



## HISTORIC PRESERVATION COMMISSION

Monday, July 10<sup>th</sup>, 2023

6:00 p.m.

### MINUTES

Members Present: Frank Brown  
Jason Swichtenberg  
Bill Hover  
Brad Jones

Staff Present: Lori Leland, Permitting Coordinator  
Gina Hill, City Clerk  
Debbie Toole, Consultant

**Item 1.** Meeting Called to Order

**Item 2.** Approval of minutes from June 5, 2023, regular meeting.  
Bill Hover motioned to approve. Jason Swichtenberg seconded. All ayes.

**Item 3.** Old Business: None

**Item 4.** New Business:

- 1 Exeter Road- Suzanna Stribling -- (1) Enclose the side-elevation screened porch with windows.  
Bill Hover made a motion to approve as submitted. Jason Swichtenberg seconded. All ayes.
- 48 Clarendon Avenue- Bruce Meller--(1) Replacement of the front porch that includes enlargement of the front-gabled section of roof; (2) replacement of the existing front entrance with a new entrance; (3) addition on the rear elevation of the house's side wing; (4) removal of a side entrance and stoop with an accessibility ramp; (5) infill of several windows and doors and introduction of new window and door openings on the house's rear elevation; and (6) construction of a new front walkway.  
Brad Jones made a motion to defer this application. Jason Swichtenberg seconded. All ayes.
- 69 Wiltshire Drive- Anna & Patrick Vincs -- (1) Addition to the house's rear elevation; (2) replacement of existing windows, including removal of existing window openings and addition of new window openings on

the house's front and side elevations to align with a new interior configuration; (3) replacement of the existing front entrance door and repair of the front entrance stoop and steps; (4) construction of a freestanding garage behind the house; and (5) extension of the driveway along the house's side elevation to the new garage.

Brad Jones made a motion to approve the amended documents provided with the stipulation that the bottom front window can be removed and replaced with an inset infill using the same brick as the foundation. Also stipulating a brick veneer for the foundation of the original house. The applicant may also remove the shorter master bedroom window on the east elevation. Bill Hover seconded. All ayes.

**Item 5.** Other items deemed appropriate for discussion  
The group discussed adding a consent agenda option to future meetings. Lori Leland talked about any agenda items for the following month.

**Item 6.** Adjournment  
Jason Swichtenberg motioned to adjourn. Brad Jones seconded. All ayes.