



PLANNING DEPARTMENT
CITY OF BOWLING GREEN

MINUTES: HISTORIC PRESERVATION COMMISSION (HPC)
Meeting of August 23, 2022
City of Bowling Green Administrative Services Building
304 North Church Street, Bowling Green, Ohio 43402

Members Present: Geoffrey Howes, Wil Roudebush, John Sampen

Members Absent: Chris Mowen and Christina Tracy

Staff Member Present: Heather Saylor, Planning Director

AGENDA ITEM #2: APPROVAL OF MINUTES

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

AGENDA ITEM #3: ADMINISTRATIVE ITEMS

- A. Vice Chair Sampen is chairing today's meeting.
- B. Next meeting date: September 27, 2022, 4:00 p.m.
- C. Historic Preservation Ordinance – Discussion Regarding Landscaping
Saylor has put together a document (memo from August 12, 2022) containing the amended portions of Ordinance 158 (Chapter 158.03 and 158.08), related to landscaping), to be sent to City Council. Roudebush moved to approve forwarding the memo, Howes seconded. Motion unanimously approved.

AGENDA ITEM #4: LOCAL DESIGNATIONS

- A. University Hall (at Bowling Green State University).
Mowen noted that when she talked to Campus Operations, the new campus gateway was still under construction. Saylor said the dedication will be on Saturday, September 17, 2022, 10:00 a.m. Sampen is awaiting a response from the President as to whether the Commission's designation of University Hall can be part of that celebration; he will write him again now that the date is set. Saylor noted the related welcome-back celebration on Court Street, Friday, September 16, 6:00 p.m. to 10:00 p.m. Members will make an effort to attend one or both. Sampen thanked Roudebush for submitting the Building Inventory for University Hall, which is now on file with the City.
- B. Wood County Courthouse and (former) Jail – Building inventory.
Saylor sent an initial draft to Roudebush and Mowen for review, with additional information, including Sanborn maps. The County Auditor's website also has useful information. The inventory will take time and additional review. Saylor proposed having HPC members complete as much as possible and then forward it for further



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review. Roudebush suggested eventually revising the inventory form to include historical facts.

C. 328 East Court Street (update)

Mowen informed the Commission in an email that the designation will be reviewed by Planning Commission at their Wednesday, September 7 meeting. If approved, it will go to Council, who will set the required public hearing.

D. Boom Town District — discussion, strategic plan goal

Inclusion in the agenda is a reminder that this still needs to be discussed.

AGENDA ITEM #5: FRIENDS OF THE HPC

A. Updates

Cheryl Peper was not present at this moment of the agenda due to work obligations, but will likely share information about a conference she attended at the next meeting.

B. Historic Buildings of the Month

- Mowen reported that Buildings of the Month have been determined for the rest of the year. Sampen thanked Rose Drain, Cheryl Peper, and Dick Martin for offering assistance. Trinity United Methodist Church will be designated at end of this month and Sampen thanked Drain for writing the description.

- Dale Arnold shared information about former owners of his home at 201 Ridge Street – (originally 810 North Prospect Street): S. L. Boughton (owned the land in 1871); Benjamin Abbott (Judge, Justice of the Peace, Mayor); his daughter; Allen Muir (newspaper 1897); John Chaney (hardware dealer); his daughter married C.S. Van Tassel; Florence Beard, Richard Carpenter.

- Arnold also shared a sheet describing a “Sneak Preview” on 4/26/2008 tour of the Masonic Temple, 159 North Main Street, with a history of the building, which was built in 1903.

- Sampen attended Wood County District Public Library local history collection workshop. Their workshop on digital resources is on Monday, September 19, 2:00 p.m.

- Rose Drain discussed Trinity United Methodist Church. Beverly Minor, a church member, is seeking more information on the historic designation for church. She said there is some confusion between national and local designation. Drain has offered possibility of HPC meeting with church members to discuss the process and answer questions.

- Mowen sent proposed upcoming buildings of the month to Drain, Peper, and Martin. September: Trinity UMC (Drain); October: 707 West Wooster Street, and November: 811 West Wooster Street (Peper); December: First Presbyterian Church (Martin). Mowen also suggested buildings as possible buildings of the month: Cla-Zel Theater, Millikin Hotel, South Main School, old schoolhouse (BGSU), former



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Detention Home (West Wooster Street), windmill house (Clough Street). Drain proposed alternating residences with businesses, clubs, or churches. She will send her suggestion to Chris.

- Drain asked for draft minutes to be sent to Friends.
- Drain asked whether the Commission has expressed concern about the future of the South Main School. Property has not yet been transferred. Discussion point for next meeting: how to express concern?
- Drain brought up relationship between the proposed new Zoning Code. This could be motivation for applying for historic designation. Saylor clarified the historic preservation language is the same, so no changes with that new code are proposed. Eventually overlay district might be a measure in the future.

AGENDA ITEM #6: INTERPRETIVE SIGNAGE PROJECT

- A. Planning – Ad Hoc Committee, Locations, Grant Applications
Tabled until next meeting.

AGENDA ITEM #7: PUBLIC RELATIONS AND EDUCATION PROJECTS

- A. Future Workshops/Events
 1. 19th Annual Living History Day (August 27, 2:00 p.m. to 3:00 p.m., Wood County Museum Grounds)
 2. “Ohio Open Doors” (September 19). Saylor sent Press Release: Open House at Carter House 2:00 p.m. to 4:00 p.m. Marissa Muniz of Wood County Museum was present at the meeting and said “Open Doors” is a collaboration with Ohio History Connection. The Wood County Museum is open 10:00 a.m. to 4:00 p.m. for tour. There is also the Former Poor Farm exhibit there, along with Ag-Venture on Saturday, September 17. The press release will be in City’s e-news in September.
 3. Introduction to Local History: Digital Resources (September 19, 2:00 p.m. to 3:00 p.m. at the Wood County District Public Library WCPDL)
 4. “If These Walls Could Talk: Researching Property History (September 21, 2:00 p.m. to 3:00 p.m. at the WCDPL)
 5. Audio Tour – no update yet from Mowen
 6. Workshop on Historic Tax Credits (Winter 2023) – more detail soon.
 7. Tell Your BG History Story” session – Mowen & Tracy will report.
 8. “Take a Hike” Walking Tours – no update.

AGENDA ITEM #8: LOBBY VISITATION

- Cheryl Peper: Question on researching two building-of-the-month properties (707 and 811 West Wooster Street). How do we officially contact owner to get story and

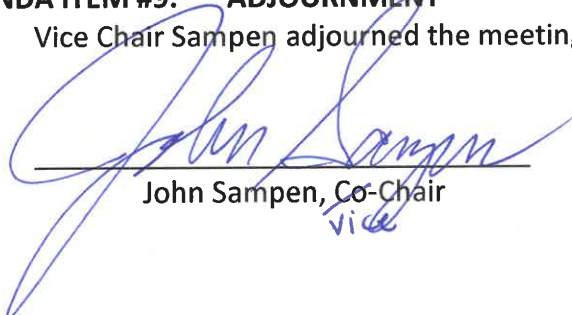


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permission to take photos? Peper suggested submitting her write-up for the Commission to take the text to the homeowner to ask permission for photos.
•Muniz offered the County Museum's help with interpretive signage.

AGENDA ITEM #9: ADJOURNMENT

Vice Chair Sampen adjourned the meeting at 4:55 p.m.



John Sampen, Co-Chair
vice



Geoff Howes, Secretary