



**HISTORIC PRESERVATION COMMISSION
MEETING MINUTES
THURSDAY, MARCH 22, 2012**

Call to Order

The meeting was called to order by Chairman Stelling at 3:30 p.m.

Roll Call

Chairman Stelling introduced John Lynch who will be a new member on the commission. He will be serving as the Planning Commission representative.

Present: Chairman Tom Stelling, Commissioners Jeff Erickson, Peter Hintz, John Lynch and Joel Weis. Commissioners Judy Stone, and Maria Veronico-Ventura were excused. Student Representatives Katie Hart and Serena Wanasek were not present. Building Inspector/Zoning Administrator Patrick Scherrer was excused. Also present was Stephanie Schulte of Racine County Economic Development Corporation.

Citizen Comments

There were no citizen comments.

Approval of February 23, 2012 Minutes

Chairman Stelling entertained a motion. Commissioner Hintz moved to approve the minutes of the February 23, 2012 meeting and Commissioner Erickson seconded. Chairman Stelling stated there is a minor correction to be made. He stated that under Citizen Comments it reads "This would create a subsequent lack of a quorum and "this" items would have to held over to a later date." Chairman Stelling stated that the word "this" needs to be corrected to "these". Recording secretary June Bobier affirmed that the change will be made. All aye. Motion carried.

166 E. Jefferson St., Burlington Public Library, Certificate of Appropriateness

Commissioner Erickson moved to approve the Certificate of Appropriateness for the replacement of two exterior doors with sand castle color. Commissioner Weis seconded. All aye. Motion carried.

492 N. Pine St. – Coffee House – Certificate of Appropriateness – Façade Renovations

Chairman Stelling recused himself due to a conflict of interest and gives the chair over to Commissioner Pete Hintz. Leslie Scherrer of the Scherrer Group was present and the commission advised her that the window needs to be wood and not vinyl. Presiding Chairman Hintz entertained a motion. Commissioner Erickson moved to recommend approval to the Common Council of the Certificate of Appropriateness as per Sections 2 and 3 of Meehan and Company's review as follows:

2. The window replacement frame style, colors, and workmanship are to match the historic character of the other windows located on the wall.

3. Brick masonry material types, colors, and workmanship are to match the historic mortar and brick (including the historic placement and tuckpointing style and the application). Masonry restoration and repair are not to include any type of cleaning or application of surface treatment such as paint or stain to the masonry.

Commissioner Weis seconded the motion. All aye. Motion carried.

Sign and awning permit

Presiding Chairman Hintz entertained a motion. Commissioner Erickson motioned to approve the sign permit application and also to recommend approval to the Common Council of the Certificate of Appropriateness for the signs and awning for the front of the building along Pine Street. He further motioned that this would not include any type of banner signs since the drawings did not indicate where they would be placed on the building. Commissioner Weis seconded. All aye. Motion carried.

Façade Grant Application

Commissioner Erickson moved to approve a façade grant in the amount of up to \$5,000 for façade work (painting and tuckpointing) and awnings on Chestnut St. only and not Pine Street due to Pine St. having gotten an earlier grant. Commissioner Hintz seconded. A roll call vote was taken: Lynch: Aye; Erickson: Aye; Hintz: Aye; Stone: Excused; Veronico: Excused; Weis: Aye. Motion carried.

Commissioner Erickson moved to approve a façade grant in the amount of up to \$250.00 for signage on E. Chestnut St. Commissioner Weis seconded. A roll call vote was taken: Lynch: Aye; Erickson: Aye; Hintz: Aye; Stone: Excused; Veronico: Excused; Weis: Aye. Motion carried.

Tom Stelling resumed his position as chairman.

Fred's Parkview, 596 N. Pine St.

Commissioner Lynch motioned to table this item due to the absence of the Zoning Administrator Pat Scherrer who was excused due to an illness and had some additional input on this item. Commissioner Weis seconded. All aye. Motion carried.

Discussion of Current Projects and Response Team Visits

Chairman Stelling stated that the signage and awnings for Oldenburg Insurance, 100 E. Chestnut St. have been replaced. Stephanie Schulte of RCEDC was advised by Chairman Stelling that funds can be released for the Bigelow project (façade improvements and signs) at 481 Milwaukee Ave. and the Oldenburg project (signage and awning) at 100 E. Chestnut St.

Review of Grant Funding Status

Stephanie Schulte of RCEDC stated that there is \$8503.12 in unobligated funds. Chairman Stelling stated that he would like to see the commission get more funding. Commissioner Hintz (as the Aldermanic Representative to the Commission) stated that he thought \$20,000 was forthcoming. Chairman Stelling stated that the rear facades of buildings need improving and it was agreed by the commission that the Council be approached to see if monies might be available for this. Chairman Stelling indicated he would move forward with the issue.

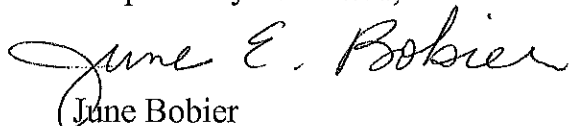
Discussion Concerning Potential/Future Projects and Notices of Violations in the Historic Preservation Overlay District

Commissioner Stelling directed Stephanie Schulte of RCEDC to find out what the current status of the historic intensive survey is from Jennifer Lehrke of LJM Architects.

Adjournment

Chairman Stelling entertained a motion. Commissioner Erickson moved to adjourn the meeting and Commissioner Hintz seconded. All aye. Motion carried. The meeting was adjourned at 4:13 P.M.

Respectfully submitted,



June Bobier
Administrative Assistant
City of Burlington