

**HISTORIC DISTRICT COMMISSION
MINUTES OF AUGUST 19, 2020**
Held Remotely Via Zoom And Telephone Access

Minutes of the regular meeting of the Historic District Commission ("HDC") held Wednesday, August 19, 2020. Chairman John Henke called the meeting to order at 7:00 p.m.

1) ROLLCALL

Present: Chairman John Henke; Vice-Chairman Keith Deyer; Board Members Gigi Debbrecht, Natalia Dukas, Michael Willoughby

Absent: Board Members Doug Burley, Patricia Lang; Alternate Member Kevin Filthaut

Administration: Nicholas Dupuis, City Planner
Laura Eichenhorn, Transcriptionist

Chairman Henke thanked everyone for joining the virtual meeting and reviewed protocol for virtual meetings.

08-50-20

2) Approval Of Minutes

Motion by Ms. Dukas

Seconded by Mr. Willoughby to approve the HDC Minutes of July 1, 2020 as submitted.

Motion carried, 5-0.

VOICE VOTE

Yeas: Dukas, Willoughby, Debbrecht, Deyer, Henke

Nays: None

08-51-20

3) Courtesy Review

None.

08-52-20

4) Historic Design Review

None.

08-53-20

5) Sign Review

None.

08-54-20

6) Study Session

A. Certified Local Government Grant Project(s) – FY21

City Planner Dupuis presented the item.

Chairman Henke said modernizing the design guidelines would be useful for both residential and commercial projects.

Mr. Willoughby concurred with the Chair.

Mr. Deyer said he would be supportive of submitting applications for both projects.

Ms. Dukas agreed with Mr. Deyer.

City Planner Dupuis said he would submit applications for both projects and that he would prioritize the application for modernizing the design guidelines, per the HDC's expressed preference, if necessary. He said he would plan to have the information for the HDC to review mid-September 2020.

08-55-20

7) Miscellaneous Business and Communication

A. Pre-Application Discussions

1. 743 W. Frank – King-Argus House

City Planner Dupuis reviewed the item.

In reply to City Planner Dupuis, Ms. Debbrecht stated that the majority of the windows in question are original. She said she would go by 743 Frank before the September 2, 2020 HDC meeting and write down any further observations regarding the historicity of the windows.

Ms. Dukas said she would accompany Ms. Debbrecht on her visit to the home.

Mr. Willoughby requested that the applicants provide the widths of both their current muntin bars and of the proposed muntin bars for their September 2, 2020 appearance before the HDC.

Chairman Henke reminded the HDC that unless the windows are deteriorated beyond repair the applicants will be required to maintain the historic windows. He stated that there are several nationally recognized companies that can rebuild the windows. He said he would try to find exactly where that is stated in the Secretary of the Interior's standards for City Planner Dupuis.

City Planner Dupuis said he would pass the information along to the applicants.

Chairman Henke asked City Planner Dupuis to emphasize to the applicants that they would need to come before the HDC with very detailed specifications for their proposals.

2. 146 W. Maple – James & Bloom (Sign)

City Planner Dupuis reviewed the item. He stated that he would convey the requirements for the sign to the applicant, and that if the applicant wanted more flexibility in the design that City Planner Dupuis would invite him to present his proposal to the HDC.

B. Staff Reports

City Planner Dupuis told the HDC that the 2020 MHP Conference would be held virtually this year.

Chairman Henke directed City Planner Dupuis to email the HDC members with any pertinent information regarding the conference.

- 1. Administrative Sign Approvals**
- 2. Administrative Approvals**
- 3. July Demolitions**
- 3. Action List - 2020**
- 4. Historical Preservation Collaboration Matrix**

08-56-20

Adjournment

Motion by Mr. Willoughby

Seconded by Ms. Dukas to adjourn the HDC meeting of August 19, 2020 at 7:39 p.m.

Motion carried, 5-0.

VOICE VOTE

Yeas: Willoughby, Dukas, Debbrecht, Deyer, Henke

Nays: None

Nicholas Dupuis
City Planner