

Belleville Historic Preservation Commission

Meeting Minutes: Tuesday March 16, 2021 (Meeting held as a teleconference per requirements due to the Covid-19 pandemic. All voting will be a roll call vote.)

Attendance:

Molly McKenzie, Chairperson
Keith Owens, Secretary/Treasurer
Andy Gaa, Member
Jack LeChien, Member
Joel Glasscock, Member
Emma A. Oldehoeft, City Planner/City

Absent:

Ashley Pollock, Excused
Nichole Hettenhausen, Excused
Justin Dominique, Member
Linda Weisenstein, Member

DRR Representatives:

Cody Tatum, 139 Pennsylvania Ave.
Keith Owens, 215 Abend Street

Members of the Public:

None Present

Call to Order: 7:02 pm

Due to the meeting being conducted as a teleconference, emergency procedures were waived.

PUBLIC PARTICIPATION

A call for public participation was given, but no one responded.

DESIGN REVIEW REQUEST(S)

139 Pennsylvania Ave: Mr. Cody Tatum, Property Owner

Replace roof with cobblestone grey architectural shingles. Replace all windows with weather barr single hung vinyl windows. Add white aluminum siding to the back porch to match the existing white aluminum siding on the house. Fix porch and replace bad wood replacing like with like. Tuckpointing cracked joints and paint block foundation with cobblestone grey behr paint to match roof. Repair

broken fence with similar material. Replace existing shutters with wood shutters. Add landscaping and a rock driveway in the back for parking

After Mr. Tatum presented his DRR request, Ms. McKenzie informed Mr. Tatum that the commission was most concerned about what the front of the house looked like from the street and any project in the back of the house was fine. Mr. LeChien shared that he did research on the property and did not believe the property originally had shutters. There were no hinge marking on or around the windows if they had been applied and because the house had different size windows, there would have been different sized shutters and that would have make the house look cluttered. When the house was built in the 1910s, single hung storm windows were used and shutters were considered out of fashion. Mr. Tatum asked if the shutters could be painted - yes was the reply. Painting the foundation the grey color was permissible.

Mr. LeChien – Motion made: “I make a motion to approve as submitted with the comments made concerning the front porch railing referring to page 72 of our manual as the guidance on that. The shutters as submitted wood shutters would not be appropriate to add to the house that if the existing shutters stay if would be fine to have them painted they can also be removed if there is a proper method of repairing the holes that are in the siding.

Mr. Gaa - Second

Roll call vote was conducted

Mr. LeChien – yes

Mr. Owens – yes

Mr. Gaa – yes

Mr. Glasscock – yes

Ms. McKenzie - yes

Motion carries

215 Abend Street, Keith Owens, Homeowner

DRR is broken down into four parts. Bay window sill, in the front of the house is completely disintegrated. Currently looking for limestone to replace it or recreate it with wood. Repair the southeast corner of the woodwork, which is rotten, with like materials and will look the same and then paint the wood on the outside of the house. Then window repair and brick repair on the street side of the carriage house. The last part of the request is placing a new storm door coming out to the side patio, placing a door and build a window (2 over 2) to the outside kitchen on the carriage house. This last part of the request is not seen from the street but placed on the DRR so the commission would know what the homeowner was doing.

Ms. McKenzie asked if the homeowner would get a stone mason to come a fix the window sill. Mr. Owens stated he has been looking into that and everyone he talked to said that they didn't do that type of work. Suggestion to talk to Will Shannon of the St. Clair County Historical Society about this because the society just completed a project that had to deal with a lot of masonry work. Mr. LeChien stated that if a proper fix couldn't be completed by using limestone, a wood substitute would be a proper choice.

Mr. Gaa – Motion made: “I make a motion to approve the design review request as proposed
Mr. Glasscock - seconded

Roll call vote was conducted

Mr. LeChien – yes
Mr. Owens – abstained as homeowner
Mr. Gaa – yes
Mr. Glasscock – yes
Ms. McKensie - yes

OFFICER'S REPORTS

Chairperson Report: No Report

Secretary Report:

Mr. Owens presented updated Tuesday, January 26, 2021 meeting minutes to the commission and no correction were needed. Ms. McKenzie asked if anyone would make a motion to approve.

Mr. LeChien – Motion made: “So moved.”
Mr. Gaa - Second
Roll call vote was conducted - Motion carries unanimously

Mr. Owens presented updated Thursday, February 18, 2021 meeting minutes to the commission and no correction were needed. Ms. McKenzie asked if anyone would make a motion to approve.

Mr. LeChien – Motion made: “Proposed to accept.”
Mr. Glasscock - Second
Roll call vote was conducted - Motion carries unanimously

Treasurer's Report: Treasurer's Report:

Mr. Owens shared with the commission that at as of February 28, 2021 there was \$3146.63 in the savings account (increase of \$0.24 in interest), with an additional \$2,000 from the city budget. Ms. McKenzie asked if anyone would make a motion of approve.

Mr. Glasscock - Motion made: "I make a motion to accept."

Mr. Gaa - Second

Roll call vote was conducted - Motion carries unanimously

New/Old Business

Update on Social Media

Tabled due to Ms. Pollock's absence

Encumbering funds from 2020 to 2021 for Banner Project

Mr. LeChien asked for this topic to be placed on the agenda so the \$2000 funds not used in 2020 be forwarded to 2021 for the banner project and that Ms. Oldehoeft could contact Jamie Maitret and fill out the proper paper work that is needed to make this occur. Ms. Oldehoeft has contacted Ms. Maitret and the transfer is in the works.

Mr. LeChien – Motion made: "I make a motion to ask either Emma or Eric to do the necessary paperwork and make the contact with the financial officer to have \$2000 encumbered so that this is carried into the next fiscal year"

Mr. Owens –Seconded

Mr. Gaa - yes

Mr. Glasscock - yes

Mr. LeChien - yes

Mr. Owens- yes

Ms. McKenzie - yes

Spring Newsletter

Ms. Oldehoeft presented the letter on the powerpoint presentation. She stated that no changes have occurred except for margins to make room for the city letterhead. She also stated that currently the city was going to pay for the postage of the letter. Mr. Owens pointed out that the house that was placed on the newsletter from Court Street was not a good example of a DRR because a DRR request was completed after the work was completed. Ms. McKenzie agreed that a different house should be found to place on the letter and a house that is in a district other than the Old Belleville Historic District, which

is already represented on the letter. Ms. Oldehoeft will find a new pic from the 2020 DRRs and it will be presented at the next meeting.

Miscellaneous

Mr. LeChien stated that there is nothing in the DRR about shutters and as the manual is being updated that a section needs to added with direction and examples.

Mr. Owens stated that the fence at 421 Court is still up and the new homeowners may have gotten to take the fence down because they just moved in and getting settled. Ms. Oldehoeft will send them a letter reminding them to take it down.

Meeting to Adjourn

Mr. Owens motioned to adjourn,
Mr. Gaa - second,
Roll call vote was conducted - Motion carries unanimously

Meeting adjourn 7:45 pm

Date Approved: _____

Chairperson Signature

Date