



# City of Burlington

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## HISTORIC PRESERVATION COMMISSION MEETING MINUTES THURSDAY, AUGUST 25, 2011

### **Call to Order**

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

### **Roll Call**

Present: Chairman Tom Stelling, Commissioners Peter DeRosier, Peter Hintz, and Judy Stone were present. Commissioner Joel Weis was excused. Commissioner Erickson arrived at 6:36 p.m. Also present were Building Inspector/Zoning Administrator Patrick Scherrer and Stephanie Schulte of Racine County Economic Development Corporation.

### **Citizen Comments**

There were no citizen comments.

### **Approval of June 23, 2011 Minutes**

Chairman Stelling entertained a motion. Commissioner DeRosier motioned to approve the minutes of the June 23, 2011 meeting. Commissioner Veronico seconded. All aye. Motion carried.

### **256 E. Chestnut St., Mike and Nickie Sullivan, Certificate of Appropriateness**

Mike and Nickie Sullivan, owners of the building, were present. They stated that road construction vibration has made replacing the aluminum windows and metal panels on outside of building and tuckpointing necessary again. The Sullivan's inquired as to whether they could possibly get two grants if it is determined that there are two buildings there after the aluminum facade is removed. Chairman Stelling stated that a response team visit can be made at that time to make a determination. Judy Stone stated that windows on one half are lower. Chairman Stelling entertained a motion and Commission DeRosier motioned and Commissioner Erickson to recommended the Certificate of Appropriateness to the Common Council for windows, panel and tuckpointing. All aye and motion carried.

Chairman Stelling stated that this motion recodifies the original Certificate of Appropriateness as of August 25, 2011. He further entertained a motion. Commissioner Erickson motioned and Commissioner DeRosier seconded to approve the façade grant in the amount of \$5,000 per the conditions in Meehan and Co. memorandum dated July 18, 2011 and the Façade Grant

recommendation of Stephanie Schulte of Racine County Economic Development Corporation as follows respectively:

- MEEHAN AND CO.

1. The application and various other attached materials submitted to the City by the applicant for the "Certificate of Appropriateness" in compliance with Sections 315-42B. and E. and 315-139 of the City of Burlington Zoning Ordinance.
2. While the location of signage is shown on the proposed front (south) elevation and existing side (east) elevation, no new signage, exterior lighting, or awnings have been submitted by the applicant or are proposed at this time. Any such proposal shall require specific application, review, and approval by the Historic Preservation Commission.
3. Masonry and storefront material types, colors, and workmanship are to match the historic mortar and brick (including the historic placement and tuck-pointing style and the application) and storefront. Masonry restoration and repair is not to include any type of cleaning or application of surface treatment such as paint or stain to the masonry.
4. Samples of paint shall be provided to the Historic Preservation Commission for its review and approval prior to the issuance of a Certificate of Appropriateness.
5. Since decorative brackets are indicated beneath the first and second floor cornices, the Historic Preservation Commission will need to determine if it needs to see additional drawings of the brackets which are proposed by the applicant.
6. Any additional conditions which may be recommended by the Historic Preservation Commission consistent with City Zoning Ordinance requirements for the HPO Historic Preservation Overlay District.

- RCEDC

1. Applicant will provide invoices and/or receipts and lien waivers to the HPC to ensure compliance with the original application.
2. Applicant will wait to perform this work until Common Council takes final action on approval.
3. If the project is not completed and if the façade grant is not disbursed within six months, the HPC reserves the right to rescind the allotted grant amount.

A roll call vote was taken: Stelling: Aye; DeRosier: Aye; Erickson: Aye; Hintz: Aye; Stone: Aye; Veronico: Aye; Weis: Excused. All aye. Motion carried.

### **189 E. Chestnut St., Chase Bank, Certificate of Appropriateness and Sign Permit Application**

Chairman Stelling entertained a motion. Commissioner Erickson motioned to approve the signage package except for Item B because there is no awning in the package. Commissioner Stone seconded. All aye. Motion carried.

### **256 E. Chestnut St., Chocolate Expressions, Sign Permit Application**

Chairman Stelling stated there needs to be more seriffs on the lettering of the sign in order for it to be more historic in appearance. He then entertained a motion. Chairman Erickson motioned to approve the Certificate of Appropriateness to the Common Council for the signage with the colors SW 7283 Revival Gray and Copper Red SW 2839 with font change and needed seriffs. Commissioner DeRosier seconded. All aye. Motion carried.

### **166 E. Jefferson, Burlington Public Library, Certificate of Appropriateness**

Chairman Stelling entertained a motion. Commissioner DeRosier motioned to recommend approval of the Certificate of Appropriateness to the Common Council to scrape, power wash, trim and paint. Commissioner Hintz seconded. All aye and motion carried. Chairman Stelling state there can't be high water pressure on wood and that Brian Wood, maintenance man should contact him if restoration is needed and he will recommend "albatron" which is a "plastic wood".

### **Discussion of Current Projects and Response Team Visits.**

Chocolate Expressions, 256 E. Chestnut St.- The commission was informed by Chairman Stelling that this is still being worked on.

Michael Melby (Wisconsin Craftsman) – The commission was informed by Chairman Stelling that there is nothing new to report.

Trend Setters, 388 N. Pine St. – The commission was shown a picture of the new awning. It was agreed by the commission that this item can be removed from the current projects list.

Mark Starzyk, 404 N. Pine St. – The commission was informed by Chairman Stelling that the entrance door has been restored and it was agreed by the commission that this item can be removed from the current projects list.

Bob Wetzel, B. W. Surveying, 412 N. Pine St. – It was agreed by the commission that this project is done and that this item can be removed from the current projects list.

Jasmine Tree, 109 E. Chestnut St. – The commission was informed by Patrick Scherrer that this building has been painted and it was agreed that this item can be removed from the current projects list.

**Discussion regarding issuing expirations of approvals of various plans and approvals by the City .**

Chairman Stelling stated that the city is considering a 12 month expiration for Certificates of Appropriateness and wants a recommendation from the HPC commission. Chairman Stelling entertained a motion. Commissioner Veronico motioned and Commissioner Erickson seconded to recommend the 12 month expiration for Certificates of Appropriateness to the Common Council. All aye. Motion carried.

**CLG subgrant matter – members will need to indicate if they would like to be part of the interviews for choosing a company that will be doing the survey of the historical places in Burlington.**

Stephanie Schulte of RCEDC stated that she has received three new proposals for the survey work. Our \$25,000 grant given by the State will be applied towards the proposal that is accepted. Chairman Stelling stated that we will extend an invitation to Don Vande Sande, director of the Burlington Historical Society to be involved in the interview process. The interview team would then consist of Thomas Stelling Chairman of Historic Preservation Commission, Stephanie Schulte of Racine County Economic Development Corporation and Mr. Vande Sande contingent on his acceptance.

**Review of Grant Funding Status**

Chairman Stelling stated there is \$24,000 in unobligated funds.

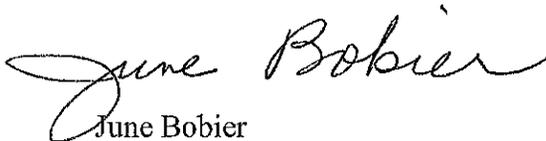
**Discussion Concerning Potential/Future Projects and Notices of Violations in the Historic Preservation Overlay District**

Pat Scherrer stated that Lucky Mojo’s (460 N. Pine St.) has been painted (since being cited for such in a “Notice of Violation”).

**Adjournment**

Chairman Stelling entertained a motion. Commissioner Erickson moved to adjourn the meeting and Commissioner DeRosier seconded. All aye. Motion carried. The meeting was adjourned at 7:27 P.M.

Respectfully submitted,



June Bobier  
Administrative Assistant  
City of Burlington