

## **HISTORIC PRESERVATION COMMISSION Meeting Summary**

October 8, 2025

### **Item 1. Call to Order**

Commissioner Morgan called the meeting to order at 5:00 p.m.

### **Item 2. Roll Call**

PRESENT: Susan Blaser, Charles Boothe, Darryl Coutts, Rick DeFlon, Sonya Morgan, Jody Pasalich. Mark Spohn, City Council Liaison was also present.

ABSENT: Anna Sue Spohn

PUBLIC PRESENT: Mark Green, Darren Jennings, Jaylee Maples, Jeff Watkins

STAFF PRESENT: Mark Spohn, City Council Liaison; Mallory Brown, Community Development Director; Joshua Garrett, City Planner; Julia Goldstein, Administrative Assistant.

### **Item 3. Approval of meeting Summary from September 10, 2025.**

Commissioner Coutts made a motion to approve the meeting summary.  
Commissioner Blaser seconded the motion. Motion Carried.

Vote: Motion Approved 6-0-0

Yes: Commissioners: Blaser, Boothe, Coutts, DeFlon, Morgan, and Pasalich.

No: None

Abstain: None

### **Item 4. Chairperson Morgan asked if any visitors would like to speak.**

There were no comments from visitors.

### **Item 5. Certificates of Appropriateness**

- A. **HPC-25-020** – An application by Mark Green to replace the building entry for the property located at 115 W Excelsior Street in the Hall of Waters district.

Staff report was given by Joshua Garrett, recommending denial.

Mark Green spoke: There is a need to replace or repair the front doors due to an act of vandalism. He was able to purchase doors that would look nice, be an upgrade from the original aluminum doors, and have an added level of security. There was lengthy discussion about the appropriateness of the doors showing metal design between the panes. The commission did not think the new doors are consistent with the aesthetics of the time period and building construction. There were suggested options. Ultimately, the decision to put a film over the glass

to disguise the metal inserts was agreed upon and the COA was approved with the condition that opaque film be installed on the exterior side of the glass panes

Commissioner Blaser made a motion to approve HPC-25-020 with the condition that opaque film be placed on the exterior panes of the newly installed doors and windows.

Commissioner DeFlon seconded the motion. Motion Carried.

Vote: Motion Approved 5-1-0

Yes: Commissioners: Blaser, Boothe, Coutts, DeFlon, and Pasalich.

No: Morgan

Abstain: None

**B. HPC-25-021** – An application by Gabriel McAfee for signage at 401 St. Louis Avenue in the Elms district.

Staff report was given by Joshua Garrett, recommending approval.

The applicant was not present

Commissioner Coutts made a motion to approve HPC-25-021.

Commissioner Boothe seconded the motion. Motion Carried.

Vote: Motion Approved 6-0-0

Yes: Commissioners: Blaser, Boothe, Coutts, DeFlon, Morgan, and Pasalich.

No: None

Abstain: None

**C. HPC-25-023** – An application by JR & Co. to replace the roof for the property located at 207 E Excelsior Street in the Hall of Waters district.

Staff report was given by Joshua Garrett, recommending approval.

It was noted that the process had begun prior to receiving approval but work was stopped and awaiting completion of this process and approval by Historic Preservation Committee.

The applicant was present but did not speak.

Commissioner Pasalich made a motion to approve HPC-25-023.

Commissioner Blaser seconded the motion. Motion Carried.

Vote: Motion Approved 6-0-0

Yes: Commissioners: Blaser, Boothe, Coutts, DeFlon, Morgan, and Pasalich.

No: None

Abstain: None

D. **HPC-25-024** – An application by Jeff Watkins to construct a limestone veneer for the property at 111 N Main Street in the Hall of Waters district.

Staff report was given by Joshua Garrett. He said that reviewing prior permits and looking at the exterior of the building, it appeared that work was not always consistent with what was approved. Proposed work is not consistent with design guidelines, recommending denial.

Jeff Watkins spoke. He disagreed with the staff report. He stated that he didn't cover up any transoms and had actually replaced three of them. He noted that he didn't do any repairs without approval and the paint color was what was approved. He stated the problem is with the turnover of staff in the Community Development Department. His goal is to make this property maintenance free. He stated that brick and stone were both used in the area historically and he doesn't see a problem with what he is proposing or understand how it varies from design guidelines.

Discussion ensued.

Chairperson Morgan stated that she would entertain a motion.  
Commissioner Pasalich made a motion to approve HPC-25-024 as presented.  
There was not a second, the motion died.

Chairperson Morgan stated that she would entertain another motion.  
Vice-Chairperson Blazer made a motion to deny HPC-25-024.  
Commissioner DeFlon seconded the motion.

Vote: Motion to deny passed 5-1-0  
Yes: Commissioners: Blazer, Boothe, Coutts, DeFlon, and Morgan.  
No: Commissioner Pasalich  
Abstain: None

#### **Item 6. Certificates of Appropriateness Applications Administratively Reviewed**

A. HPC-25-022 – An application by Warbird Whiskey for an illuminated sign for the property located at 251 E Broadway Avenue in the Hall of Waters district.

Staff report was given by Joshua Garrett. This item has not yet been approved. Still waiting on additional information from the applicant. The requests for an illuminated sign with LED lights on the inside will be reviewed.

Staff Comments.

Mallory Brown welcomed Jody Pasalich to the commission and acknowledged the board is now complete with seven commissioners in place.

Joshua Garrett spoke to the concerns raised by Jeff Watkins and acknowledged there have been some changes with staff recently. There has been significant turnover in the department, we are fully staffed and hope to maintain continuity. New software will accommodate tying the COA and building permits together for tracking, so the building permit cannot be issued without a

COA in place. This new process will provide more consistency. Previously there has been little follow up on the work authorized by the COA. Looking back at what has been previously approved is often ambiguous. Community Development staff plans to get more detailed plans going forward and schedule intermediate inspections throughout the construction and restoration process.

**Item 7.** Commissioners Comments.

Commissioner Pasalich suggested appointing a liaison to talk to new property owners in the historic districts.

Chairperson Morgan noted that any building over 50 years old is historic, so properties need to be looked at individually.

Other suggestions; map out the contributing and non-contributing homes. Show examples of good, complete applications to the homeowners that are going to be applying for COA so they know the expectations.

**Item 8.** Adjourn. The meeting was adjourned at 6:39 p.m.

**The next meeting of the Commission is currently scheduled November 12, 2025, at 5:00 p.m.**

Meeting Summary prepared by Julia Goldstein, Administrative Assistant.