

HISTORIC PRESERVATION COMMISSION
MEETING MINUTES OF 4/17/2018 4:03pm

Present: Nancy McDonald, Jessica Modica, Scott Winter, Steve Schlamp, Katie Ludwig, Christopher Fye, Tanya Wilkinson

Absent: Mike Meade, Pam Borowski,

Nancy made a motion to approve the agenda. Motioned to approve by Steve
Approval of the minutes from 3/20/18 Katie made a motion to approve the minutes, seconded by Chris.
No public comments or communication

2018 Façade Improvement Grant Application

Budget Discussion was had about the increasing the amount of funds to \$30,000. The argument was made about having several smaller improvements. The other side to that was discussed. That it was preferred to have one large significant change, when a project was viewed as making a charge in the downtown, rather than several smaller projects.

It would also allow for the ability/flexibility to be able to grant the funds for a sizable project

The question was posed if the Commission wanted to place a maximum on a single façade versus a dual façade.

The goal of the Paint the Port is to contribute \$10,000 towards the façade program. \$20,000 comes for the TIFF toward the façade program.

The funds remaining should be rolled over into the next round of grants. It was stated that it would be researched if this was occurring with the remainder to the grant funds from this year.

It was asked for clarification on if the Historic Preservation District matched up with the Downtown TIFF District.

The corrections notated from last meeting were reviewed.

The idea of the determination of contributing and non-contributing buildings for the COA application made by City Staff was discussed.

Using the Freeport Central Business District Historic Structure Survey as a guide was also discussed. Chris stated he would look to see if he could locate additional copies.

Nancy stated she would make the changes to the application and submit the changes to the Commission for review.

Points

Remove points for a complete application

Historic properties - give preference

Contributing or Significate – 10 pts

Non-Contributing – 0 pts

Current active retail points removed and adjusted to be: Single story project - 10pts

Second/Multiple floor – 10 pts (additional)

Add - for how transformative the project is – 20 pts - major improvement/size and scope

Add - for the impact the project has on streetscape/urban fabric – 50 pts, this is based on how well it fits in to the streetscape, does it provide reactivation of a storefront that reactivates the street

Past façade grant recipients are eligible to apply

Narrative

Be more descriptive in the instructions for a narrative – Tell us about your project, how has your business been involved in the community, why do you want to do it, how will it be better, and do you have plans for the façade in future years.

Dates

Workshop – Wednesday October 17, 2018 - application available at the workshop – recommended to attend

Review COA's during meetings in Nov, Dec, Jan

Deadline for COA January 7, 2019

Deadline for application February 11, 2019

Applications reviewed by Commission February 19, 2019

March 4, 2019 to council

Notification to applicates March 6, 2019

All projects must be completed August 30, 2019, but an extension can be granted if requested

Possibly adding an incentive that all facade applications granted receive no fee for the building permit

Applicates need to submit photos/story board to provide a visual of the project.

Add to the application that the owner must apply, they may have a representative

Reserve the right to partially fund projects

75 points is the minimum to be awarded

15 minutes to present project to the commission w/ questions

Project must have a COA to be awarded the grant

All building permits need to be presented to the HPC and request a COA

Other Business –

Inspector has been in contact with Abet Books and the City is giving him some options

Chris brought up the Vantha's building in the downtown. He stated that there are bricks falling off the building. Nancy stated that the building will be going thru a tax sale in June.

Next meeting - identify historic buildings that the City may need to address

Steve stated that the Rawleigh Building has some bricks that have recently started to fall off.

No Public comment

Jessica made a motion to adjourn and seconded by Steve.

The Commission approved the April 17, 2018, minutes on May 15, 2018.

Prepared by: C. Marney