



# City of Burlington

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## HISTORIC PRESERVATION COMMISSION DRAFT MEETING MINUTES THURSDAY, JANUARY 28, 2010

**Chairman Tom Stelling called the meeting to order at 6:30 P. M.**

**Roll call:** Present: Commissioners Bob Henney, Peter Hintz, Joel Weis, Judy Stone, Maria Veronico-Ventura, Tina Chitwood of RCEDC, Building Inspector Patrick Scherrer, and Chairman Tom Stelling. Commissioner Jeff Erickson was excused for the time being.

Chairman Stelling stated that the commission has not met since October of 2009 and that Commissioner Pat Brzezinski's term has expired and her replacement is Jeff Erickson.

**Citizen Comments:** There were no citizen comments.

**Approval of October 22, 2009 Meeting Minutes:** Chairman Stelling entertained a motion for approval of the October 22, 2009 minutes. Commissioner Stone motioned and Commissioner Veronico seconded. Commissioner Veronico stated that under approval of August 27, 2009 minutes it should read "Maria (not Marie) Veronico stated that 336 N. Pine St. was incorrectly "excluded" not "included" (as part of the Certificate of Appropriateness Application). All aye. Motion carried.

### **140 W. Chestnut Street – Grater Tater, Micki Gebel (Dale Bruesewitz, building owner) – Sign Permit Application**

Chairman Stelling stated that there are some additions to the application. Tina Chitwood of RCEDC stated that the word "FOOD" is being proposed to be placed on the short ends of the existing awning and also to paint the words "GRATER TATER RESTAURANT" on the left side of the front of awning. Micki Gebel showed a stencil to be used on awning for placing the lettering which will be the Peace Yellow color as approved for the three stripes at each end of the awning as approved at the October 26, 2006 meeting. She proposed 12" high letters. Commissioner Stone stated that she would like to see the letters in a serif font verses strait letters. Chairman Stelling stated that he thought the letters are too big and should be 4" high otherwise it was too overpowering and then non-historic looking. Commissioner Henney stated he would like the lettering to be the same size as lettering on the front and also wants it centered. Chairman Stelling entertained a

motion. Commissioner Henney motioned for 140 W. Chestnut St., Grater Tater, sign permit application to apply “GRATER TATER” vinyl letters center of the store front on awning with the word “FOOD” on left side to match same size as letters on front of building, letters to be serif font and colors to match cream on awning and bulkhead. Commissioner Hintz seconded. Chairman Stelling clarified that the “GRATER TATER” on front must fit on vertical rise of metal awning. All aye. Motion carried.

**489 Milwaukee Ave. – Dennis Spankowski, Contractor (Christy’s Bridal, Carol Anderson (Harry Bigelow – building owner)) - Certificate of Appropriateness – Sign Permit Application – Façade Improvement Grant Application**

Dennis Spankowski of Burli Signs stated they plan to add an awning and a small sign above awning and showed a True Burgundy color swatch. A logo on front door would be the same color. There would be no lighting.

Jeff Erickson appeared at 7:45 p.m. and was introduced by Chairman Stelling and welcomed by the Commission.

Commissioner Veronico moved and Commissioner Stone seconded to approve the awning with the word “Christy’s” on it in a True Burgundy color and the sign that says “Christy’s Bridal” over the front and “Christy’s Bridal” logo applied to door as indicated in the presentation (30” x 30” x 20’ awning with white lettering and gold decorative accent and one 30” x 4’ sign and door lettering with logo). All aye. Motion carried.

Chairman Stelling entertained a motion to approve a façade grant in the amount of \$2,377. (50 percent of awning cost of \$4,254 is \$2,127 plus \$250.00 for the projecting sign being a total of \$2,377.00) Commissioner Veronico motioned and Commissioner Hintz seconded. A roll call vote was taken. Henney: Aye; Hintz: Aye; Stone Aye; Veronico: Aye; Weis: Aye; Erickson: Aye. All aye. Motion carried.

**615 N. Pine St., Suite 102 - MPC Property Management, Michelle Peterson (Old Neighborhood, LLC, building owner) – Sign permit application.**

Tina Chitwood of RCEDC stated that the vinyl sign will be adhered to the lower third of the window. Letters will be frosted or white with a clear background which is their logo. She recommended approval as long as the sign is adhered to the inside of the bottom third of the window. Chairman Stelling inquired of Zoning Administrator, Pat Scherrer as to whether the sign conforms to the “available” signage. Mr. Scherrer stated that window signs are exempt from the requirement. Chairman Stelling entertained a motion. Commissioner Hintz motioned for approval and Commissioner Henney seconded. All aye. Motion carried. (This approval is for a sign measuring 44” wide x 12.6” tall)

**400 N. Pine St. – Dennis Spankowski, Contractor (Thrivent Financial, Scott Herrmann (Pat Ramsdell, building owner)) – Sign Permit Application and Façade Improvement Grant Application**

Tina Chitwood presented a colored copy of the proposed sign. The proposed sign is the logo for Thrivent Financial. Dennis Spankowski of Burli Signs stated that the lettering will be ½” solid p.v.c. with the trademark being ¾” p.v.c. Scott Herrmann, business owner was present. After some discussion it was deemed that the lettering of the sign should be placed on a sign board and not directly on the building. Chairman Stelling entertained a motion. The sign will have scalloped boards (14’ long x 24 - 30” high) to be mounted on the existing face, with the logo and title of the company (which is the copyrighted trademark) on it. It will be mounted in the approximate location as presented with the colors presented along with a black border and a white background. Commissioner Stone moved and Commissioner Veronico seconded. Building Inspector Scherrer directed Mr. Hermann to not go below sign band. All aye. Motion carried.

Chairman Stelling entertained a motion for approval of the facade grant for the sign in the amount of \$250. Commissioner Henney motioned and Commissioner Hintz seconded. A roll call vote was taken. Erickson: Aye; Henney: Aye; Hintz: Aye; Stone Aye; Veronico: Aye; Weis: Aye;. All aye. Motion carried

### **Discussion of Current Projects and Response Team Visits:**

Tina Chitwood stated that Chocolate Expressions (256 E. Chestnut St.) has only painted their side of the building (not the entire front façade as was approved at the 10/22/09 HPC meeting.) Ms. Chitwood reported that Judie Lemieux, applicant, said there is too much maintenance that has to be done to the Security Finance end of building, there is a vine growing and she doesn’t want to rip it off and that is what lead her to take care of her “own” side of the building.

Welders supply, 516-18 Mill St. – this project has been completed and funds disbursed for façade grant and sign.

Exclusively Yours, 133 E. Chestnut St. – Tom and Tina did a walk-through and determined that paint is needed in cornice in transom window area before funds will be disbursed for façade grant.

### **Review of Grant Funding Status**

Tina stated that there has been \$41,180 of façade grant funds approved for projects with \$12,744 remaining. Commissioner Hintz stated there are no more future funds available.

### **Questions and Comments Concerning Potential/Future Projects and Notices of Violations in the Historic Preservation Overlay District**

Pat Scherrer stated that Greg Howe of The Jasmine Tree has painted 109 E. Chestnut Street lavender without applying to the Commission for approval. He will send him a Notice of Violation.

Harry Bigelow, 119 W. Chestnut St., is aware that they need Commission approval for a fire door installation for upper apartment. Mr. Scherrer will send him a Notice of Violation.

Super Mercado Grocery Store, 116 W. Chestnut St., Pat Scherrer sent owner a notice regarding her painting the bulkhead below the window orange without approval of Commission. She will be in and will be advised to get colors off the historic palette. Most of the orange signs are down now.

### **Discussion of policies, procedures, and the vision for the future of the Historic Preservation Commission (Strategy Session)**

Tina Chitwood has submitted the 2009 annual report to the State of Wisconsin. As a Certified Local Government (CLG) the commission can designate landmarks as part of its 2010 goals. The State of Wisconsin is providing opportunities to apply for sub grants so the City can hire consultants to work on plans that identify historic properties. Tina Chitwood showed a colored brochure of Historic Preservation Commission "Information and Important Dates 2010" that will be available to public. Commissioner Veronica stated that we need a list of historic places.

It was brought up that the Martell building, 173 E. Chestnut Street is for rent.

Michael Melby of 152 E. Chestnut St. has not brought in more research on doors and storefront.

Chairman Stelling stated that newly appointed commissioner, Jeff Erickson will serve a two year term.

### **Adjournment**

Chairman Stelling adjourned the meeting at 7:25 P.M.

Respectfully submitted,

June E. Bobier  
Recording Secretary