



**HISTORIC PRESERVATION COMMISSION  
MEETING MINUTES  
Thursday, October 26, 2017**

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

**CITIZEN COMMENTS**

Judith Schulz, 533 Milwaukee Avenue, stated the paint color on the pipe on the side of the building at Rugans, 597 N. Pine Street, does not match the brick color. Commissioner Erickson and Aldermanic Representative Kott explained they both agreed that it was a great attempt to match the brick and approved it. Commissioner O'Brien stated there will never be a perfect match since the color change depends on the shadows from the natural light and the substrate depends on what surface the paint is placed on. Ms. Schulz commented the fresh air intake has not been painted to match the windows, but perhaps the owner should consider not painting it because paint could make it stand out more and might look better if it stays the way it is.

**APPROVAL OF MINUTES**

Commissioner Erickson moved, and Alderman Kott seconded to approve the minutes of September 28, 2017.

**LETTERS AND COMMUNICATIONS**

None

**OLD BUSINESS**

**A. Downtown Historic District Façade Improvement Grant Policy for finalization.**

- Chairman Stelling introduced and opened this item for discussion.
- Commissioner Erickson stated Megan Watkins, Director of Administrative Services, revised changes to the new Façade Improvement Grant Policy, such as adding a definition section which came out of the code and everything will be re-numbered accordingly. The Commissioners thought all changes were good.
- There were no further comments.
- Commissioner Erickson moved, and Commissioner O'Brien seconded to recommend approval to the Common Council as presented.
- Ms. Schulz gave handouts on her thoughts of what should be changed, which will be kept on file for the record. Chairman Stelling stated this policy has not been changed in over 20 years

and feels this corrected policy works and some façades will be taken on a case-by-case basis. Commissioner Erickson stated that Ms. Watkins worked very hard on these improvements and feels they are no necessary changes.

- All were in favor and the motion carried.

## **B. Review of Mercantile north wall.**

- Chairman Stelling introduced and opened this item for discussion.
- Chairman Stelling stated the Certificate of Appropriateness for the north wall, green wall, at 425 N. Pine Street expired October 22, 2017. Aldermanic Representative Kott stated the extension should not be a whole year, maybe 2 or 3 months. Commissioner Erickson commented he did not want to rescind the grant, because otherwise the façade would never be completed. Commissioner O'Brien questioned if the wall would be chemically cleaned. Commissioner O'Brien also mentioned that Shad Branen, owner, has already been given ample time to take care of this wall. Chairman Stelling stated the brick cannot be painted now, being that there is no insulation and come warmer weather, the paint will fall off. Chairman Stelling stepped down from voting. Commissioner O'Brien asked if the brick could be brought back to its original brick state since the paint will eventually come off.
- There were no further comments.
- Commissioner Erickson moved, and Commissioner O'Brien seconded to allow the owner, Shad Branen, until December 31, 2017 to let the commissioners know if he agrees to chemically clean the façade with a completion date of June 30, 2018 or the grant will be rescinded.
- All were in favor and the motion carried.

## **NEW BUSINESS**

### **A. 316-344 N. Pine Street**

#### **1. Certificate of Appropriateness for the front and rear façade**

- Commissioner Stelling introduced and opened this item for discussion.
- Gregory Guidry, Building Inspector, explained the owner proposes to do maintenance work to the façade such as; repaint, replace broken windows and rotten lumber. Commissioner Erickson asked if the plywood in the rear is staying and being repainted. Mr. Guidry replied yes, it is being repainted and there are no changes to the façade. Aldermanic Representative Kott suggested when the front windows get replaced, to keep the same color placement. Commissioner O'Brien asked that the owner or contractor be present to answer questions as to what exactly is being replaced or repaired and with what.

- Commissioner O'Brien moved, and Aldermanic Representative Kott seconded to table the Certificate of Appropriateness along with the front and rear façade grant applications until the next meeting that they will attend.
- All were in favor and the motion carried.

**B. 557 N. Pine Street – Arcade Driving School**

**1. Certificate of Appropriateness for the front façade**

- Chairman Stelling introduced and opened this item for discussion.
- Michelle Petersen, owner, explained the storefront windows and store door will be replaced, the façade repainted, the apartment door will be repainted, the awning canvas will be replaced and the existing signage on the storefront window will not be going back on. The front door will be the same door as 120 E. Chestnut Street. Commissioner Erickson questioned if both the upper and lower windows are being replaced. Ms. Petersen responded the upper windows are not being touched. Mr. Guidry asked if the front door will have a higher kick-plate. Ms. Petersen stated the wood framed doors with windows are made with a lower kick-plate, whereas the aluminum doors are made with the higher kick-plate. Chairman Stelling stated wood doors are now made with the higher kick-plate.
- Commissioner O'Brien moved, and Aldermanic Representative Kott seconded to approve the Certificate of Appropriateness with the higher kick-plate.
- Ms. Petersen questioned as to why the lower kick-plate door was approved at 120 E. Chestnut Street about 2 years ago. Mr. Guidry replied he has learned more about the styles since then.
- All were in favor and the motion carried.

**2. Façade Grant application for the front façade**

- Chairman Stelling introduced and opened this item for discussion.
- There were no comments.
- Commissioner Erickson moved, and Commissioner O'Brien seconded to approve a Façade Grant Program application in the amount of \$5,000, but not to exceed \$5,000.
- Roll call: Chairman Tom Stelling; Aldermanic Representative Susan Kott; Commissioner Jeff Erickson; and Commissioner Kevin O'Brien.
- 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.
- Commissioner Stelling stated there is a pending grant for 316-344 N. Pine Street in the amount of \$7,550, which was tabled, and 557 N. Pine Street was approved for \$5,000 leaving approximately \$4,200 for the remaining balance.
- Commissioner Erickson asked as to when the Council could request more grant money for next year. Aldermanic Representative Kott stated she will ask Council for the same as last year, which was \$50,000. Ms. Watkins stated some downtown groups have already requested \$75,000.
- Chairman Stelling asked if anyone else had news to add.
- Aldermanic Representative Kott stated that Burly Duck (old Coaches) have pulled out of the business since they will not be spending money for a sprinkler system.
- Mr. Guidry stated the laundromat is looking awful and needs to come before the Historic Preservation Commission. Commissioner Erickson replied there is not enough grant money available.
- Ms. Watkins stated a student representative will be appointed November 7, 2017 and will be able to attend the November 30, 2017 meeting.

## **ADJOURNMENT**

Commissioner Erickson moved, and Aldermanic Representative Kott seconded to adjourn the meeting at 7:26 p.m. *All were in favor and the motion carried.*

Recording Secretary,

Kristine Anderson  
Administrative Assistant