



Meeting Minutes for March 8, 2022

The Burlington Historic Preservation Commission met virtually via ZOOM on Tuesday, March 8, 2022, at 7:00 PM. All staff and applicants presenting at this meeting were sworn to tell the truth to the best of their ability. The meeting may be viewed online via YouTube's Playlist, "Historic Preservation Commission Meetings:"

https://www.youtube.com/playlist?list=PLX2Do5DiQXjze1mDyBLhHd_eJ4ov89fPU

Members Present:

James Euliss, Chair
Josh Adkins
Lori Bryan
Wendy Geiss
Kristina Meinking
Russ Vandermass-Peeler

Members Absent:

Brian Pennington, Vice Chair

Staff Present:

Jamie Lawson, Principal Planner
Beverly Smith, Senior Administrative Assistant

I. Call Meeting to Order

Mr. Euliss, Chair, called the meeting to order at 7:04 PM.

Mr. Adkins, Member, made a motion to excuse Vice Chair, Brian Pennington, from the meeting.

Ms. Meinking, Member, seconded the motion.

Approved unanimously by the following Members: (Euliss, Geiss, Vandermass-Peeler, Adkins, Bryan, Meinking)

II. Approval of Previous Minutes – February 8, 2022, Historic Preservation Commission

Mr. Vandermass-Peeler, Member, made a motion to approve the minutes from the February 8, 2022, Historic Preservation Commission Meeting. City staff will make some grammatical edits as recommended by Ms. Meinking.

Mr. Adkins, Member, seconded the motion.

Approved unanimously by the following Members: (Euliss, Geiss, Vandermass-Peeler, Adkins, Bryan, Meinking)

III. Applications for Major Certificates of Appropriateness

ITEM 1: HD-22-003 A request by Mac and Stephanie Williams to demolish their detached garage structure at 412 Fountain Place, PID 125445. The property is located in the Medium Density Residential (MDR) and in the Local Historic Overlay (LHO) District.

Mr. Euliss, Chair, called for Conflicts of Interest and none were received.

Ms. Lawson, Principal Planner, was sworn to tell the truth to best of her ability and provided a staff report of this item to the Commission and stated that staff recommends approval of the request.

Ms. Williams, Applicant, 412 Fountain Place was sworn to tell the truth to the best of her ability. She described the project plans, explained the deterioration.

Engineer for the applicant, Harold Barnhardt, was sworn to tell the truth to the best of his ability. He reported on the failures in the foundation, evidence of shifting of the foundation wall, and evidence of issues with the stability of the structure upon evaluation of the structure.

Questions from the Commission Members:

Mr. Euliss, Chair, called for questions from the commission members.

Ms. Meinking inquired if there were any windows or doors to the structure, and date of structure.

Ms. Williams responded there are no windows, one door entry and not certain of the exact date the structure was built, she noted the house was built in either 1936 or 1938.

Ms. Geiss inquired about type of siding on the structure and asked that salvageable materials to be donated to Preservation Burlington or some place.

Ms. Williams responded they would be happy to allow Preservation Burlington to inspect the structure to determine if anything was salvageable and would also donate materials.

Mr. Euliss, Chair, echoed the donation of the materials.

Public Comments:

Ms. Lawson, Principal Planner, reported no written or emailed public comments have been received. She called for comments from those in attendance and none were given.

Mr. Euliss, Chair, asked if there was any discussion or changes to the Findings of Fact. None were received.

Findings of Fact:

Mr. Euliss, Chair, read the following Findings of Fact into the record:

- G-1. A permanent record of the structure should be made prior to demolition. Photographs and other documentation which describe any architectural features of the structure, important landscape features, or the archaeological significance of the site will become part of the permanent files of the Historic Preservation Commission.
- G-2. Once all possibilities for saving the structure have been exhausted, usable building materials should be salvaged from the structure.
- G-3. A demolition permit must be obtained from the City of Burlington Inspections Department.
- G-4. Any large trees or other important landscape features should be protected during the demolition.
- G-5. If the site is to remain vacant for more than 60 days, it should be cleared of debris, re-seeded, and maintained in a manner consistent with other properties in the historic district.

Mr. Vandermass-Peeler, made a motion to approve the Findings of Fact.

Ms. Geiss, Member, seconded the motion.

Approved unanimously by the following Members: (Euliss, Geiss, Vandermass-Peeler, Adkins, Bryan, Meinking)

Motion:

Ms. Meinking, Member, made a motion to approve the application with a condition that any salvageable materials be identified by Preservation Burlington and donated to them.

Mr. Vandermass-Peeler, Member, seconded the motion.

Approved unanimously by the following Members: (Euliss, Geiss, Vandermass-Peeler, Adkins, Bryan, Meinking)

ITEM 2: HD-22-009 A request by Kay and Robert Norris for several exterior alterations to the accessory structure at 1007 West Davis Street, PID 125540, including adding an arbor, porch and entrance to the south elevation, modifying the windows on the west side of the structure, removing the Hvac unit on the north side of the structure, and removing a 6'x20' section of existing driveway concrete. There are no changes proposed to the main house. The property is located in the Medium Density Residential (MDR) and in the Local Historic Overlay (LHO) District.

Mr. Euliss, called for any conflicts of interest and none were received.

Ms. Lawson, Principal Planner, was sworn to tell the truth to the best of her ability and provided a staff report of this item to the Commission and stated that staff recommends approval of the request.

Applicant, Ms. Kay Norris was in attendance.

Mr. Bill Moser, Architect for the application, was sworn to tell the truth to the best of his ability. He provided history of the structure at the rear of the property built in 1925 and provided construction details on the proposed enhancements to structure on the property.

Ms. Meinking inquired about the type of materials that will be used for the windows, doors and columns.

Mr. Moser responded to the type of materials proposed, landscaping plans, and columns would be the same style and replicate the existing height as on the east side of the property.

Ms. Meinking inquired if the proposed arbor would have any impact on the existing structure and possibility of removal by a future owner.

Mr. Moser responded the existing arbor was bolted to the structure, but none of the wood pockets into the existing structure. He stated intent to attach the new arbor in the same way of the existing arbor.

Ms. Meinking inquired about the proposed alterations to the two windows.

Mr. Moser responded and provided an overview of the proposed alterations to the existing windows which will remain in the existing opening.

There were no further comments.

Mr. Euliss, Chair, called for public comments.

Public Comments:

Ms. Lawson, Principal Planner, reported no written or emailed public comments have been received. She called for comments from those in attendance and none were given.

Findings of Fact:

Mr. Euliss, Chair, read the following Findings of Fact into the record:

- G-1. A permanent record of the structure should be made prior to demolition. Photographs and other documentation which describe any architectural features of the structure, important landscape features, or the archaeological significance of the site will become part of the permanent files of the Historic Preservation Commission.
- G-2. Once all possibilities for saving the structure have been exhausted, usable building materials should be salvaged from the structure.
- G-3. A demolition permit must be obtained from the City of Burlington Inspections Department.
- G-4. Any large trees or other important landscape features should be protected during the demolition.

- G-5. If the site is to remain vacant for more than 60 days, it should be cleared of debris, re-seeded, and maintained in a manner consistent with other properties in the historic district.

Mr. Euliss, Chair, asked if there was any discussion or changes to the Findings of Fact.

Ms. Meinking asked to add that the materials for the windows, doors, and columns will match existing and be consisted of the materials specified in the application and as stated by the applicant.

Ms. Bryan, Member, made a motion to approve the Findings of Fact with the addition recommended by Ms. Meinking.

Ms. Geiss, Member, seconded the motion.

Approved unanimously by the following Members: (Euliss, Geiss, Vandermass-Peeler, Adkins, Bryan, Meinking)

Motion:

Ms. Geiss, Member, made a motion to approve the application.

Mr. Vandermass-Peeler, Member, seconded the motion.

Approved unanimously by the following Members: (Euliss, Geiss, Vandermass-Peeler, Adkins, Bryan, Meinking)

IV. New Business

a: Update for the District Design Standards

Ms. Lawson, Principal Planner, reported the contract for the consultant has been signed. Staff had an internal kick-off meeting with the Walker Group. Background documents and mapping has been provided to the consultants. It is an ambitious schedule for this project with a goal to be completed by July 2022 and to City Council for consideration. She reported an advisory committee would be established consisting of members of the Historic Preservation Commission, architects, engineers, members from Preservation Burlington, and looking to have the first meeting in April 2022. She provided an overview of the timeline of the legislative process for adoption once new standards were prepared.

Mr. Euliss, Chair, reported Wendy Geiss and Brian Pennington expressed interest in participating on the advisory committee.

Ms. Geiss and Ms. Meinking volunteered to serve on the advisory committee representing the Historic Preservation Commission.

Mr. Euliss, Chair, made a motion to nominate Kristina Meinking, Wendy Geiss, and Brian Pennington as an alternate to serve on advisory committee.

Approved unanimously.

Ms. Lawson called for any ideas, thoughts, or experiences with existing challenges with the current standards and areas of interest, to share those with City staff during the development of these updated standards.

Mr. Euliss, Chair, asked for an update on the status of the request to amend the Local Historic District boundaries.

Ms. Lawson updated the Commission on the Local Historic District amendment applications before them at their February meeting. She reported the item will be heard by the City Council on March 15, 2022, for a public hearing, property owners have been noticed, agenda packets will be published prior to the meeting and the public has an opportunity to attend the meeting.

V. Other Business

a. Minor Certificates of Appropriateness Update

Ms. Lawson, Principal Planner, informed the Commission there were two minor COAs approved and issued and included in the meeting binder.

VI. Adjournment

Ms. Meinking, Member, made a motion to adjourn the meeting.

Ms. Geiss, Member, seconded the motion.

Approved unanimously.

Meeting adjourned at 8:10 p.m.

END OF MEETING