



**HISTORIC PRESERVATION COMMISSION
MEETING MINUTES
Thursday, May 25, 2017**

The meeting was called to order by Chairman Tom Stelling at 6:30 p.m. Alderman Susan Kott; Commissioner Darrel Eisenhardt; Commissioner Jeff Erickson; Commissioner Kevin O'Brien; and Daniel Colwell were present. Commissioner Maria Veronico was excused.

CITIZEN COMMENTS

None

APPROVAL OF MINUTES

Commissioner Eisenhardt moved, and Commissioner Colwell seconded to approve the minutes of April 27, 2017.

LETTERS AND COMMUNICATIONS

None

OLD BUSINESS

None

NEW BUSINESS

A. 400 N. Pine Street – Thrivent Financial

1. Certificate of Appropriateness to install a mounted bracket for a sign

- Chairman Stelling introduced and opened this item for discussion.
- Dennis Spankowski, Burli Signs, explained that there was a change regarding the size and material of the signboard. The signboard will be a 2 inch thick synthetic signboard in lieu of ½ inch thick. Chairman Stelling questioned if there will be any balls at the end of the bracket. Mr. Spankowski replied yes, there will be a brass ball at the end of the bracket. Alderman Kott asked why the sign will be mounted so high on the building compared to other downtown buildings. Chairman Stelling stated that at a previous meeting the owner was approved to replace windows. Mr. Spankowski added his main concern was getting the side supports for the bracket and will install the bracket based on the height of the windows.
- There were no further comments.
- Commissioner Erickson moved, and Commissioner O'Brien seconded to approve of the Certificate of Appropriateness to install the mounted bracket for a hanging sign, subject to Graef's May 15, 2017 memorandum.

- Commissioner Erickson moved, and Alderman Kott seconded to amend the approval to reflect the 2 inch thick signboard in lieu of the ½ inch thick signboard.
- All were in favor and the motion carried.

2. Sign Permit application to install a sign

- Chairman Stelling introduced and opened this item for discussion.
- There were no comments.
- Commissioner Erickson moved, and Alderman Kott seconded to approve a Sign Permit application to install a hanging sign, subject to Graef's May 15, 2017 memorandum.
- All were in favor and the motion carried.

B. 564 N. Pine Street – Uncle Steve's Garage

1. Certificate of Appropriateness for the rear facade

- Chairman Stelling introduced and opened this item for discussion.
- Alderman Kott asked if treated lumber would be used for the hand rails and deck. Commissioner Colwell stated according to Graef's memorandum treated lumber would be used. Gregory Guidry, Building Inspector, and Steve Madey, owner, explained the railings would be the same treated wood that was used on the Silver Cloud Vape Café located at 588 N. Pine Street and Sacred Image Tattoo located at 580 N. Pine Street. Mr. Madey stated the wood for the hand rails, stairs to the upper apartments and the deck has rotted out and needs replacing. Chairman Stelling commented the required clearance for the baluster spacing is a 4 inch sphere. Commissioner Erickson questioned how high the fence would be that is enclosing the trash receptacle. Mr. Madey stated he realizes it is not required to have an enclosure, but chooses to. Chairman Stelling suggested it could be any height, but thought 6 feet would be good. Chairman Stelling asked if the top of the fence would be decorative with dog ears. Commissioner Erickson stated an 8 foot fence would be too high. Mr. Madey replied the fence will be 6 feet high and have the decorative dog ear top.
- There were no further comments.
- Commissioner Erickson moved, and Alderman Kott seconded to approve of the Certificate of Appropriateness to repair the rear façade with the baluster spacing no more than 4 inches apart and install a 6 foot high trash receptacle enclosure, subject to Graef's May 15, 2017 memorandum.
- All were in favor and the motion carried.

2. Façade Grant application for the rear façade

- Chairman Stelling introduced and opened this item for discussion.
- There were no comments.
- Commissioner Erickson moved, and Commissioner O'Brien seconded to approve of the Façade Grant in the amount of \$2,525.
- Roll call: Chairman Tom Stelling; Alderman Susan Kott; Commissioner Darrel Eisenhardt; Commissioner Jeff Erickson; Commissioner Kevin O'Brien; and Commissioner Daniel Colwell.
- All were in favor and the motion carried.

C. 202 E. Chestnut Street –C. Mae Design, LLC

1. Certificate of Appropriateness to install an awning with signage

- Chairman Stelling introduced and opened this item for discussion.
- The Commissioners discussed the signage on the top of the awning would be eliminated and would only be located on the sides of the awning.
- There were no further comments.
- Commissioner Erickson moved, and Commissioner O'Brien seconded to approve of the Certificate of Appropriateness to install an awning with signage, subject to Graef's May 15, 2017 memorandum.
- All were in favor and the motion carried.

2. Sign Permit to install an awning with signage

- Chairman Stelling introduced and opened this item for discussion.
- There were no further comments.
- Commissioner Erickson moved, and Commissioner Eisenhardt seconded to approve of the Sign Permit to install an awning with signage, subject to Graef's May 15, 2017 memorandum.
- Alderman Kott asked if "Hello Beautiful" would be on the west side of the awning as well. Chairman Stelling replied "Hello Beautiful" would only be located on the east side as indicated in the memorandum.
- All were in favor and the motion carried.

3. Façade Grant application for the awning

- Chairman Stelling introduced and opened this item for discussion.
- Commissioner Erickson stated it looks like a \$2,000 job including the signage on the awning.
- There were no further comments.
- Commissioner Erickson moved, and Alderman Kott seconded to approve a Façade Grant in the amount of \$242.50 for the lettering and \$645 for the awning, totaling \$887.50.
- Gregory Guidry, Building Inspector, asked how many signs are considered for this awning. Commissioner Erickson and Chairman Stelling responded since the signage is on an awning it would constitute as one sign since the awning is one piece of fabric.
- Roll call: Chairman Tom Stelling; Alderman Susan Kott; Commissioner Darrel Eisenhardt; Commissioner Jeff Erickson; Commissioner Kevin O'Brien; and Commissioner Daniel Colwell.
- All were in favor and the motion carried.

DISCUSSION ITEMS

A. Review of Façade Grant Funding Status.

- Chairman Stelling introduced and opened this item for discussion.
- Chairman Stelling stated approximately \$3,000 of the façade grant would be deducted after tonight's approval, with a remaining balance of around \$17,000.
- Chairman Stelling commented that IDE Fine Jewelry received a grant and are now closing the store. Chairman Stelling stated the Mercantile façade grant was extended until October 22, 2017. Chairman Stelling was questioning if that project would be completed on time. Mr. Guidry replied that he was not sure, but noticed the façade and signage has changed from the original approval and is required to bring any revised plans to staff and Commissioners for approval. Mr. Guidry stated the siding is complete at Flitcroft (580-588 N. Pine Street).
- There were no further comments.

B. Discussion regarding recommendation to City Staff for review of any ordinance changes. This item was discussed at the April 27, 2017 and tabled for more review.

- Chairman Stelling introduced and opened this item for discussion.
- Chairman Stelling stated the Commissioners should recommend to Common Council of any changes in the ordinance and guidelines they feel are necessary. The Commissioners had a long discussion regarding the handout that was given at the April 27, 2017 meeting from Judith Schulz, 525 Milwaukee Avenue. Mr. Guidry stated the Commissioners are to suggest bullet points such as type of lighting, how many signs are allowed and colors choices to be changed in the ordinance.
- Commissioner Colwell moved, and Alderman Kott seconded to table this discussion to the next meeting to allow time to look at bullet points for the changes in the ordinance.

ADJOURNMENT

Commissioner Erickson moved, and Commissioner Eisenhardt seconded to adjourn the meeting at 7:45 p.m. *All were in favor and the motion carried.*

Recording Secretary,

Kristine Anderson
Administrative Assistant