

HISTORIC AREA COMMISSION
1 Municipal Drive
September 9, 2021

Present: Laura Fontana, Chairperson
Justin Day
Kevin Wade
Mark Chaump
Bill Walters

Also Present: Jeff Bergstrom, City Building Official
Leila Hamroun, Architectural Consultant

Ms. Fontana convened the meeting at 6:32 p.m. Roll call followed and a quorum to conduct business was declared.

Approval of the Minutes

A Motion to approve the July 15, 2021 Minutes as presented was made, seconded and unanimously carried.

New Applications

107 The Strand – Warren & Mary Grace Flowers

Ms. Fontana noted that Mr. and Mrs. Flowers consulted with the HAC at the July 15, 2021, meeting to discuss the project and ensure that when their Application was submitted it would comply with the Standards and Guidelines. Mr. and Mrs. Flowers also consulted with Ms. Hamroun regarding the project.

It was noted that the following recommendations were incorporated into the design:

- The front and sides of the house will be brick.
- The back deck and rails will be Trex® composite.
- The overall height of the house was reduced from 42' to 37' to align better with other properties on the street. It was noted that the reduction in height will still provide usable space on the 3rd story.

Ms. Hamroun noted that the elevation now also reflects a nice hierarchy of the windows. It was also noted that adjacent properties are approximately 35-1/2' high. Ms. Hamroun stated that the design and materials meet the Standards. During discussion it was also noted that:

- The house goes to the property line on one side and there is an alley-way on the other side.
- The front encroaches on the setback and in order for City Council to approve the encroachment a recommendation from the HAC to the City Council suggesting the encroachment would be appropriate to align with other properties is necessary.

A Motion was made to approve the Application for a single family home to be constructed at 107 The Strand with the following stipulations:

- The house will be brick on the front and sides.

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- The dormers on the back and the back of the house will be LP SmartSide engineered wood.
- The dormers and windows on the front will be JeldWen wood.
- The back deck and rails will be Trex® composite.
- The overall height of the structure of 37' as presented on the drawings is approved.
- The placement of the HVAC as presented on the drawings is approved.
- Materials as presented are approved.

In addition, the Historic Area Commission recommends to City Council that the front encroachment be approved, as it is appropriate to align with other properties on the street.

The Motion was seconded and on vote was unanimously carried.

53 E 4th Street – Louis & Maureen Van Dyke

Mr. Steve Shen came forward to represent the property owners, who were unable to be in attendance.

Mr. and Mrs. Van Dyke's architect consulted with the HAC at the December 10, 2020, meeting to ensure that when their Application was submitted it would comply with the Standards and Guidelines.

Ms. Hamroun noted that the majority of the renovations are on the interior with no changes to doors or windows. On the back a small addition is proposed for a utility room and bathroom. Ms. Hamroun stated that in order to consider the Application for a Building Permit additional information as to what is being done to the exterior wall and the windows is necessary. She added that if the Commission members agree, and as long as the rear addition is minimal and does not exceed the overall height and volume, HAC could approve the concept pending additional information and it could be reviewed as Tier 1.

Ms. Fontana noted that the Application also includes interior renovation of the barn. Mr. Shen stated that the outside of the barn will not be touched. Ms. Hamroun stated that information would also need to be clarified and the Application must clearly state the extent of the proposed work on the barn. During discussion it was noted that in-kind replacement of windows on the barn could be reviewed as Tier 1.

After discussion, it was agreed that due to special circumstances the concept of the Application would be approved for consideration as a Tier 1 Review. It was noted, however, that if the Application did not meet Tier 1 standards, the Application would have to be submitted to HAC for a full review. Ms. Hamroun suggested that the architect consult with her prior to submitting a revised Application.

A Motion was made to approve the concept of the work to be done for Tier 1 review, contingent on a revised and complete Application being presented showing no changes to the drawings and all in-kind materials are used. The Motion was seconded and on vote was unanimously carried.

Old Business

EV Charging Stations

Mr. Day noted that usage of the 3rd Street Parking Lot charger has increased. Mr. Walters suggested that an international symbol for charging stations be included in any signage. Mr. Day stated that MSC has the units and has indicated they are ready to install additional chargers pending approval. It was noted that some of the recommended locations for additional charging stations belong to the Trustees.

Ms. Fontana noted that there would be a cost to the property owners to run wire for the charging stations. Relative to additional chargers in the 3rd Street Parking Lot it was noted that HAC did not approve installation of additional chargers closer to the street than the charger already installed.

Ms. Fontana will ask Mr. Blomquist at MSC to obtain approval from the Trustees to place additional charging stations in the 3rd Street Parking Lot, and to discuss the installation of charging stations at other locations owned by the Trustees.

HAC Application

Ms. Hamroun presented a mock-up of the new HAC Application, noting that Mr. Losco had reviewed the Application. During discussion feedback was solicited from Commissioners and City Staff and a number of revisions were recommended. It was also recommended that the online version of the Application be editable.

Ms. Hamroun will edit the Application to incorporate the recommendations and submit it for immediate use in person and online. Ms. Fontana noted that the Application can be revised based on user feedback. Ms. Hamroun stated that the online version should include a link with the acknowledgement that the form was developed with the support of the CLG Grant Program.

New Business

Parking Lot Signage

Mr. Walters stated he would speak with Mr. Lafferty to see if there is an international icon that can be incorporated in signage for EV charging stations. Ms. Fontana opined that development of parking lot signage was not under the purview of the HAC and stated the item should be removed from the next Agenda.

There being no further business to discuss, Ms. Fontana called for a Motion to Adjourn.

A Motion to adjourn was made, seconded and unanimously carried, and the meeting adjourned at 7.36 p.m.

Respectfully submitted,

Kathleen R. Weirich
Stenographer