



PLANNING DEPARTMENT
CITY OF BOWLING GREEN

MINUTES: HISTORIC PRESERVATION COMMISSION
Meeting of January 25, 2022
City of Bowling Green Administrative Services Building
303 North Church Street, Bowling Green, Ohio 43402

Members Present: Chris Mowen, Wil Roudebush, John Sampen, Christina Tracy

Members Absent: Les Barber

Staff Member Present: Heather Saylor

Sampen opened the meeting at 4:00 pm, noting that secretary Barber had alerted him to his absence today, but had volunteered to take minutes while viewing the meeting on the City's YouTube channel. **The HPC agreed to Barber's suggestion, but asked Saylor to take notes as a backup precaution.**

AGENDA ITEM #2: Approval of the Minutes
The minutes of the December 14, 2021 meeting were approved unanimously.

AGENDA ITEM #3: Administrative Items

1. The HPC agreed the next meeting would be at 4:00pm on Tuesday, February 22, 2022.
2. Sampen discussed the "Historic Preservation Commission Report for 2021" that Barber created [**COPY ATTACHED**]. Sampen praised the Commission for its accomplishments. Saylor confirmed she sent it to the Mayor and said she would highlight the activities of the HPC in the annual report she is working on for the Planning Department.

AGENDA ITEM #4: Strategic Plan

Sampen called for discussion of the recently circulated draft document, "HPC Strategic Plan for Bowling Green" [**COPY ATTACHED**], and led the Commission through the points in the plan. He also requested specific review of the timelines and if they were realistic. A variety of comments and ideas were expressed, and Roudebush suggested adding an action, *i.e.*, offering advice to owners of probable historic buildings with problems of deterioration. The Commission also discussed the continued importance of a potential Advisory Committee to help with the workload and timelines. Tracy also talked about the importance of creating activities with the community, such as building tours with an actor (similar to what Cleveland does with their "Take a Hike" program) to spur interest and positivity. Mowen also talked about ideas to recognize National Preservation Month in May [**COPY ATTACHED** of an example of 1 idea], which she will continue to think about.



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General approval of the plan was expressed by members, but no formal action was taken.

AGENDA ITEM #5: Local Designation Discussion

- A. **BG Police Building:** Mowen's draft building inventory and recommendation letter to City Council were discussed. Sayler outlined the steps still needed before transmittal to Council, including (a) receiving a written statement from the owner (City of Bowling Green in this case) asking that the building be listed on the Local Register, and (b) an HPC public hearing on the matter (perhaps to be set at the upcoming February HPC meeting). She stated they should discuss what the policy will be for obtaining "consent" for City-owned building with the Mayor at an upcoming meeting with him and 2 Commission members. Also, **Roudebush said that he will do more on the building inventory for Needle Hall**, so that perhaps it too might be set for public hearing in February.
- B. **County Courthouse and Old Jail:** Sampen reported that Barber has been in touch with Andrew Kalmar, who said that the County Commissioners expect a legal opinion from the County Prosecutor about the proposed MOU very soon.
- C. **Bowling Green State University:** Sampen reported that he had received a communication from President Rogers just days after the HPC's December meeting, saying that BGSU would support adding University Hall to the Local Register and proposing specific MOU language. That language has been given to the Mayor and shared with Mr. Marsh, but no further action has occurred. Sampen said that he will communicate further with President Rogers and asked Sayler to check with the Mayor and Mr. Marsh about how we should proceed.
- D. **Needle Hall:** There was no additional discussion.

AGENDA ITEM #6: Commission Member Updates

- A. Sampen reported on his recent meeting with Professor Luke Nichter, a Professor of History at Chapman University in California and also a Bowling Green resident. Nichter had contacted Sampen earlier about his experience with historic preservation in California and his service on a U.S. Presidential Advisory Group on historic preservation. Nichter offered some helpful advice and perspective. Sampen thinks that the HPC might wish to invite him to be a recognized Advisor to the Commission. He also said he met with Kelli Kling from the Wood County Historical Museum and he said she likely will not be able to help much with the Advisory Committee since she works for Wood County, so there is not a sole Bowling Green focus. Mowen said she will talk to Marnie Pratt at the Wood County District Public Library about helping with the Advisory Committee. Sampen said he would like Tracy to think of some people who could help in the downtown.

Sampen then asked all Commission members to think of people in our community with special pertinent experience and/or expertise who might be



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invited to become recognized Advisors. He also said he hopes the media could do a push for their continued search for citizens who may want to help.

Sampen talked briefly about other ideas mentioned in the "HPC Strategic Plan for Bowling Green," such as a community round table and "historic building of the month" publicity. Mowen also suggested a nomination process on the City website that could be helpful for ideas. She also added ideas about holding future workshops so people could research their own buildings and fill out their own building inventories, along with presentations about historic tax credits.

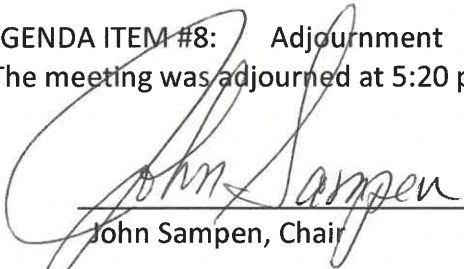
- B. There was no further discussion on this topic.
- C. There was no further discussion on this topic.
- D. Mowen and Sayler talked briefly about deadlines for applications to SHPO for CLG grant money.

AGENDA ITEM #7: Lobby Visitation

There was no lobby visitation.

AGENDA ITEM #8: Adjournment

The meeting was adjourned at 5:20 p.m.



John Sampen, Chair



Les Barber, Secretary

January 25, 2022

HISTORIC PRESERVATION COMMISSION REPORT FOR 2021

With indispensable assistance from Bowling Green's Planning Director, Heather Saylor, the Historic Preservation Commission of Bowling Green has been doing strategic planning almost from its beginning. In 2019 and 20, we established what we called "Goals Statements," and in 2021 we followed chair Sampen's idea and adopted a "Planning Outline." We are proud to report that we have accomplished most of our goals, more or less in the time frame we established.

1. We finished writing a CLG ordinance and shepherded it to City Council approval;
2. we were able to get the City's approval for listing at least two of its historic buildings on our Local Register, and we expect to be able to recommend listing of the old City Building/Police Building to City Council next month;
3. we got the Wood County Commissioner's preliminary approval for listing the Courthouse and old jail;
4. we got BGSU preliminary approval for listing one or more of its legacy buildings;
5. and, we took other, smaller actions to further our goals, such as approving a landscaping clarification to our CLG language, approving an official "Clarifications and Guidelines" document and approving an endowment fund-enabling agreement with the Toledo Community Development Foundation.

We will be establishing new goals for 2022 and beyond very soon, and we look forward to being able to report, a year from now, our progress in achieving them.

John Sampen, Chair
Wil Roudebush, Vice Chair
Les Barber, Secretary
Chris Mowen
Chris Tracy

**HPC STRATEGIC PLAN FOR BOWLING GREEN,
January 2022 – January 2025
(Draft - Barber/Sampen)**

(Insert Brief Introduction)

**Number 1 Priority: Achieve City Council (and Community) Approval
of Historic Districts**

**A) Primary Goal: Establish Main Street and Boomtown Historic Districts
(Timetable: 2025)**

Project Strategy/Steps needed to achieve goal

- i) Endorsement from Mayor Aspacher (Timetable: Feb or March 2022)**
- ii) Acceptance of Multiple City Buildings, as well as County and BGSU buildings
(Timetable: 2023)**
 - A) Police (City) Building (Timetable: April 2022)***
 - B) BGSU University Hall (Timetable: April 2022)***
 - C) Needle Hall (Floral Hall) (Timetable: April 2022)***
 - D) Wood County Court House (Timetable: September 2022)**
*(Submit to City Council and University by March 2022)
- iii. Complete an HPC Inventory of buildings in the Main Street and Boomtown areas
(Timetable: 2022-2024) with help from:**
 - A) a community workshop on the inventory process**
 - B) creation of a "Friends" group of volunteer workers
(Timetable: 2022)**
- iv) Positive & Frequent Publicity for Districts & Buildings (Timetable: On-going)**
- v) Creation of Advisory Group of Expert Partners (Timetable: 2022 and On-going)**
- iv) Possible Council approval of "Mini Boomtown Districts" (Timetable: 2023)**
- vii) Receiving Council approval of as many "individual" historic buildings as possible Listed on
our Local Register (Timetable: 2022-2025)**

**B) Secondary Goal: Establish Court House Area District
(Timetable: after 2025, unless serendipity/the fates make it seem wise
to add it to the Main Street Area)**

Number 2 Priority: Developing Community Acceptance and Enthusiasm for the idea of a Historic district (Timetable: On-going, 2022-2025)

- A) Meetings with Community Groups**
- B) Media Recognition**
- C) Public Hearings and Forums**
- D) City "Round Table" with Prominent Community Leaders**
- E) Promotional Projects (e.g., "Historic House or Building of the Month,"
Historic City Brochure, Historic Walking Tour, Signage)**
- F) Placement of plaques or signs at historic sites in BG (Timetable: 2027)**
- G) Establish an Endowment Fund (Timetable: 2025 and on-going)**

**Number 3 Priority: Review of Current CLG Ordinance
(Timetable: on-going)**

- A) Possible revisions concerning Public Hearings**
- B) Enlargement of HPC members**

WE SEE YOU, AND WE WANT TO SAY THANKS!

Our community's old buildings and historic homes are tangible pieces of our past. They give us a sense of place and contribute to our identity. We recognize the hard work, dedication, and investment it requires to love these old buildings, and your commitment as a property owner has not gone unnoticed!

MAY IS HISTORIC PRESERVATION MONTH!

This month, and every day, we tip our hats to YOU! The Hancock Historical Museum would like to say THANKS, for helping to keep our local history alive!

#THISPLACEMATTERS



Visit us online or in person to learn more about our local history and how you can further support preservation efforts in our community.



HANCOCK HISTORICAL MUSEUM

