

**VILLAGE OF ALBION**  
**HISTORIC PRESERVATION COMMISSION**  
October 18, 2012  
Meeting Minutes

**PRESENT:**            Commission Members: Jordan Bonafede, Chris Haines, Mary Anne Braunbach, Sandy Church, Linda Smith & Aric Albright  
Excused: Richard Nenni

Also in attendance:    CEO Vendetti  
                                 Jodi Neal & Greg States ( Free Methodist Church)  
                                 Kevin Parker (VFW)

**CALL TO ORDER**            The meeting was called to order at 7:02 pm by Jordan.  
The Pledge of Allegiance followed.

**APPROVE MINUTES**            A motion was made by Sandy, seconded by Chris to approve the minutes of the September 20, 2012 meeting as written.  
**Motion passed unanimously**

**ADJUSTMENTS TO AGENDA**            Add: Kevin Parker (VFW) to old business  
  
A motion was made by Linda, seconded by Aric to approve the agenda with the adjustment.  
**Motion passed unanimously**

**C of A: 25 PLATT ST.**            The Albion Free Methodist Church located at 25 Platt Street submitted a Certificate of Appropriateness application for a roof at 25 Platt Street. The old roof was black asphalt shingle. It was replaced with metal. Jodi Neal apologized to the Commission for installing the roof prior to getting the approval of the HPC. He stated that the church did not believe that the district was in place at the time the roof was installed. The HPC looked at photos and a sample of the metal roofing and had no issues. The top portion of the roof has not been replaced yet, but will probably need replacement in the future. The HPC requests a Certificate of Appropriateness application be submitted prior to the replacement of that section.  
A motion was made by Chris, seconded by Mary Anne to approve the Certificate of Appropriateness application for the roof that was already installed at 25 Platt Street.  
**Motion passed unanimously**

**OLD BUSINESS**

VFW: Kevin Parker was present on behalf of the VFW to discuss the possible demolition of rear attachments at 28 East Bank Street. There has been an ongoing discussion about this possibility, but the VFW has not submitted a Certificate of Appropriateness application for HPC review. The VFW will need to submit a completed Certificate of Appropriateness application at least 7 days before the HPC's meeting. The application needs to include a detailed drawing of what the finished project is expected to look like. The HPC suggested ways to complete the requested drawing without spending a large amount of money. CEO Vendetti recommended bringing sample materials to be used (if available). The HPC is also requiring a bond for the amount the project is expected to cost the VFW.

District: update on letter to Mary Hallenbeck regarding her property being included in the district – the district has not been filed with the County Clerk .

A motion was made by Mary Anne, seconded by Linda to hold a public hearing on Thursday November 15, 2012 at 7:00 pm for the purpose of including 117 Liberty Street in the historic district.

Motion passed unanimously

In-kind Repairs: A motion was made by Mary Anne, seconded by Linda to allow code enforcement to determine if a project is "in-kind" or requires a Certificate of Appropriateness.

This will be considered *Policy 2012-10-01*.

Motion passed

5 Ayes                    1 – abstained (C. Haines)

Design Standards: Members continued their discussion about signs. They do not want regulations that are more restrictive than what the Village code already has in place. There was discussion about time limit on banners and/or temporary signs, illumination of signage and C of A's for business signs. Mary Anne and Linda are assigned as the sub-committee for signs and will bring their recommendations to the next meeting.

**NEXT MEETING:** The next meeting is scheduled for Thursday November 15, 2012 at 7:00 pm.

**ADJOURN:** A motion was made by Mary Anne, seconded by Linda to adjourn the meeting at 8:24 pm.  
Motion passed unanimously