

HISTORIC PRESERVATION COMMISSION
MEETING MINUTES OF 3/20/2018 4:02pm

Present: Jessica Modica, Scott Winter, Steve Schlamp, Pam Borowski, Katie Ludwig, Christopher Fye, Tanya Wilkinson

Absent: Nancy McDonald, Mike Meade

Approval of agenda. Motioned to approve by Pam, seconded by Katie. Passed 6-0.

Approval of the minutes from 2/20/18

Christopher made a motion to approve the minutes, seconded by Pam. Passed 6-0.

No public comments

Communications

Tanya introduced herself as the new grant writer to the Commission and informed them that she would be taking over the as the representative.

COA review-

Deininger-

Deininger stated that the paint color would remain the same and the aluminum trim would be painted to match. Deininger stated that color trim was available, but the colors did not match the existing paint color.

The question was asked about how often they needed to repaint. Deininger stated that they painted in 2006 and only has had to do some touching up.

It was added that it is a 1 inch stop assembly, which is traditional and preferred.

There were no directions on how to prep the trim for paint, but Deininger stated that she could as the contractor.

It was asked how long it would take to get the items in. Deininger stated that it has not been order yet but stated that it would be completed well before the timeframe of July 31st.

It was clarified that both North and East windows would be replaced.

Katie made a motion to approve the COA, it was seconded by Pam. Passed 6-0

2018 Façade Improvement Grant Application

Page 1

Typo- second paragraph under description, second sentence. – delete the word “for”

Add “availability of funds” to the sentence beginning with “grant will be payable ...”

Front Cover

New Due Date

Page 2

Noncontributing buildings – confusion on how this read

Clarify if the Downtown District and the TIFF were the same

Add a list of Historic properties available for applicates

Eligible use of Funds

Add the statement the word “contracted” to define work done that qualify for funds

Add not eligible for funds are projects that consist only of windows, unless the windows were to fill the original window opening. Possibly add that the window replacement should add to the historical integrity of the original place.

Place in the 4th bullet point “historic” windows and doors

Create a way to give preference to projects that are removable of non-original elements and replaced with historical elements. Then the next level would be maintenance/restoration of existing historical elements

Under Funding requirements/limitations

Add no work previously completed is eligible for funds.

Process of COA

Evaluate the process and assign a timeframe when the application and COA is completed. This would include a workshop for applicants. Example – workshop in the Fall- late October/November, COA reviews December, January. Applications due February 1st with Commission reviewing the February meeting.

Making workshop recommended to apply for funds or have the applicants to meet with the Community Development Director.

Application requirements - add the applicant must include an approved COA with application.

Create an application process ex. 1. Attend workshop or meet with Community Development Director

2. Obtain COA

3. Submit application and COA

#3 – instead of the committee and Add “Community Development Director” to the sentence referencing the completeness of the application and who they are reviewed by.

Completed application will be forwarded to the commission and award recommendations forwarded to the city council.

Points

Remove points for a complete application, move those 10 points to major façade improvements beyond painting, increasing that to 20 points

The 50-point project scope is difficult

Historic properties - give preference

Conformity – possible look at it on a sliding scale – All projects should conform with the projects guidelines

Contributing – 10 pts Non-Contributing – 0 pts

Single Story renovation – 10pts

Second floor change to Multiple floor – 10 pts for renovations to multiple floors

Scope of work – remove this

Add - for the impact the project has on streetscape/urban fabric – 50 pts

Add - for how transformative the project is – 20 pts

Page 6 / Application

Remove tenant option / add that applicant must be the owner of the property

Budget

Make a recommendation to the council for an increase from \$10,000

Change to - up to \$30,000 but no more than 75% of the available funds

Also, reserve the right to partially fund projects.

Must receive a set amount points to receive funding

Other Business –

The plaques were research and it was found that the brick pavers would be better option. It would be available in 8x8 or 12x12, flush engraving filled with epoxy which holds up to scraping, cleaning and weather.

This would be paid for by Paint the Port. The cost for an 8x8 with shipping and engraving would be approx. \$179

It would need to be determined where the pavers would be placed.

No Public comment

Steve made a motion to adjourn and seconded by Christopher.

The Commission approved the March 20, 2018, minutes on April 17, 2018.

Prepared by: C. Marney