

MINUTES
Joint Meeting of the
HISTORIC PRESERVATION COMMISSION & ARCHITECTURAL REVIEW BOARD
July 21, 2021

The City of Wyoming Historic Preservation Commission (HPC) and Architectural Review Board (ARB) met on Wednesday, July 21, 2021 in the City Building Council Chambers. The meeting was called to order at 7:01 PM by Gene Allison, Chair of the ARB. Attendance was as follows:

HISTORIC PRESERVATION COMMISSION MEMBERS:

Gene Allison
Maureen Geiger
LaBecca Hall
Rachel Kennedy
Jim Walton

ARCHITECTURAL REVIEW BOARD MEMBERS:

Gene Allison, Chair
Mark Browning
Dean Lutton, Alternate
Scott Kyle

ABSENT:

Zach Green
Cathy Ramstetter

STAFF:

Tana Bere, Community Development Specialist

INTRODUCTION OF NEW HPC MEMBERS: LABECCA HALL AND RACHEL KENNEDY

Mr. Allison welcomed Ms. Hall and Ms. Kennedy to the HPC. Ms. Hall shared she joined because she lives within the Village Historic District and has an interest in historic preservation. Ms. Kennedy shared she recently moved to Wyoming from Milwaukee. Previously, she advised Milwaukee's Historic Preservation Commission.

APPROVAL OF PRIOR MEETING MINUTES

Mr. Allison moved to approve the February 17, 2021 HPC-ARB meeting minutes, seconded by Mr. Kyle. All members voted yes. The motion passed.

Mr. Allison moved to approve the April 21, 2021 HPC meeting minutes, seconded by Mr. Walton. All members voted yes. The motion passed.

Mr. Browning moved to approve the July 1, 2021 ARB meeting minutes, seconded by Mr. Lutton. All members voted yes. The motion passed.

CONTINUED DISCUSSION OF CHAPTER 1336: HISTORIC DISTRICTS, HISTORIC PROPERTIES, AND ARCHEOLOGICAL SITES; ALTERATION AND DEMOLITION GUIDELINES AND REPLACEMENT CONSTRUCTION CRITERIA

Ms. Bere introduced the item which is continuing to revise Chapter 1336 of Wyoming's Building Code, governing historic alterations and demolitions, and gave a brief overview of the Chapter for the new members. She explained the current draft included the comments from the July 1, 2021 ARB meeting, which focused on the review thresholds and how to measure them. The Members reviewed the markup of Chapter 1336 from start to finish.

Below is a summary of the discussion.

Mr. Allison asked if color and texture should be removed from the definition of "Alteration". The Members decided to remove the color aspect because the majority of historic districts do not regulate color. Texture should remain in the definition since it can have a large impact on the historic integrity.

Ms. Bere asked the Members if the regulations for solar panels outlined in Section 1183.17 is sufficient. The Members agreed that review of solar panels for historic properties should be handled through Section 1183.17, and to specify in Chapter 1336 that solar panels are not considered an alteration for the purposes of this Chapter.

Ms. Kennedy recommended that "removal or reconstruction" is removed from the definition of "Change" because it is included in the definition of "Demolition". The Members agreed with these recommendations.

Mr. Allison recalled that at previous meetings they discussed removing reference to archeological sites. Ms. Bere explained it is necessary to include this reference because an archeological site could be discovered in the future.

Ms. Bere followed up on her comment asking if a contributing resource needs to be included in the definitions section. The Members decided "contributing resource" should be defined since "noncontributing resource" is already included. They decided not to add a definition of "intrusion" to this Chapter.

Mr. Allison explained that at the previous ARB meeting they determined to keep the two separate threshold calculations for the façade and the roof. Ms. Bere passed around an illustration showing how a front elevation and roof would each be measured. The roof calculations are intended to only include the main roof. The Members discussed how to look at front and side porches. They came to the consensus that a porch should be included in

the calculation of a front or side elevation. Mr. Lutton said he will look into how to describe measuring a porch and the negative space. Ms. Bere suggested including porches in the definitions of front and side elevation and in the calculations section.

Mr. Lutton recommended that examples of calculations showing several different projects, like window and porch replacements, be included in the application guide. The Members agreed with the recommendation to include helpful examples in the guide.

Ms. Bere pointed out that the method of measuring the thresholds has changed. In the prior ARB review, they recommended measuring the thresholds by taking the area of the roof viewed in the corresponding elevation, and no longer measuring it by the surface area. Additionally, only the existing elevation will be used to determine the percent of change, rather than the proposed or new elevation.

Ms. Kennedy said that "Percent of Change" is confusing since "Change" is used to describe a project. Ms. Bere agreed and said she will look into calling the threshold percentage calculation something else.

Mr. Browning asked why Section 1336.06 (d) is included and recommended it is removed from the Chapter. The Members decided they do not want to allow the City Manager to waive Historic Review in an extraordinary event and wish to remove subsection (d). They also decided to remove Section 1336.06 (a) which describes the accessory buildings or structures that would be exempt.

MISCELLANEOUS

Ms. Bere provided an update on the proposed bed and breakfast establishment at the Stearns Property. The third reading will take place at the August City Council meeting. There is not currently a permit application, but any significant exterior change regardless of the threshold will require HPC and ARB review and approval by City Council.

Ms. Bere shared the Village Green pavilion is moving forward. They are continuing to fundraise and preliminary engineering plans are underway. The demolition of the existing gazebo will trigger the historic review. The HPC and ARB can expect to see an application in the coming months.

Ms. Bere told the HPC to plan to meet on August 18, 2021 to review potential code changes to Chapter 1336. Mr. Walton is responsible for chairing the next meeting. She asked HPC Members to consider stepping into the role of Chair.

ADJOURNMENT

Mr. Kyle moved to adjourn the meeting, seconded by Mr. Browning. The motion passed unanimously. The meeting adjourned at 8:49 PM.

Respectfully submitted,

Tana Bere,
Community Development Specialist
Secretary of the HPC-ARB Meeting

Gene Allison,
Chair of the Architectural Review Board