

**BUTTE-SILVER BOW  
HISTORIC PRESERVATION COMMISSION  
MINUTES  
January 5, 2021**

**Conference Call Meeting  
Due to COVID 19 Restrictions**

**Members Present:** Steve Hinick, Mitzi Rossillon, Butch Gerbrandt, Russell O'Leary, Jennifer Petersen, Bobbi Stauffer and John Weitzel

**Absent:** None

**Staff:** Mary McCormick, Historic Preservation Officer

**Public:** Montana Knapp

**I. Call to Order:** The Historic Preservation Commission meeting was called to order at 5:30 p.m.

**II. Roll Call:** All members present. A quorum was established.

**III. Reading/Approval of Minutes**

Chair Hinick moved to approve as written the minutes of the November 10 and December 1, 2020 meetings. Mr. O'Leary seconded the motion. The voice vote in favor of the motion was unanimous.

**IV. Public Comment – Items on Agenda:** None

**V. New/Old Business**

**Annual Election of Officers**

Chair Hinick moved to nominate the current officers for another term, including himself as Chair and Ms. Rossillon as Vice Chair. Ms. Stauffer seconded the motion. The voice vote in favor of the motion was unanimous.

**Design Review COA: 22 West Park Street**

Ms. McCormick reported that Metals Banc Building, LLC is seeking a URA grant to assist with reestablishing an entry in the east storefront at 22 West Park Street. The building has two storefronts, the larger being the west storefront that historically accommodated the F&W Grand store. Both storefronts have been extensively

remodeled more than once, most recently when MEPS took over the building in the early 1990s. At that time, the entry at the east storefront was removed, leaving three bays of galvanized aluminum sash windows, 3 windows per bay. Metals Banc is proposing to replace the three windows at the center bay with a door and a window. The new door and window will be galvanized aluminum-sash commercial units, same as the existing. Ms. McCormick said Metals Banc's representative, Matt O'Brian had planned to call into the meeting tonight, but hasn't. Ms. McCormick recommended project approval. The project's Design Review COA is attached and made part of the minutes.

Ms. Rossillon motioned to approve the project. Ms. Stauffer seconded the motion.

Chair Hinick expressed disappointment that the COA did not include a drawing of the proposed changes. He believes that project proponents should be required by the URA to retain design professionals to prepare architectural drawings that would be made available to the HPC for review.

Mr. O'Leary asked whether the project would impact the surviving Italian tile flooring.

Ms. McCormick stated no. Tile flooring remains at two of the west storefront's recessed bays. There is no tile flooring at the east storefront's bays, including the center bay proposed for impact.

Ms. Rossillon withdrew her motion.

Mr. O'Leary moved to suspend project consideration until the applicant provided more details, including measured drawing. Upon receipt, Ms. McCormick is to email the additional information to HPC members, and each member would have three days to return a vote via email to approve or disapprove the project. Ms. Rossillon seconded the motion. The voice vote in favor of the motion was unanimous.

FOLLOW UP: Matt O'Brian provided a photograph marked to show the proposed new window-door-window glazing for the center bay at the east storefront, including measurements. Ms. McCormick emailed this photographic documentation to HPC members. All members responded by email and voted to approve the project. The approved documentation is attached and made part of the minutes.

### **Design Review COA: 304 East Broadway**

Ms. McCormick presented a COA for two new signs proposed for installation at the brick commercial building at 304 East Broadway. Property owner Montana Knapp has hired Weitzel Signs to design, fabricate, and install the signs, and is seeking a grant from the East Butte RRA to assist with these costs. The signs will advertise Ms.

Knapp's new business venture, Athena's Café. One sign will be a wall mounted sign at the front entry. It will display the business name and be pierced by a 13' long arrow. The other sign will be a roof sign, consisting of individual letters for Athena's. The roof sign will be located along the rear or south edge of the roof and will be about 12' long with each letter about 2' tall. The COA prepared for the project is attached and made part of the minutes.

Mr. Weitzel addressed the HPC and indicated the design of the signs is still in the preliminary stages and subject to change. He and Ms. Knapp just wanted to let the HPC know of the basic intent.

Ms. McCormick recommended tabling the project for further consideration by the HPC until more plans are developed. HPC members concurred.

**Demolition Review COA: 1311 Farrell Street**

Ms. McCormick reported that the owner had applied for a permit to demolish the small historic house at 1311 Farrell. The house was all but destroyed in a fire last fall. Ms. McCormick recommended approval of the permit application. The project's Demolition Review COA is attached and made part of the minutes.

Mr. Hinick moved to approve the demolition permit application. Mr. O'Leary seconded the motion. The voice vote in favor of the motion was unanimous.

- VI. Staff/Member Reports:** None
- VII. Announcements:** None
- VIII. Public Comment – Items Not on the Agenda:** None
- IX. Adjournment:** The meeting was adjourned at 6 p.m.