



**HISTORIC PRESERVATION COMMISSION  
MEETING MINUTES  
Thursday, June 25, 2015**

The meeting was called to order by Chairman Tom Stelling at 6:30 p.m. Commissioner Darrel Eisenhardt; Commissioner Kevin O'Brien; and Commissioner Jeff Erickson were present. Alderman Tom Preusker; Commissioner Maria Veronico and Commissioner Joel Weis were excused. Building Inspector Gregory Guidry was also present.

**CITIZEN COMMENTS**

None

**APPROVAL OF MINUTES**

Commissioner Erickson moved, and Commissioner Eisenhardt seconded to approve the minutes of May 28, 2015. All were in favor and the motion carried.

**LETTERS AND COMMUNICATIONS**

None

**OLD BUSINESS**

**A. A Certificate of Appropriateness from Jim Martin representing Welders Supply for property located at 516-518 Mill Street to install two sloped canopies that was tabled from the May 28, 2015 meeting.**

- Chairman Stelling introduced and opened this item for discussion.
- Commissioner Erickson moved, and Commissioner O'Brien seconded to remove this item from the table.
- Commissioner Erickson questioned if the drawing of the sloped roof was different than what was originally presented. Commissioner Eisenhardt questioned if the canopy and columns will be a brown color, like the rendering shows. Jim Martin replied the drawing stayed the same, just drawn out and colored for a better perspective for the sloped roof and the colors are to match the grayish siding on the south side and the windows on the north side. Commissioner Erickson asked if there will be lighting underneath the roof. Jim stated there will be LED canned lighting. Commissioner Erickson stated the cylinders that are fenced in now, will remain fenced in. Chairman Stelling stated there will be no gate in the back anymore.
- There were no further comments.

- Commissioner Erickson moved, and Commissioner O'Brien seconded to recommend the approval of the Certificate of Appropriateness to install two sloped canopies, subject to Patrick Meehan's memorandum.

- All were in favor and the motion carried.

**B. A presentation was given by Bike Burlington March 26, 2015 for a bike rack design. Bike Burlington would like an opinion from the commissioners if the design and color of the selected project is appropriate for the Historic District, to be placed on the corner of E. Chestnut Street and N. Pine Street.**

- Chairman Stelling moved this item later in the meeting.

### **NEW BUSINESS**

**A. A Certificate of Appropriateness application from Antonio Laurie of Silver Cloud for property located at 588 N. Pine Street to install window signage on the front windows and the door.**

- Chairman Stelling introduced and opened this item for discussion.
- Commissioner Erickson stated vinyl signs will be placed on two windows and a door. Commissioner Erickson also stated the hours of operation sign shall be changed from laminated poster to vinyl lettering. Jennifer Laurie of Silver Cloud stated they would also be willing to use a pre-purchased board sign if allowed. Gregory Guidry stated he will do research to see if that type of sign is allowed.
- There were no further comments.
- Commissioner Eisenhardt moved, and Commissioner Erickson seconded to recommend a conditional approval of the Certificate of Appropriateness to install window signage on the front windows and the door with the exception of changing the hours of operation sign to vinyl lettering, subject to Patrick Meehan's memorandum.
- All were in favor and the motion carried.

**B. A Sign Permit application from Antonio Laurie of Silver Cloud for property located at 588 N. Pine Street to install window signage on the front windows and the door.**

- Chairman Stelling introduced and opened this item for discussion.
- There were no comments.

- Commissioner Erickson moved, and Commissioner O'Brien seconded to recommend a conditional approval of the Sign Permit to install window signage on the front windows and the door with the exception of changing the hours of operation sign to vinyl lettering, subject to Patrick Meehan's memorandum.
- All were in favor and the motion carried.

**C. A Certificate of Appropriateness application from Andrea Brewer of Raw Salon & Spa for property located at 332 N. Pine Street to install an awning, remove an existing window air conditioner, replace and paint the transom windows, and paint the front entry door and bottom sill.**

- Chairman Stelling introduced and opened this item for discussion.
- Commissioner Erickson questioned if the color of the new awning is to match the existing awning. Andrea Brewer of Raw Salon & Spa stated the color will be the same which is "Sunbrella Charcoal". Commissioner Eisenhardt asked if the transom windows will be replaced and painted to match what is currently there. William Cunningham, owner of Raw Salon & Spa, stated the transom windows are all rotted and will be replaced with new aluminum transom windows, with dividers, to match the existing windows. William also stated the air conditioner unit will come out in order for the awning to be installed. Andrea stated the paint color for the windows, door and bottom sill will be a charcoal color, SW2821 Downing Stone.
- There were no further comments.
- Commissioner Eisenhardt moved, and Commissioner O'Brien seconded to recommend the approval of the Certificate of Appropriateness to install an awning, remove an existing air conditioner, replace and paint the transom windows, and paint the front entry door and bottom sill, subject to Patrick Meehan's memorandum.
- All were in favor and the motion carried.

**D. A Sign Permit application from Andrea Brewer of Raw Salon & Spa for property located at 332 N. Pine Street to install the awning signage.**

- Chairman Stelling introduced and opened this item for discussion.
- There were no comments.
- Commissioner Erickson moved, and Commissioner Eisenhardt seconded to recommend the approval of the Sign Permit to install the signage for the awning, subject to Patrick Meehan's memorandum.
- All were in favor and the motion carried.

**E. A Façade Grant application from Andrea Brewer of Raw Salon & Spa for property located at 332 N. Pine Street to remove an existing window air conditioner, replace and paint the transom windows, and paint the front entry door and bottom sill.**

- Chairman Stelling introduced and opened this item for discussion.
- Chairman Stelling stated the amount of the reimbursement shall not exceed \$5,000.
- There were no further comments.
- Commissioner Erickson moved, and Commissioner O'Brien seconded to recommend the approval of the Façade Grant to repair the façade, subject to Patrick Meehan's memorandum.
- Roll call: Chairman Tom Stelling; Commissioner Darrel Eisenhardt; Commissioner Kevin O'Brien; and Commissioner Jeff Erickson were present. Alderman Tom Preusker; Commissioner Maria Veronico and Commissioner Joel Weis were excused.
- All were in favor and the motion carried.

**F. A Certificate of Appropriateness from Angela Kretchmer for property located at 120 E. Chestnut Street to install window signage and a sign inside of the Storefront Display Window.**

- Chairman Stelling introduced and opened this item for discussion.
- Commissioner Eisenhardt stated with the letters being 10 inches and 12 inches tall for the "K & D Vape Shop" sign on the right side of the window, covering 21.79 square feet in area which is 69.73 percent of the window, the sign is too large and can only cover 30 percent of the window. Commissioner Erickson stated the 15 inch by 15 inch "18 to Enter I.D. Needed" sign should match the lettering style with the right side and left side windows to be uniform.
- There were no further comments.
- Commissioner Erickson moved, and Commissioner O'Brien seconded to recommend a conditional approval of the Certificate of Appropriateness to install window signage and a sign inside the window with the exception of the "K & D Vape Shop" sign changed to meet the 30 percent requirement and the "18 to Enter I.D. Needed" sign to match the other signs' lettering style, subject to Patrick Meehan's memorandum.
- All were in favor and the motion carried.

**G. A Sign Permit application from Angela Kretchmer for property located at 120 E. Chestnut Street to install window signage and a sign inside of the Storefront Display Window.**

- Chairman Stelling introduced and opened this item for discussion.

- There were no comments.
- Commissioner Eisenhardt moved, and Commissioner Erickson seconded to recommend a conditional approval of the Sign Permit to install window signage and a sign inside the window with the exception of the “K & D Vape Shop” sign changed to meet the 30 percent requirement and the 18 to Enter I.D. Needed” sign to match the other signs’ lettering style, subject to Patrick Meehan’s memorandum.
- All were in favor and the motion carried.

**H. (See Old Business B) A presentation was given by Bike Burlington March 26, 2015 for a bike rack design. Bike Burlington would like an opinion from the commissioners if the design and color of the selected project is appropriate for the Historic District, to be placed on the corner of E. Chestnut Street and N. Pine Street.**

- Chairman Stelling introduced and opened this item for discussion.
- Madonna Carr of Bike Burlington brought in a model size display of the bike rack and stated the artist chose orange, because of the Burlington High School colors. Commissioner Erickson stated since there is more than one school color in Burlington, such as Catholic Central High School being blue, the other schools might be offended. Commissioner O’Brien recommended changing the color, but to still choose a bright color from a historic color chart.
- Gregory Guidry stated before installation, the bike rack shall be approved by the Department of Public Works and himself to verify if it complies with the City ordinances.
- There were no further comments.
- Commissioner O’Brien moved, and Commissioner Eisenhardt seconded to recommend the approval of the appropriateness of the bike rack design with the color being of a historic color.
- All were in favor and the motion carried.

**DISCUSSION ITEMS**

**A. Review of Façade Grant Funding Status.**

- Chairman Stelling introduced and opened this item for discussion.
- Chairman Stelling stated the funds in the amount of \$7,875.77 from Round 4 were disbursed to 484 N. Pine Street on June 6, 2015. The actual balance remaining is \$20,118.62 from

Round 5 which includes \$118.62 from Round 4 dated June 16, 2015. Tonight the property located at 332 N. Pine Street is the first grant fund applied for and shall not exceed \$5,000.

- There were no further comments.

**ADJOURNMENT**

Commissioner Erickson moved, and Commissioner Eisenhardt seconded to adjourn the meeting at 7:15 p.m. *All were in favor and the motion carried.*

Recording Secretary,

Kristine Anderson  
Administrative Assistant