



City of Burlington

HISTORIC PRESERVATION COMMISSION DRAFT MEETING MINUTES THURSDAY, JANUARY 27, 2011

Call to Order

The meeting was called to order by Tom Stelling at 6:30 p.m.

Roll Call

Present: Alderman Hintz, Commissioners Peter Derosier, Jeff Erickson, Judy Stone, Joel Weis. Commissioner Veronico was excused. Also present were Chairman Tom Stelling, Building Inspector/Zoning Administrator Patrick Scherrer and Karen Frost of Racine County Economic Development Corporation.

Citizen Comments

There were no citizen comments.

Approval of August 26, 2010 Minutes

Chairman Stelling entertained a motion. Commissioner Hintz motioned to approve the minutes of August 26, 2010. Commissioner Erickson seconded. All aye and motion carried.

202 E. Chestnut St. and 500 N. Pine St., Zott Law Office and Mays Insurance, Certificate of Appropriateness, Sign Permit Application and Façade Grant Application

Commissioner Joel Weis recused himself. Amy Zott stated that there will be three awnings to provide rain and ice protection over the stairways leading to the basement offices and for the main entrance off E. Chestnut Street. There was concern about the head clearance over the stairwells meeting the six foot, eight inch requirement. Mr. Weis stated he would like to use bird spikes in order to protect his awnings. Chairman Stelling entertained a motion. Commissioner Hintz motioned to table the matter until the commission receives more information and Commissioner Derosier seconded. All aye with the exception of Commissioner Weis as he refrained from voting. Motion carried. Amy Zott stated she will take steps to see if a text amendment to the ordinance could be done in order to allow exceptions to the head clearance requirement for stairwells, or provide the commission revised drawings showing six foot, eight inch head clearances over the stairwells. She stated she will also provide revised drawings of the lettering for her signage in Times New Roman font, as well as her logo. At this time Commissioner Weis came back to the table.

460 N. Pine St., Lucky Mojo's, Certificate of Appropriateness and Sign Permit Application

Dennis Spankowski of Burli Signs gave a presentation. He stated the sign will provide 8 feet of clearance. Commissioner Stone had a concern that the sign was not in scale with other signs in the area. Alderman Hintz stated he agreed that it would look better smaller, yet as a commission they are to see that it meets the guidelines. Commissioners Erickson and Weis voiced approval of the sign. Chairman Stelling stated that he received a complaint about the sign being in the form of a beer bottle. Commissioner Derosier stated that it is still within guidelines. Chairman Stelling entertained a motion. Commissioner Erickson motioned that the sign be approved as presented. Commissioner Hintz seconded. All aye and the motion carried.

388 N. Pine St., Trendsetters of Burlington, Certificate of Appropriateness and Façade Grant Application

A response team visit was made by Peter Hintz and Joel Weis. Trendsetters proposes to replace the double doors off the alley with a single, six-panel door that is 3 1/2 foot wide with an adjacent panel. Chairman Stelling entertained a motion. Commissioner Weis motioned to approve and Commissioner Stone seconded. All aye and the motion carried.

At this time, Chairman Stelling explained the response team procedure to new commissioner, Peter Derosier.

Discussion of Current Projects and Response Team Updates

- The El Chava Super Mercado project (116 W. Chestnut St.) is finished and can be removed off list.
- B. W. Surveying, Bob Wetzel, 412 N. Pine St., Patrick Scherrer is waiting to hear from him on proceeding with brick and mortar replacement.
- Hammes Emporium, 160 E. Chestnut is out of business and can be removed off list.
- Frank Troost, 133 E. Chestnut St., the cornice in transom window area still needs to be painted black.
- Mike Sullivan, 256 E. Chestnut St., has not removed or replaced windows, tuckpointed, or remove any panels to see what is underneath.

Review of Grant Funding Status

Karen Frost stated that as of January 1st, \$30,000 in additional façade grant fund monies has been given from the city's General Account.

Discussion of Potential Projects to be included in the Wisconsin Historical Society Certified Local Government subgrant application

Tina Chitwood of RCEDC submitted a request to the State for grant funds to be used with the Certified Local Government program. The amount of \$22,500 was granted. Chairman Stelling wanted to know where Tina is in the proposal process for companies who wished to identify potential projects to include in our historic realm, even though they are not actually in the historic district. Chairman Stelling stated that the commission would then be able to "certify" these projects themselves. Karen Frost who is filling in for Tina Chitwood, will look into this.

Discussion Concerning Potential/Future Projects and Notices of Violations in the Historic Preservation Overlay District

Zoning Administrator Scherrer stated that the tenant at 160 E. Chestnut has not vacated the first floor premises. (Ordinance does not allow living quarters for 1st floor properties in commercial districts). Alderman Hintz stated the Jasmine Tree (109 E. Chestnut St.) still has the wrong colors, (He has not repainted yet.) Chocolate Expressions, 256 E. Chestnut St., does not have gooseneck lighting up, Cannella Response Television, Accounting, Midwest Tai Chi and Self Defense, 609 N. Pine, is done and can come off the list, as well as Needful Things, 173 E. Chestnut St., which went out of business.

Chairman Stelling mentioned that there will be a multi tenant commercial building going up on Chestnut Street behind the parking structure. He said it will be the largest item to come before the Commission and we need to make sure that it fits in the historic district. He further stated the commission will need to work with the developer on this.

Discussion of policies, procedures and the vision for the future of the Historic Preservation Commission (Strategic Session)

Chairman Stelling stated that a meeting is needed to address wayfaring signage for the alleys. The Commission will need to approach the City to get an ordinance in place to allow this.

He also stated that a letter needs to be sent to downtown business owners to encourage them to maintain their buildings and to let them know that façade grants monies are available for the back of the buildings.

Commissioner Weis inquired as to when projects get official approval and was told that it is after they receive Council approval.

Adjournment

Chairman Stelling entertained a motion to adjourn. Commissioner Weis motioned and Commissioner Stone seconded. All aye and the motion carried. Meeting adjourned at 7:56 P. M.

Respectfully submitted,

June Bobier
Administrative Assistant
City of Burlington