

**HISTORIC DISTRICT COMMISSION (HDC) MEETING MINUTES
CALUMET VILLAGE TOWNHALL, 340 SIXTH STREET
WEDNESDAY, SEPTEMBER 18, 2024 - 5:30 PM**

Present: Chair Abe Voelker; Commissioners Cassie Dronet, Chris Green, Pamela Que

Absent: Commissioner Dave Geisler

Also present from the village: HDC Coordinator Megan Haselden

Present from the public: Architectural Advisor John Arnold; Mark Chalou (via Zoom)

I. Call to Order / Roll Call / Pledge of Allegiance

Voelker called the meeting to order at 5:32pm with roll call and led the Pledge of Allegiance.

II. Petitions from the Public (*members of the public have 5 minutes to speak*)

None.

III. Acceptance of Agenda

Que moved, seconded by Green to accept the agenda as presented.

Motion Carried 4/0

IV. Approval of Minutes of August 21, 2024 Regular Meeting

Que moved, seconded by Dronet, to approve the minutes as presented.

Motion Carried 4/0

V. Unfinished Business

1. KNHPAC Heritage Grant (Street Sign Project)

Que provided updates; goal is to have the signs completed this year.

VI. New Business

1. Applications for Certificate of Appropriateness

i. Case 24.107 618 Oak St Sign (Carmelita's)

Chalou, the contractor on the project, presented the sign to the board.

Discussion on location of the sign, which will replace the existing sign in the same location. Discussion regarding the use of neon lighting, which is allowed per zoning and HDC guidelines.

Que moved, seconded by Dronet to approve the COA application as presented.

Motion Carried 4/0

2. Process or procedure for repairs / maintenance in the district

Discussion on work occurring in the district, in particular tuckpointing and whether that should be a maintenance item that requires a Certificate of Appropriateness.

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3. Enforcement of violations

Discussion on enforcement and the need to be proactive. Once the historic street signs are placed, Commission to send an informational mailer to property owners in the district.

Discussion on possibly adding a notice of HDC restrictions to all deeds in the district.

Discussion on the DDA Grant Program and requirement for COA approval in relation to projects and grants awarded in the district. Haselden to draft a letter to the DDA from the HDC regarding 109-111 5th Street Notice to Proceed.

4. Administrative Approvals (*none*)

5. HDC coordinator Report

No updates.

6. Architectural Advisor Report

Arnold provided updates and reminders to the board of upcoming trainings and conferences.

VII. Announcements and/or Comments

Haselden to look into HDC training to schedule in October.

VIII. Comments from the Public (*members of the public have 5 minutes to speak*)

None.

IX. Adjourn

Que moved, seconded by Dronet to adjourn the meeting at 6:51pm.

Motion Carried 4/0

Respectfully Submitted,

Megan Haselden, HDC coordinator