

**Minutes of the Burlington Historic Preservation Commission  
June 08, 2021**

The Burlington Historic Preservation Commission met virtually on Tuesday, June 08, at 7:00 p.m.

**Members Present:**

Lori Bryan  
Kristina Meinking  
Jim Euliss  
Molly Whitlatch  
Brian Pennington  
Russ Vandermass-Peeler

**Members Absent:**

**Guests:**

**Staff Present:**

Jamie Lawson, Principal Planner  
Conrad Olmedo, Planning Manager

**I. Call Meeting to Order (7:00 PM)**

Lori Bryan called the meeting to order at 7:00 PM on June 8, 2021. Due to the Coronavirus Pandemic, this meeting is being held via Zoom platform. Please note this meeting is being recorded.

**II. Approve Minutes**

Minutes for the May 11, meeting will be approved at the July meeting.

**III:** HD-21-23: A request by the Ms. Jean Hunnicutt for tree removal at 709 West Davis Street, PID 126131. The property is located in the Medium Density Residential (MDR) and in the Local Historic Overlay (LHO) Zone District.

Ms. Hunnicutt testified that she would be removing trees from her lot in order to place a driveway and mend a wall. The significant trees will be replaced on the lot but not in the exact location. The trees closer to the street side are tangled with wisteria routes and are also causing issues with the wall.

Commission Members agreed that the center tree will not be removed until the driveway permit is submitted. The trees near the road have permission to be removed.

Chair Ms. Lori Bryan Presented the following findings of fact.

- B1-8. The neighborhood canopy should be reinforced by street and front yard trees. Appropriate trees should be planted to avoid damage to sidewalks, curbs, and retaining walls. New trees and plantings should replace older vegetation and should be properly maintained. All stumps of street trees shall be removed below the surface of the ground so that the top of the stump shall not project above the surface of the ground, and the surface shall be restored to its original condition as is reasonably practical.
- B2-4. Mature, healthy trees should remain intact and undisturbed on a site, unless they are causing the structural deterioration of a building. A mature tree is defined as being four (4) inches or larger in diameter in West Burlington and as being fifteen (15) inches or larger in diameter in Glencoe measured four (4) feet above the ground.
- B2-5. New construction should be sited to minimize its impact on existing mature trees and their root systems, both on and adjacent to the construction site. Protective measures should be taken to preserve trees and their root systems from the effects of grading, piling of dirt or parking of construction vehicles. Trees can be protected by the use of construction fences placed as far away from the tree trunk as possible.
- B2-6. Diseased trees should be examined by the County Agriculture Extension Agent or the City Cemetery and Grounds Superintendent to determine if removal or treatment is required.
- B2-7. Trees larger than four (4) inches in diameter in West Burlington or larger than fifteen (15) inches in diameter in Glencoe which are dead or diseased should be replaced with a similar type tree, except where the replacement would cause structural damage to the building.
- B2-8. When a tree is removed, the tree stump should be ground, and the soil should be leveled and seeded.
- E2f-2. Large trees that must be removed should be replaced with trees similar in type.

Ms. Whitlatch added:

- Street grown trees are hanging over the sidewalk and into the public right of way.
- The trees are dangerous to the public.
- The trees will not withstand the removal of the wall.
- Applicant will submit a future application to restore the wall once trees are removed.
- Applicant is willing to replant removed mature trees.

Ms. Molly Whitlatch made a motion to approve the findings of fact.

Ms. Kristina Meinking seconded the motion.

Approved Unanimously.

Ms. Molly Whitlatch made a motion to approve the COA for the removal of all trees, including the willow oak. The willow oak will be delayed until the applicant has submitted and gotten approval for the driveway.

Mr. Russ Vandermass- Peeler seconded the motion.

Approved unanimously.

**IV.A** request by Mr. and Mrs. Robinson to remove a property from the Local Historic Overlay (LHO) District boundary. The property is located at 1004 West Davis Street, PID 125546, and in the Medium Density Residential (MDR) and Local Historic Overlay (LHO) Zone District.

Staff will proceed with the initiation of the investigative report for the property to be removed from the district and will present the case after the State office has reviewed the application.

Ms. Molly Whitlatch made a motion for staff to initiate the investigative report.

Mr. Russ Vandermass- Peeler seconded the motion.

Approved Unanimously.

#### **V. Minor Certificates of Appropriateness Update**

There were three minor COA's approved, for roofing and windows.

#### **VI.CLG Training**

Commission members discussed the training videos. All were happy with the amount of information they received and expressed the helpful nature of having additional resources.

#### **VII. Adjournment 8:50pm**

**\*END OF MEETING\***