



**HISTORIC PRESERVATION COMMISSION
MEETING MINUTES
TUESDAY, JANUARY 29, 2019**

The meeting was called to order by Chairman Darrel Eisenhardt at 6:20 p.m. Aldermanic Representative Susan Kott; Commissioner Steve Wagner; and Commissioner Daniel Colwell were present. Commissioners Frank Capra; Commissioner Ken Morrison; and Commissioner Kevin O'Brien were excused. Student Representative Tyler Van Patten was present. Student Representative Grace Lashbrook was excused.

CITIZEN COMMENTS

Judith Schulz, 533 Milwaukee Avenue, handed out a Tax Credit brochure.

APPROVAL OF MINUTES

Aldermanic Representative Kott corrected the November 29, 2018 minutes to read “to be removed or painted over” instead of “to be painted over”, and “Kott said to Mr. Thorngate that at that time he budgeted \$3,500 for removal of the sign because he knew” instead of “Kott asked why Mr. Thorngate budgeted for signage when he knew”.

Judith Schulz corrected the November 29, 2018 minutes to read “our Burlington Historic District is on” instead of “533 Milwaukee Avenue is on”.

Aldermanic Representative Kott moved, and Commissioner Colwell seconded to approve the corrected minutes of November 29, 2018 in the two areas.

LETTERS AND COMMUNICATIONS

None

OLD BUSINESS

None

NEW BUSINESS

- A. A Certificate of Appropriateness application from Brian Torgerson for property located at **164 E. Washington Street** to repair the front, side, and rear façade; which includes new windows and trim, door, and tuck-pointing.

- Chairman Eisenhardt introduced and opened this item for discussion.
- Tanya Fonesca, Graef, explained the Certificate of Appropriateness was recommended for denial because the applicant wanted to shrink the windows (which is against the ordinance), as well as information that was missing regarding the doors, windows, and the proposed wood paneling. Ms. Fonesca spoke with Jeff Erickson, representative, to bring more information to present at the meeting.

- Mr. Erickson explained the height of the front window is currently 119 inches and would like to make the knee wall come up higher, thus making the window shorter with 110 inches high. There will be two recessed paneled doors and the front windows will have black finish around the glass and the trim.
- Commissioner Colwell asked if anything in the front would be white. Mr. Erickson answered no, everything would be black. Mr. Erickson stated the top windows are double hung and the middle top window would be a fixed pane window. Commissioner Colwell questioned if there was a second door in the front. Mr. Erickson replied yes, the wood door would be for the upstairs apartment, and the other door would match the existing with a glass panel on top and the same lower panel. Mr. Erickson stated the air conditioning unit will be removed and glass will go in.
- Commissioner Colwell asked why the windows in the rear façade were covered up and how they plan to be updated. Mr. Erickson responded the windows are not all the way through, on the inside they do not exist. Ms. Fonesca explained even though the windows are not operable or it is not ideal to board up the windows, the applicant is trying to preserve the look of the windows for potential future restoration. Aldermanic Representative Kott suggested that Mercantile Hall used something that looks like a black tinted glass into the building, but you cannot see windows once you are inside.
- Ms. Fonesca asked what the future plans are for this building. Mr. Erickson replied the building is still on the market, but would like to get the outside repaired. Mr. Erickson stated there has been so many issues with previous applicants needing a sprinkler system because of the change of use. Mr. Erickson further stated there are no end results for plans.
- Commissioner Wagner asked why the storefront windows would be shorter. Brian Torgerson, owner, answered it was for safety to have the knee wall built higher.
- Chairman Eisenhardt questioned what will be happening with the back door and the cable dish. Mr. Erickson answered the back door (which is all wood) is the two panel door shown in the packet, and the cable dish is being taken down. Commissioner Colwell asked what can be done with the one bricked in window. Student Representative Tyler Van Patten stated he did not think it was a possibility to even open up the windows. Mr. Erickson stated there is plywood inside. Ms. Fonesca stated opening up the windows might not be the best thing to do at this time, especially not knowing what a future buyer would do with the building.
- Commissioner Wagner asked how the stained brick from the fire can be treated. Mr. Guidry explained that the brick on the Urb Garden located at 413 N. Pine Street will be cleaned and not painted. Mr. Torgerson stated he would ask the same person to clean his brick as well.
- Chairman Eisenhardt and Ms. Fonesca summarized what was discussed; the front doors should be 8 feet in height, the side door is the same size as the exiting, and the window is one fixed pane of glass measuring 72 inches high.
- There were no further comments.

- Commissioner Colwell moved, and Aldermanic Representative Kott seconded to approve the Certificate of Appropriateness for the repairs on three sides provided the two proposed front doors are 8 feet high, the side door is to be replaced with the same size as the existing, and to clean the brick in the back.
- All were in favor and the motion carried.

B. A Façade Grant Program application from Brian Torgerson for property located at ***164 E. Washington Street*** to replace front windows, door, and tuck-pointing.

- Chairman Eisenhardt introduced and opened this item for discussion.
- There were no comments.
- Aldermanic Representative Kott moved, and Commissioner Colwell seconded to approve the Façade Grant as presented not to exceed \$5,000.
- Gregory Guidry, Building Inspector, pointed out to the Commissioners what is allowed and not allowed to receive grants if violations were given. Mr. Guidry stated when a property is written up as a violation, the grants are not supposed to be given. Commissioner Wagner stated the buildings are decaying and need assistance for repairs. Mr. Guidry explained the owner was asked to do repairs since 2014, and the current pictures show that no changes have been made.
- Aldermanic Representative Kott moved, and Commissioner Wagner seconded to amend the approval of the Façade Grant as presented not to exceed \$5,000, and overrule the 2018 policy that does not allow a cited building to receive grants.
- Roll call: Aldermanic Representative Susan Kott; Commissioner Steve Wagner; Commissioner Daniel Colwell; and Chairman Darrel Eisenhardt.
- All were in favor and the motion carried.

C. A Façade Grant Program application from Brian Torgerson for property located at ***164 E. Washington Street*** to replace side windows and tuck-pointing.

- Chairman Eisenhardt introduced and opened this item for discussion.
- There were no comments.
- Aldermanic Representative Kott moved, and Commissioner Colwell seconded to approve the Façade Grant as presented not to exceed \$4,620.76, to include replacement of the lap siding around the side door, and overrule the 2018 policy that does not allow a cited building to receive grants.

- Roll call: Aldermanic Representative Susan Kott; Commissioner Steve Wagner; Commissioner Daniel Colwell; and Chairman Darrel Eisenhardt.
- All were in favor and the motion carried.

D. A Façade Grant Program application from Brian Torgerson for property located at **164 E. Washington Street** to retain existing rear windows, and add custom framing into existing windows, and tuck-pointing.

- Chairman Eisenhardt introduced and opened this item for discussion.
- There were no comments.
- Aldermanic Representative Kott moved, and Commissioner Wagner seconded to approve the Façade Grant as presented not to exceed \$4,700, to include cleaning of brick from the fire, and overrule the 2018 policy that does not allow a cited building to receive grants.
- Mr. Guidry informed the Commissioners the rear side (alley side) is not an approved side for receiving façade grants, since it is not a street facing side.
- Aldermanic Representative Kott moved, and Commissioner Wagner seconded to amend the approval of the Façade Grant as presented not to exceed \$4,700, to allow this side to be given a grant, to include cleaning of brick from the fire, and overrule the 2018 policy that does not allow a cited building to receive grants.
- Roll call: Aldermanic Representative Susan Kott; Commissioner Steve Wagner; Commissioner Daniel Colwell; and Chairman Darrel Eisenhardt.
- All were in favor and the motion carried.

DISCUSSION ITEMS

A. Review of Façade Grant Funding Status

- Chairman Eisenhardt introduced and opened this item for discussion.
- Chairman Eisenhardt stated Itzen’s Shoe Repair should reflect that the grant has been paid out on the spreadsheet. Chairman Eisenhardt further stated there is a \$39,300.96 balance remaining in Round 8 and \$10,000 was funded for Round 9 in 2019.

Commissioner Colwell stated the review of the Historic Preservation Policy should be added to an upcoming meeting.

ADJOURNMENT

Commissioner Colwell 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