



PLANNING DEPARTMENT
CITY OF BOWLING GREEN

MINUTES: HISTORIC PRESERVATION COMMISSION (HPC)
Meeting of May 24, 2022
City of Bowling Green Administrative Services Building
304 North Church Street, Bowling Green, Ohio 43402

Members Present: Geoffrey Howes, Chris Mowen, Wil Roudebush, John Sampen

Members Absent: Christina Tracy

Staff Member Present: Heather Saylor

AGENDA ITEM #2: APPROVAL OF MINUTES

The minutes of the April 26, 2022 meeting were approved unanimously.

AGENDA ITEM #3: ADMINISTRATIVE ITEMS

- A. Election of Secretary – Roudebush volunteered to be Secretary for the meeting. Howes stated that he would be willing to serve as Secretary at future HPC meetings.
- B. June meeting date – Next HPC meeting set for 4:00 p.m. on June 28, 2022. The June meeting will include a review of the landscaping requirement section of Chapter 158 Historic and Architectural Preservation Code. Saylor will send landscape documents to the HPC.
- C. HPC “Friends & Advisors” – Sampen to send the latest copy of the Friends and Advisors list to the HPC. HPC input is welcome. Sampen will work with Saylor to send invitational letters for those who may be interested in being “Friends” of the HPC.

AGENDA ITEM #4: MAY – PRESERVATION MONTH

- A. Updates (Scavenger hunt, walking tour, and building highlights) – Scavenger Hunt entry forms and information has been distributed. The forms have been made available at the Juniper Brewing Company at 145 South Main Street, Downtown Bowling Green office, and the Wood County District Public Library. Saylor stated that historic building nomination form are posted on the City website, but none have been received yet.

AGENDA ITEM #5: LOCAL BUILDING/DISTRICT DESIGNATIONS

- A. Building Inventory and Consent to Designate Form – Members of the HPC approved the forms as presented in the HPC meeting packet.
- B. City of Bowling Green Police Building & Needle Hall – The BG Planning Commission approved the HPC recommendation for the two buildings to be designated historically significant. A City Council subcommittee will hold a public hearing and



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reviewing the HPC recommendation prior to the City Council meeting on June 21, 2022. Mowen asked how the buildings will be represented once approved. Saylor stated that the city data system will be utilized and a Google Spreadsheet document will be created to record all approved buildings to be on the Local Historic Register.

- C. County Courthouse – The County Commissioners signed the MOU.
- D. University Hall (at Bowling Green State University) – The BGSU President’s Office legal counsel is in discussion with Michael Marsh.
- E. Review of Strategic Plan (Boom Town District) – Sampen went through the HPC 2022-2025 Strategic Plan. Mowen suggested the HPC update the historic preservation presentation that has been presented to community groups.

AGENDA ITEM #6: GRANT OPPORTUNITIES

- A. CLG Grant Planning for Interpretative Signage Project – Sampen received a reply letter from Mayor Aspacher on the creation of signage at historic sites. The Mayor presented several items to be considered. HPC members are to suggest potential sites at the June meeting. The types and number of signs can be discussed at the meeting. It would also be a project that “Friends of the HPC” could help with.

AGENDA ITEM #7: PUBLIC RELATIONS AND EDUCATION PROJECTS

- A. Upcoming Workshops/Events
 - 1. “Ohio Opens Doors” – The Wood County Museum is participating in this event. Sampen will continue discussions with Marnie Pratt, Wood County Library History Librarian, about possible Wood County Library participation. The Wood County Library has a walking tour of historic properties scheduled for June 11.
 - 2. How to Research Your House Workshop with Preserve Toledo and Wood County District Public Library – The Wood County Library scheduled a seminar on this topic for July 18.
 - 3. Coffee with a Preservationist – Mowen suggested this idea as a possible quarterly event. The HPC discussed the idea and possible locations.
 - 4. “Take a Hike” Walking Tours – Since Tracy was not at the HPC meeting, there was no discussion.
 - 5. Workshop on Historic Tax Credits – Additional thought is needed to consider this item. Mowen stated that this workshop would be scheduled for winter.
 - 6. “Tell Your BG History Story” session – Additional thought is needed to consider this item.

AGENDA ITEM #8: LOBBY VISITATION

Bowling Green resident Rose Drain stated that she would appreciate information from the HPC. She also stated that she is very excited about “Friends” being involved in

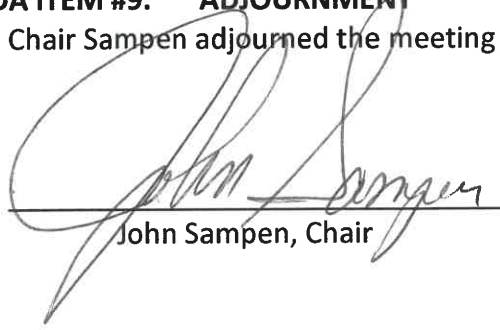


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historic preservation. She asked about the tax credit workshop. It was pointed out that tax credits are for income producing properties.

AGENDA ITEM #9: ADJOURNMENT

Chair Sampen adjourned the meeting at 5:15 p.m.



John Sampen, Chair



Wilfred Roudebush, Secretary for
May 24, 2022 meeting

