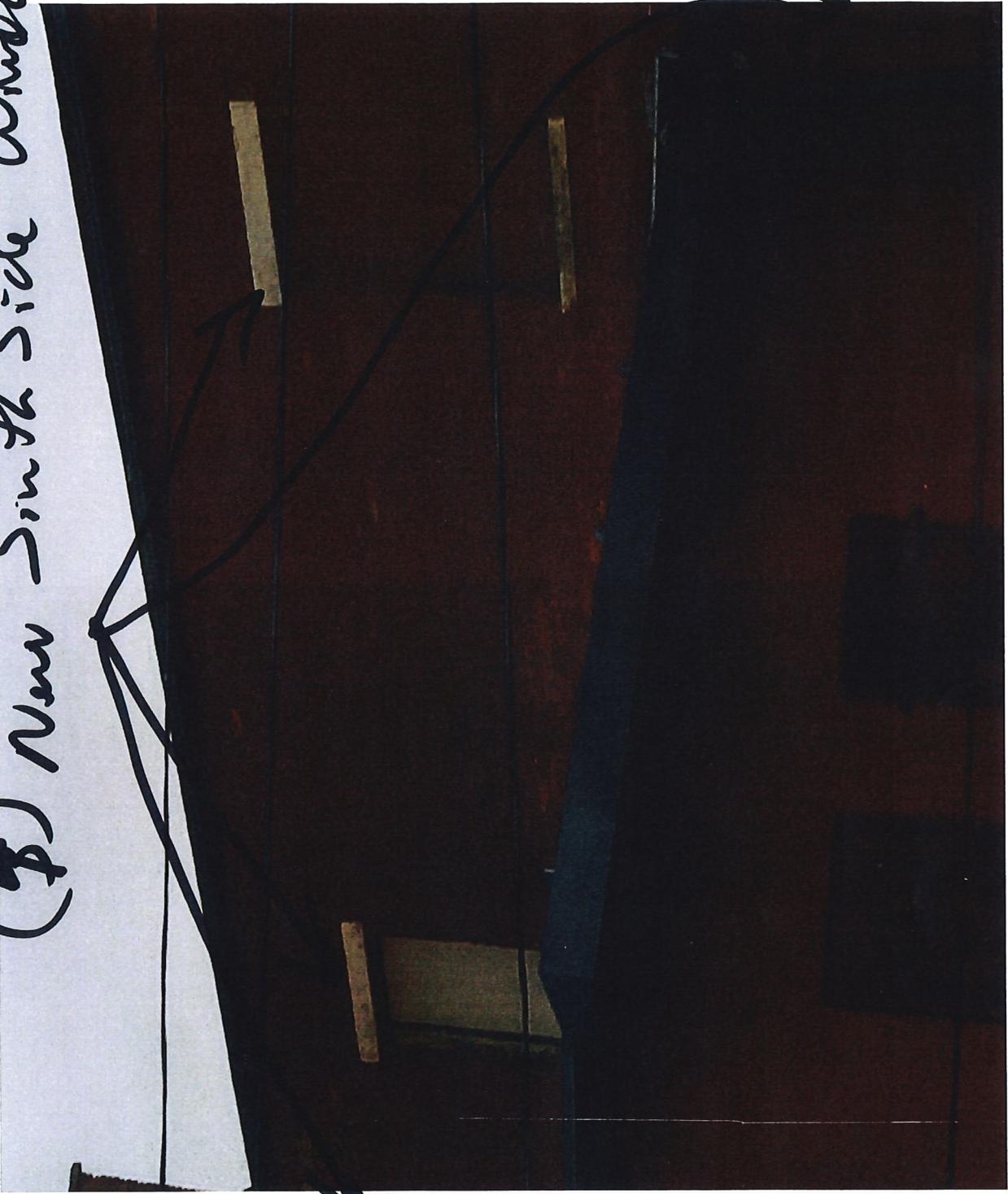
2nd Floor East (Rear) Elevation

→ South Windows, Entry Door, North Windows

3rd Floor South (Side) Elevation

(4) New South Side Windows

3 Upper Windows  
+ 1 Lower Window  
To Be Reinstated



(2) North side  
new split windows



3rd Floor North (Side) Elevation

2 Windows Reinstated

New Wood clad Windows

Second Floor East (Rear) Elevation

North Windows

Proposed Improvements



North Central Window

Second Floor (East) Rear Elevation

Existing North Windows

Back windows  
replaced

North Central  
Window ↓



Second Floor East (Rev.) Elevation

South Windows

and

Service Entry Door



New Door

New Old Window

# Crestline® New Construction 24" x 36" Prefinished Golden Oak Interior Black Aluminum Clad Wood Zo-E 5 Argon Double Hung Window

Model Number: 4000221\_DH24x36\_Oak\_ELITEBLK\_ZO\_E5 | Variation: Black Aluminum



**\$564<sup>99</sup>** each

Variation: Black Aluminum  
\*Prices may vary by variation

### Select Finish



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### Select Rough Opening Size

24" x 36" ▾

Description ▾ | Accessories ▾ | Specifications ▾



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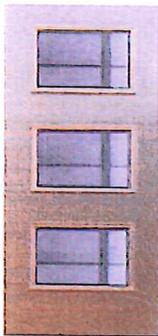
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Proposed Materials

Home / Doors, Windows & Millwork / Exterior Doors / **Front Doors**

# Mastercraft® Nova 3 Lite 32" x 80" Primed wood clad

Model Number: 4096793 | Menards® SKU: 4096793 | Variation: Primed White Steel



**\$331<sup>50</sup>** each

Variation: Primed White Steel  
\*Prices may vary by variation

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style illustration

# Shutters By Design 14-1/2" W x 39" H Black 2-Pack

Model Number: LSBLCK1439 | Menards® SKU: 4070203 | Variation: Black



Variation: Black  
\*Prices may vary by variation

### Select Color



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Hover to zoom in.

### Select Height

14-1/2"W x 39"H ▾

Wood

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Available  
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[View Return Policy](#)

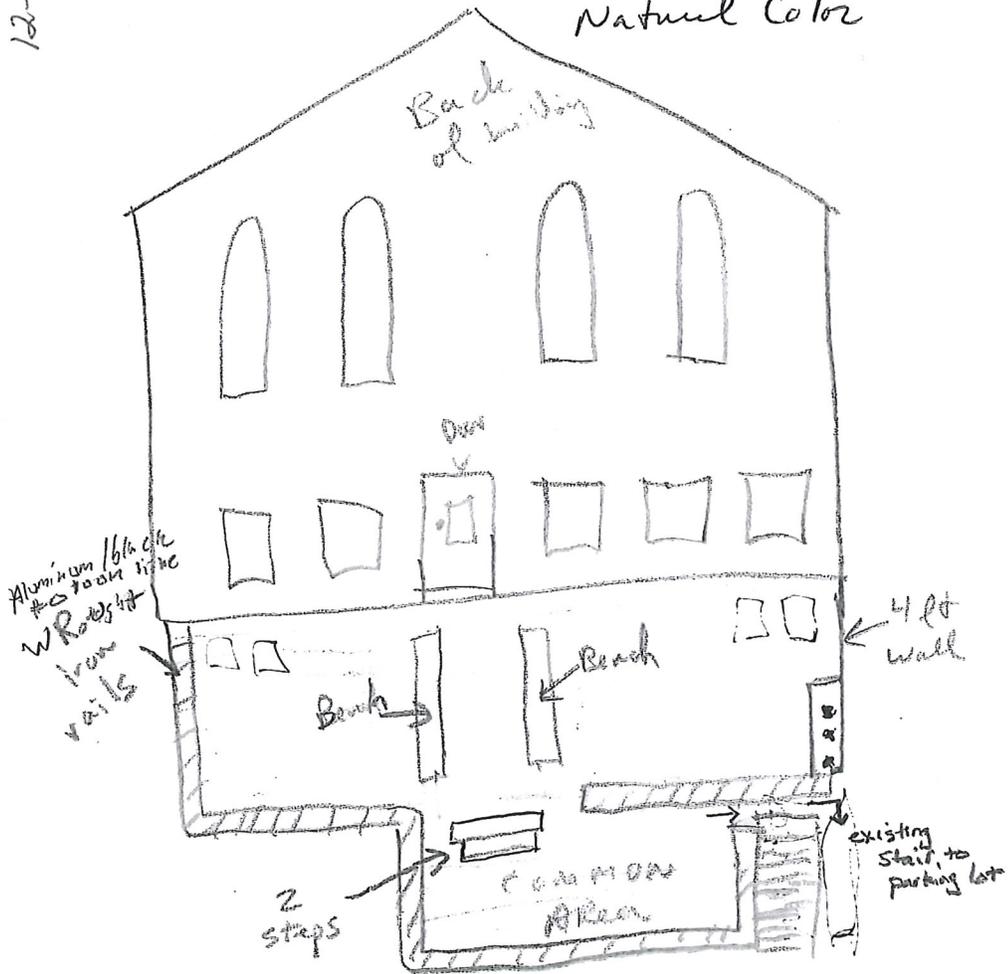
style illustration

REAR PATIO

James Manos  
Senior Vice President/Investments

BACK PATIO Design  
generic Trex composite decking  
Treated Pine lumber  
Natural Color

8-19-13



STIFEL

6636 Longshore Street, Suite 280 | Dublin, Ohio 43017  
(614) 789-9354 main | (614) 789-9365 fax | (877) 875-9352 toll-free | manosj@stifel.com  
Stifel, Nicolaus & Company, Incorporated | Member SIPC & NYSE | www.stifel.com

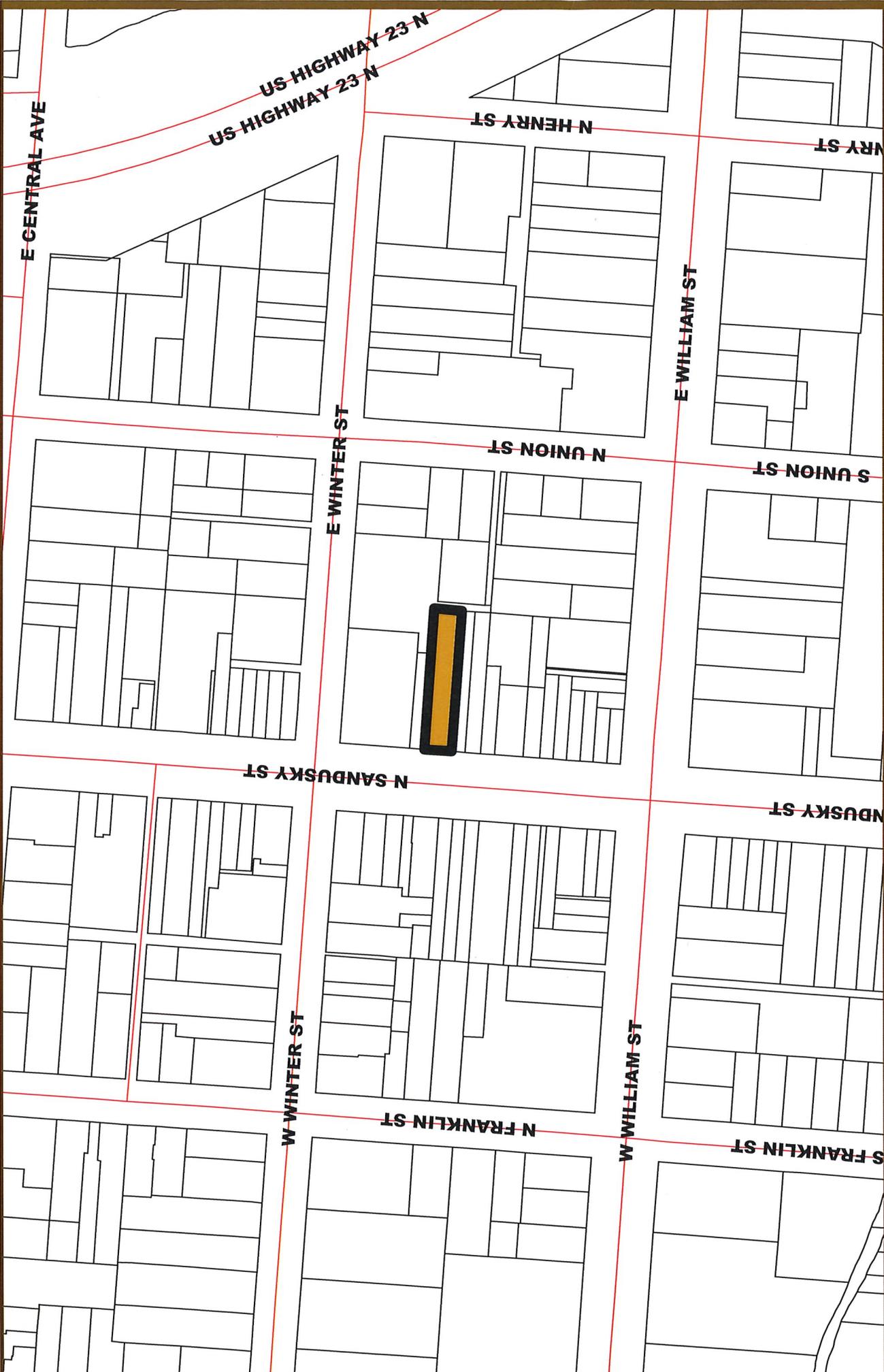
# PATIO Decking + Fencing



Black Metal Steps  
To Parking Lot

Existing ~~roof access~~ to parking lot  
Stairs + AC units will  
~~be~~ be relocated  
to outside staircase





2018-3182  
 Certificate of Appropriateness  
 30 North Sandusky Street – Sandusky Street Lofts  
 Exterior Improvements  
 Location Map





2018-3182  
 Certificate of Appropriateness  
 30 North Sandusky Street – Sandusky Street Lofts  
 Exterior Improvements  
 Zoning Map





2018-3182  
Certificate of Appropriateness  
30 North Sandusky Street – Sandusky Street Lofts  
Exterior Improvements  
Historic District Map



**Legend**

- Historic Overlay District
- Downtown Core
- Transitional
- Residential



2018-3182  
Certificate of Appropriateness  
30 North Sandusky Street – Sandusky Street Lofts  
Exterior Improvements  
Aerial (2016) Map





**CITY OF DELAWARE  
PLANNING & COMMUNITY DEVELOPMENT**

FOR STAFF USE ONLY:

2018-3182

**Certificate of Appropriateness Application**

Historic Subdistrict  Downtown Core  Residential  Transitional

Address 30 W. Sandusky St.

Business name Sandusky Street Lofts

Applicant Name/Contact Person James Manos Phone (614) 562-2421

Address 5973 Macewen Ct. Dublin, Oh 43017

Email Jmanos6@att.net

\*if the Applicant is not the owner of the property, the Property Owner is required to sign the application to authorize proposed changes.

Property Owner SAME Phone \_\_\_\_\_

Address \_\_\_\_\_

Email \_\_\_\_\_

**Project Type**

- Signs, Graphics or Awnings  New Construction  Exterior Building/Site Alterations  
 Demolition Permit(s)  Other (specify): \_\_\_\_\_

**Work Description (please type or print legibly)**

Describe the proposed project in detail, describing materials and colors proposed, including all changes to the building, site or lot. Include all features to be removed, altered, or added and provide a narrative of why the particular type of construction or other environmental changes are being proposed. Indicate all materials to be used. Attach additional sheets as needed.

① Opening Windows in ~~two~~ different locations on the side of the building for bedroom egress. See attached image.

② Putting a wood/Trax patio on back of building + removing <sup>and 1 beam</sup> stairs from middle of building. See attached image.

③ Replacing door in back on 2<sup>nd</sup> Floor @ full glass

N/A ④ Wood/Trax steps from 2<sup>nd</sup> floor + ground level.

**Materials to submit with application:** 1 electronic copy and 12 hard copies if required to appear before HPC Commission.

- \*Check made payable to the City of Delaware in the amount of \$50.00
- \*Legible Photographs, digital copies or copied from a negative, not photocopied
- \*Site Plans showing view from above, plus elevation plans showing the view from front, sides, and rear drawings for new construction, modifications or signs showing *dimensions, setbacks, colors, and specifications* of any window, door, trim, lintel, sign, base, header, or other element to be installed/modified
- \*Material samples/manufacturers brochures which show/describe materials to be used
- \*Color samples must be provided, such as manufacturer paint chip cards or brochures depicting proposed color selections
- \*Interior floor plans, where appropriate

Variance Explanations: If the Applicant believes that strict application of the Standards and Guidelines for the Historic District will create a substantial economic hardship or that there is an unusual and compelling circumstance, a narrative to support a Variance from, or waiver of, the Code requirements may be submitted. The Variance or waiver shall be granted only if the Commission deems that at least one of the following six (6) criteria is met:

- o There would be substantial economic reduction in the value of the property due to application of the Standards and Guidelines;
- o The property cannot be maintained in its current form and substantial economic burden would result from the application of the Standards and Guidelines;
- o No reasonable alternative exists;
- o The property has little or no historical or architectural significance;
- o The property cannot be reasonably maintained in a manner consistent with Standards and Guidelines; or
- o No reasonable means of saving the property from deterioration, demolition, or collapse exists.

**Deadline:** Applications must be submitted THIRTY (30) DAYS prior to the Historic Preservation Commission meeting.

**Public Notification:** Staff will notify property owners within 150' of the site as required.

**Meeting Date/Time:** 4<sup>th</sup> Wednesday of each month at 7:00 pm in Council Chambers on the second floor of Delaware City Hall, 1 South Sandusky Street, Delaware, OH 43015.

\*Please Note the Commission might table the application if the applicant is not present to answer questions.

  
\_\_\_\_\_  
Signature of Applicant 12-7-18  
Date

\_\_\_\_\_  
Signature of Owner (if not the Applicant) Date

Application Fee \$50.00 Fees Received \$ 50<sup>00</sup> Received by dme Date 12/12/18