



**HISTORIC PRESERVATION COMMISSION
MEETING MINUTES
Thursday, November 30, 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 Darrel Eisenhardt were present. Commissioner Kevin O'Brien; Commissioner Maria Veronico; and Commissioner Daniel Colwell were excused. Student Representative Tyler Van Patten was present.

Chairman Stelling welcomed Student Representative Tyler Van Patten to the Historic Preservation Commission. Mr. Van Patten explained he is a junior at the Burlington High School and is excited to be on this government body, and also stated he is studying for an undergraduate degree for finance and then law school.

CITIZEN COMMENTS

None

APPROVAL OF MINUTES

Aldermanic Representative Kott moved, and Commissioner Eisenhardt seconded to approve the minutes of October 26, 2017.

Commissioner Erickson moved, and Aldermanic Representative Kott seconded to approve the special minutes of November 1, 2017.

LETTERS AND COMMUNICATIONS

None

OLD BUSINESS

None

NEW BUSINESS

A. 160 E. Chestnut Street

1. Certificate of Appropriateness for sign installation

- Commissioner Stelling introduced and opened this item for discussion.
- Gregory Guidry, Building Inspector, explained the sign measurements meet the ordinance. The sign was installed prior to approval due to the possible cold weather coming. Mr. Guidry informed the owner that the sign may need to come down, or changed, if it does not get approved.
- There were no further comments.

- Aldermanic Representative Kott moved, and Commissioner Erickson seconded to approve the Certificate of Appropriateness for the sign installation.
- All were in favor and the motion carried.

2. Sign Permit for sign installation

- Chairman Stelling introduced and opened this item for discussion.
- There were no further comments.
- Commissioner Eisenhardt moved, and Commissioner Erickson seconded to approve the Sign Permit application for the sign installation.
- All were in favor and the motion carried.
- Mr. Guidry mentioned The Jewelry Center will be on the next agenda for signage and suggested to everyone to take a look.

DISCUSSION ITEMS

A. Review of Façade Grant Funding Status.

- Chairman Stelling introduced and opened this item for discussion.
- Chairman Stelling explained the process and the reasoning behind the Façade Grants to Mr. Van Patten. Chairman Stelling stated there is 2,077.46 for the remaining balance.
- Mr. Guidry asked if the old train depot on Pine Street is in the Historic Preservation District. Chairman Stelling answered no, it is not part of the Historic District. Chairman Stelling explained that there is a second historic district that the City has no control over, it is the Kane Street District that was funded and has no regulations on building repairs unless a tax credit is requested.

ADJOURNMENT

Aldermanic Representative Kott moved, and Commissioner Eisenhardt seconded to adjourn the meeting at 6:43 p.m. *All were in favor and the motion carried.*

Recording Secretary,

Kristine Anderson
Administrative Assistant