



**HISTORIC PRESERVATION COMMISSION  
MEETING MINUTES  
THURSDAY, JANUARY 23, 2020**

The meeting was called to order by Chairman Darrel Eisenhardt at 5:30 p.m. Aldermanic Representative Susan Kott; Commissioners Frank Capra; Steve Wagner; and Bernard Petersen were present. Commissioners Ken Morrison and Kevin O'Brien were excused. City Administrator Carina Walters and Gregory Guidry, Building Inspector were also present.

**CITIZEN COMMENTS**

None

**APPROVAL OF MINUTES**

Commissioner Capra moved, and Commissioner Wagner seconded to approve the minutes of December 19, 2019.

**LETTERS AND COMMUNICATIONS**

None

**OLD BUSINESS**

None

**NEW BUSINESS**

**A. A Façade Grant Program application from Kevin Schuerman for property located at 372 N. Pine Street to install a hanging sign.**

- Chairman Eisenhardt introduced and opened this item for discussion.
- Chairman Eisenhardt stated the sign is up and it looks good.
- Gregory Guidry explained the signage was approved at the December 19, 2019 meeting, and the owner is requesting a grant for the sign.
- Commissioner Wagner asked if a grant can be applied retroactively after installation. Carina Walters, City Administrator, pointed out that at the June 12, 2019 HPC Workshop the Commissioners agreed staff could handle Sign Permit applications without a Certificate of Appropriateness (COA) application (only a Sign Permit application was required). Ms. Walters explained when looking at the grant application and policy guidelines, it indicates a COA approval is required to receive grant money, and that the work cannot be completed beforehand. Ms. Walters stated this is a simple clarification of text that staff can clear up on the application to reflect that no COA is required for signage. Ms. Walters further stated this sign was approved at the last meeting and staff recommends the grant approval.

- Commissioner Wagner asked if there is a timeline to retroact the grants. Ms. Walters requested that the timeline for grants, and if HPC wants a COA application for signage be required to receive a grant be added to the next agenda.
- Chairman Eisenhardt questioned if there had been a discussion regarding the existing sign coming down, and the parapet wall becoming a flat roof. Mr. Guidry responded yes, the existing sign will come down. There was also discussion about façade repairs coming in front of the board at a later date.
- There were no further comments.
- Commissioner Petersen moved, and Aldermanic Representative Kott seconded to approve the Façade Grant for the sign, but not to exceed \$250.00.
- Roll call: Chairman Eisenhardt; Aldermanic Representative Kott; Commissioners Capra; Wagner; and Petersen.
- All were in favor and the motion carried.

## **DISCUSSION ITEMS**

### **A. Discussion regarding possible options for façade repairs for property located at 388 N. Pine Street (Trendsetters).**

- Chairman Eisenhardt introduced and opened this item for discussion.
- Mr. Guidry explained the owner is providing façade repair options before moving forward with a formal submittal.
- Commissioner Wagner asked if this building was non-contributing. Mr. Guidry answered that it is.
- Mike Lenke, contractor, explained repairs to tuck-pointing and brick are needed because the building is damaged. The coping would come off and the roof would remain flat to keep the historical appearance. Mr. Lenke stated he has repaired most historical buildings throughout the State, and is familiar with the process of material use and colors.
- Aldermanic Representative Kott commented the coping would have to be restored or replaced.
- The Commissioner suggested to get a quote for cleaning the brick on both sides.

### **B. Review of Façade Grant Funding Status.**

- Chairman Eisenhardt introduced and opened this item for discussion.
- Chairman Eisenhardt stated \$50,000 of grant money was approved for Round 10 in 2020.
- Chairman Eisenhardt questioned Mr. Guidry if there were any updates on the three properties pending from Round 8. Mr. Guidry replied 533 & 541 Milwaukee Avenue was waiting until spring to paint, and the windows at 488 Milwaukee Avenue were being measured. Mr. Guidry further replied that he has not heard a response from the owners of 164 E. Washington. A discussion was ensued by the Commissioners regarding the update at 164 E. Washington Street.
- Commissioner Petersen asked if they can approach an owner of a building if it is in need of repair. Mr. Guidry answered yes, the Commissioners are encouraged to.

### **ADJOURNMENT**

Commissioner Wagner moved, and Aldermanic Representative Kott seconded to adjourn the meeting at 6:20 p.m. *All were in favor and the motion carried.*

Recording Secretary,

Kristine Anderson  
Administrative Assistant