



**HISTORIC PRESERVATION COMMISSION  
MEETING MINUTES  
Thursday, September 28, 2017**

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

**CITIZEN COMMENTS**

Judith Schulz, 533 Milwaukee Avenue, questioned if there is a fee charge for the Façade Grant application. Megan Watkins, Director of Administrative Services, responded there is a fee for a Certificate of Appropriateness application of \$150 and not for the Façade Grant. Ms. Watkins stated this fee offsets the cost for the plan review.

Shad Branen, 425 N. Pine Street, presented an update of the Mecantile building. Mr. Branen stated he submitted his receipts to receive the grant funds for the front and rear façade. Mr. Branen stated he is aware of his grant expiring October 22, 2017 and explained that the north wall (green wall that faces the bank) has not been completed because of a possible mural opportunity that was suggested to him by students and was hoping this could be an option. Mr. Branen stated the painting process of the north side is still in question as to the best way of handling this. Commissioner Erickson and Aldermanic Representative Kott stated the response team suggests to repaint the lower boxed area, located in the front, that is currently copper/bronze/gold trim to a darker green color, pending the original Certificate of Appropriateness approval. Mr. Branen stated the bronze color is actually made of metal. Commission Erickson explained he will email city staff the decision and have Gregory Guidry, Building Inspector, get in touch with Mr. Branen.

**APPROVAL OF MINUTES**

Commissioner Erickson moved, and Alderman Kott seconded to approve the minutes of August 24, 2017.

**LETTERS AND COMMUNICATIONS**

Chairman Stelling stated there are no letters and communications, but handed out an email correspondence with changes in Federal and State programs and how the tax credit will be distributed.

**OLD BUSINESS**

None

## **NEW BUSINESS**

A. Downtown Historic District Façade Improvement Grant Policy. This item was tabled at the August 24, 2017 meeting.

- Chairman Stelling introduced and opened this item for discussion.
- Commissioner Eisenhardt moved, and Commissioner Erickson seconded to take this item off the table.
- Megan Watkins, Director of Administrative Services, presented thoroughly the changes to the new Façade Improvement Grant Policy. Ms. Watkins stated all funds come from a general fund and valid for one year. The Commissioners discussed changes to the following sections: eligibility, non-eligibility, approval process, post approval process and suggested adding a definition section. Ms. Watkins stated that Alderman Tom Preusker offered the idea of having a waiting list for applicants, as well as the splitting the grant distribution to twice a year. The Commissioners agreed not to have a waiting list, since it would be way too difficult to keep track of. The Commissioner also agreed not to split the grant distribution, since the weather can get bad towards the end of the year. Ms. Watkins stated she will make the changes to the policy and send out emails for review prior to presenting it again at the next meeting.
- Ms. Schulz suggested to replace the word addition with restoration in a few places. Ms. Schulz questioned why the landscaping improvements would be an eligible activity for grant funds. The Commissioners ultimately agreed to make it a non-eligible activity.
- There were no further comments.

## **DISCUSSION ITEMS**

A. **Review of Façade Grant Funding Status.**

- Chairman Stelling introduced and opened this item for discussion.
- Commissioner Erickson stated he would like to approve the distribution for the rear façade at 425 N. Pine Street. Aldermanic Representative Kott requested to see the original color photo of what was approved for the front façade. Commissioner Colwell stated that if the mural was painted, it would need the Certificate of Appropriateness approval. Chairman Stelling also commented it would probably be excluded from the grant.
- Commissioner Erickson moved to extend the façade grant at 425 N. Pine Street for one year to finish the north wall. Ms. Watkins clarified since this item is not on the agenda, it cannot be voted on.
- The Commissioners agreed to make a motion to extend Mr. Branen's façade grant to be placed on next month's agenda for the discussion regarding the north wall.
- Commissioner Erickson withdrew his motion.

- Chairman Stelling asked if meeting on November 30, 2017 would work for everyone since the scheduled November 23, 2017 is Thanksgiving, the Commissioners agreed.
- There were no further comments.

**ADJOURNMENT**

Commissioner Eisenhardt moved, and Commissioner Erickson seconded to adjourn the meeting at 7:40 p.m. *All were in favor and the motion carried.*

Recording Secretary,

Kristine Anderson  
Administrative Assistant