



**HISTORIC PRESERVATION COMMISSION
MEETING MINUTES
Thursday, October 27, 2016**

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

CITIZEN COMMENTS

Judith Schulz, 533 Milwaukee Avenue, stated she would like the minutes from September 22, 2016 to be corrected to also mention that letters used to be placed on the outside of the windows, not just the inside of the windows in the Historic District. Ms. Schulz stated the Sign Application Form does not specify "outside" like the Sign Ordinance Chapter 315-74 does. Ms. Schulz commented there is a Revitalization Committee that she is involved in and brought in a checklist for review to help with the step-by-step process to improve the façade of the historic buildings. Ms. Schulz questioned if the City kept track of accomplishments that have been completed over the years. Chairman Stelling responded that the City sends reports to Joe DeRose of Wisconsin Historical Society yearly. Ms. Schulz also stated the Historic Preservation Commission should approve any alterations to the exterior of a building prior to any work be completed, since Ordinance 315-42 from 1999 stated no alterations shall be made without approval.

APPROVAL OF MINUTES

Commissioner Erickson moved, and Commissioner Veronico seconded to approve the minutes of September 22, 2016. All were in favor and the motion carried.

Commissioner Erickson moved, and Commissioner Eisenhardt seconded to approve the minutes of October 20, 2016. All were in favor and the motion carried.

LETTERS AND COMMUNICATIONS

None

OLD BUSINESS

None

NEW BUSINESS

- A. A Certificate of Appropriateness application from David Flitcroft for property located at 580-588 N. Pine Street to install new siding, windows and a back door.

- Chairman Stelling introduced and recused himself.
- Commissioner Eisenhardt introduced and opened this item for discussion.
- Gregory Guidry, Building Inspector, stated he would like to correct his report for it to read “the stairs are in the process of being completed” instead of “already completed”. Mr. Guidry stated the stairs were so dilapidated, he condemned the use of the stairs on the spot. Mr. Guidry explained that David Flitcroft, owner, has agreed to do a face lift for the siding with a Smart Panel, doors and windows. Commissioner Eisenhardt questioned if the vines would be removed. Mr. Flitcroft replied some of them have been removed, also the lower stairs with the door are in good condition and do not need repairing. Mr. Guidry stated the colors are from a historic color chart.
- There were no further comments.
- Commissioner Erickson moved, and Commissioner O’Brien seconded to recommend approving the Certificate of Appropriateness to install new siding, windows and a back door, subject to Gregory Guidry’s October 20, 2016 memorandum.
- 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 that no funds were remaining for 2016, until possibly 2017. Mr. Stelling stated the City hired a company (Safe Built) for maintenance and code reinforcement from complaints ranging from junk in the yard, lawns not being cut or houses falling apart.
- There were no further comments.

ADJOURNMENT

Commissioner Eisenhardt moved, and Commissioner Erickson seconded to adjourn the meeting at 6:58 p.m. *All were in favor and the motion carried.*

Recording Secretary,

Kristine Anderson
Administrative Assistant