

Burton Historic District  
Architectural Review Board  
Minutes  
May 30, 2012

The meeting was called to order at 1:00 p.m.

Board members present: Jim Wohlken, Kurt Updegraff, Sharon Ronyak & Pat Hauser  
Board member absent: Brian Johnston

Visitors: Russ Hurd, Lauren Sayre

Chairman's report: We discussed our decisions about materials used on the buildings and what we need to consider when making construction permit decisions. We need to pay more attention to the Dept. Of Interiors handbook and other historic preservation fact sheets.

Construction Permit: # 2012-09

Russ Hurd requested a construction permit to cover the existing asphalt shingle roof at 13768 Spring St. with a metal roof. Mrs. Ronyak made the motion to approve the permit as presented using slate colored metal roofing over the existing roof. Mrs. Hauser 2nd. Mrs. Ronyak, yes; Mrs. Hauser, yes; Mr. Updegraff, no; Mr. Wohlken, yes The permit was approved.

Construction permit: # 2012 - 10

Lauren Sayre requested a sign permit for 13874 Kirtland St. The sign presented was considered by the Board as a temporary sign in style and form. Mr. Updegraff made a motion that we approve the sign presented as a temporary sign to be used until Aug. 31, 2012. Ms. Sayre will then present the Board with a new design for a permanent sign. Mrs. Ronyak 2nd. Mr. Updegraff, yes; Mrs. Ronyak, yes, Mr. Wohlken, no; Mrs. Hauser, yes The permit was approved with stipulations.

Mr. Wohlken made a motion to approve the 5/11/12 minutes. Mr. Updegraff 2nd. All Board members present approved the motion.

Ms, Dahlhausen gave a copy of the survey grant RFP to all the Board members.

It was suggested that the Board might use parts of the letter sent to property owners about the Historic District to create the letters to be sent to the real estate companies and the title companies. We should put a reminder in the village newsletter about properly filling out the Property Disclosure Form when selling property in the Historic District.

Mr. Wohlken will contact Mr. Shibley about doing a presentation to the Board, Village Council, BHDA and the public about his restoration of the commercial buildings housing The Gunrunner and Coffee Corners. This will be the Board's educational/training program for the year.

Additional Business: Talked about Council and whether or not they really support what we do.

Meeting was adjourned at 2:50 p.m.

Respectfully submitted - Pat Hauser, Chairman