



Approved

**MINUTES
HISTORIC PRESERVATION COMMISSION
REGULAR SESSION**

5:30 p.m.

Thursday, July 21, 2022
City Council Chambers, Historic Federal Building

Commissioners Present: Chairperson Bill Doyle; Commissioners Melissa Daykin, Cassill, Thea Dement, Janice Esser, Tim Gau, Alec Gustafson, John McAndrews, Christina Monk and Rick Stuter

Commissioners Excused: None.

Commissioners Unexcused: None.

Staff Members Present: Wally Wernimont and Chris Happ Olson.

CALL TO ORDER: The meeting was called to order by Chairperson Doyle at 5:30 p.m.

MINUTES: Motion by Monk, seconded by Esser, to approve the minutes of the June 16, 2022 meeting as submitted. Motion carried by the following vote: Aye – Daykin, Cassill, Dement, Esser, Gau, McAndrews, Monk, Stuter and Doyle; Nay – none

Commissioner Gustafson arrived at 5:34 pm.

ACTION ITEMS:

DESIGN REVIEW

Applicant: Sandeep (Sonny) Shelke
Owner: Sandeep Shelke
Address: 437 Loras Blvd.
Project: Replacement of windows, trim and siding
District: West 11th Street Historic District

Staff Member Happ Olson presented the staff report noting the request is for replacement of windows, trim and siding. She introduced the project and reviewed the staff report, referred to photos that show existing recent, and historic conditions. She noted the significance level and style of the structure. She noted the property was damaged in the 2020 house explosion on Loras Boulevard, two doors down from the said structure. She described the previous windows and current status of the windows in the structure. She described the previous composite siding on the turret and how it had been replaced in the 1990s. She discussed the transfer of ownership of the property since the explosion. She noted the property was being cited for failure to

obtain a building permit. Since the violation, Planning Services staff have been working with the property owner to inform the applicant of the process for design review. She referred to photos showing pre-explosion and post-explosion photos, noting the property is a contributing property to the West 11th Street Historic District. She referred to a condition report she prepared the day after the explosion citing window damage to the building and explained the location of the damaged windows. She showed photos of the non-original trim that went around the building.

She referred to the application supplement noting the project involves a new door above the porch, attic window, siding border, and siding repair, in addition to window replacement. She presented the application and compared the work with the relevant Architectural Guidelines as it relates to the border, siding and windows. She noted what meets the guidelines and what does not meet the guideline, in staff opinion.

She described the role of the commission with regards to the design review process. She noted the commission has the ability, if desired, to break the project up into more than one motion. Chairperson Doyle agreed with providing multiple motions.

Sandeep “Sonny” Shelke, 309 Winnebago Drive, Galena, IL, said he is asking for changes to the property. He noted that he is a landlord in Dubuque and Chicago and provides affordable housing. He proceeded to point out certain parts of the project.

Mr. Shelke expressed concerns with the curved glass window cost and potential replacement costs if damaged, which is why he is asking for an alternative remedy. He referred to the application supplemental.

Regarding the new door above the front porch, he noted he has the leaded window and old window that was there previously. He said he replaced it with a door for emergency access for fire reasons. Following questions Mr. Shelke answered that the opening was increased to allow for a change from a window to a door. Following questions, Happ Olson said that the inspector did not require a door in this situation.

Mr. Shelke said of that attic window that the fixed window was blown out in the explosion. He said they are going to replace the glass.

Mr. Shelke explained the border situation and the beveled siding. He suggested a material which he brought to the meeting, which is a PVC border that works as a banding between the first and second floors, suggesting that he use the smooth side and paint it. He suggested wood beveled siding for the remainder.

Mr. Shelke introduced the other windows in the building, including the turret (recently replaced with straight vinyl windows), the east side (currently wood) and the west side (recently replaced with vinyl windows). He said he made repairs to the windows that were cracked and damaged on the east side. The west side windows were replaced with vinyl windows because they were too far damaged, and Happ Olson verified that it

was hit the hardest in the explosion, explaining the unusual nature of some of the damage she witnessed at various area buildings.

Dement asked if the applicant knew if the structure was in a historic district before they bought it. He said he did not, and he mentioned he owns the structure across the street. Daykin Cassill asked if he investigated historic tax credits. He said he had not. Happ Olson noted that the city assessor notes on the second line item which properties are in the historic or conservation district and that it is disclosed in the sale of a structure.

The Commission agreed to move forward with motions.

Motion by Monk, second by Daykin Cassill, to approve items #2 and #4 in the Application Supplement including the glass replacement in a fixed wood window on the attic level, and the repair of wood siding on the turret using smooth, beveled wood siding in the same size and profile. Aye- Daykin-Cassill, Dement, Esser, Gau, Gustafson, McAndrews, Monk, Stuter and Doyle; Nay- none.

The commission discussed the siding border in relation to #3 in the Application Supplement, looking at the replacement PVC product brought to the table by the applicant. Commissioner Daykin Cassill asked if Mr. Shelke had received a quote on what it would be to replace the wood, to which the applicant answered no. Concerns were raised about the ability to make the proposed PVC product to be the same thickness and performance of wood, and the applicant offered to use wood instead.

Motion by Gustafson seconded by Monk to approve item #3 in the Application Supplement with the turret border using wood material with smooth surface. Aye- Daykin-Cassill, Dement, Esser, Gau, Gustafson, McAndrews, Monk, Stuter and Doyle; Nay- none.

Motion by Monk, second by Gau, to approve item #1 in the Application Supplement using option B installing the original window, taking care to restore the original window opening size and repairing siding to the pre-project condition. Aye- Daykin-Cassill, Dement, Esser, Gau, Gustafson, McAndrews, Monk, Stuter and Doyle; Nay- none.

The commission discussed the windows on the east and west side of the building. They noted the wood windows on the building should be retained and repaired on the east side and new windows should be made of wood.

Motion by Gustafson, second by Dement to approve item #5 in the Application Supplement with the following conditions, to repair windows on the east side and replace vinyl windows with all wood windows with the same size, shape, type and style that was present before the recent replacement. Aye- Daykin-Cassill, Dement, Esser, Gau, Gustafson, McAndrews, Monk, Stuter and Doyle; Nay- none.

The commission discussed the various options for the turret windows. The commission discussed with Mr. Shelke the curved window condition before and after the blast. Mr. Shelke said the previous owner said they received a quote for \$80,000 to replicate the windows in the building. Happ Olson discussed the unusual situation, with a challenging window replacement, the unprecedented explosion and subsequent damage, and the transfer of ownership from the previous owner that was unable to take on the project.

Motion by Esser, second by Dement to allow item #6 Option B in the Application Supplement to replace the existing vinyl straight sash windows with a straight sash all wood windows, due to special circumstances surrounding the property as associated with the explosion, and missing original glass curved windows. Aye- Daykin-Cassill, Dement, Esser, Gau, Gustafson, McAndrews, Monk, Stuter and Doyle; Nay- none.

DEMOLITION REQUEST

Applicant: Mike Stickley
Owner: Jeff Burds
Address: 99 Main Street – rear section only
Project: Demolish rear/west half of building
Request for application tabling extension through October 31, 2022
District: Downtown Neighborhood Conservation District

Staff Member Happ Olson presented the staff report noting that the applicant has requested an application extension deadline to October 31, 2022, due to the fact that the applicant is not yet ready to return to the Commission with an Economic Non-Viability request.

Motion by Monk seconded by Dement to approve the request to extend the period in which the application may be tabled to October 31, 2022. Motion carried by the following vote: Aye- Daykin-Cassill, Dement, Esser, Gau, Gustafson, McAndrews, Monk, Stuter and Doyle; Nay- none.

Esser left the meeting at 7:05 pm.

ITEMS FROM PUBLIC: None.

ITEMS FROM COMMISSION: None.

ITEMS FROM STAFF:

- 1) Staff provided an update to the Commission about the opportunity for members to attend the Growing Communities Conference in October. Staff referred to the memo for more information on the conference and registration information. Monk expressed interest in attending. Happ Olson noted that Dement previously had expressed interest to attend and there would be one position left for interested commissioners.

- 2) Staff provided an update to the Commission about the upcoming Certified Local Grant Program opportunity. Staff reviewed a number of items on the adopted 2022 workplan, which includes the opportunity for a National Register Historic District nomination for the Deereville area. Available match funding, anticipated budget, its inclusion as a priority on the workplan, and project readiness contributed to staff recommending moving forward with the grant application for this project.
- 3) Staff introduced a memo as an outline for the Commission to elect officers for the coming fiscal year of 2023. Happ Olson reviewed the memo.

She also noted that the by-laws currently provide for the duty of the Chair or Vice Chair to sign minutes and resolutions, which is not typical, practical or a good practice, and not practiced by any other commissions under Planning Services. She noted that the commission reviews and approves items like minutes and instructs staff to write resolutions that are then approved by City Council and signed by the Mayor. She noted that she would be bringing a suggested amendment for the by-laws at the next commission meeting.

Motion by Gustafson, seconded by Gau to nominate Melissa Daykin Cassill as Chair. Motion carried by the following vote: Aye –Dement, Gau, Gustafson, McAndrews, Monk, Stuter and Doyle; Nay – none; Abstain - Daykin Cassill.

Motion by Monk, seconded by Stuter to nominate Thea Dement as Vice Chair. Motion carried by the following vote: Aye – Daykin Cassill, Gau, Gustafson, McAndrews, Monk, Stuter and Doyle; Nay – none; Abstain – Dement.

Staff thanked Doyle and Daykin Cassill for their service and Daykin Cassill and Dement for their willingness to serve.

ADJOURNMENT: Motion by Monk, seconded by Gau to adjourn the July 21, 2022 Commission meeting. Motion carried by the following vote: Aye – Daykin Cassill, Dement, Gau, Gustafson, McAndrews, Monk, Stuter and Doyle; Nay – none.

The meeting adjourned at 7:30 p.m.

Respectfully submitted,



Wally Wernimont, Planning Services Manager

August 18, 2022
Adopted