

MINUTES

TOWN OF NORMAL HISTORIC PRESERVATION COMMISSION REGULAR MEETING

August 11, 2020

12:30 p.m.

Members Present

Nancy Armstrong, Todd Bugg, Kathy Burgess, Anne Matter, Chris Niebur

Members Absent

Zak Boerger, Bruce Warloe

Others Present

Taylor Long, Associate Planner; Jason Querciagrossa, Deputy Corporation Counsel; Andrew Valicka, I&T Support Technician; Jack Glascock, 23 Broadway Place

Call to Order

Ms. Matter called the meeting to order at 12:31 p.m. noting that there was a quorum of the commission present. As this meeting was conducted virtually over Zoom, Mr. Long summarized proper etiquette for muting microphones when not speaking and the need for roll call votes for each item on the agenda.

Minutes

Mr. Bugg moved to approve the minutes of the July 14, 2020 regular meeting. Ms. Burgess seconded the motion. The motion carried 5-0.

CA-20-08-29: Tile Roof Restoration, 23 Broadway Place

Ms. Matter introduced the application for the restoration of elements of the tile roof at 23 Broadway Place. The applicant, Jack Glascock, first summarized his plans to replace the flashing around his home's chimney and select clay tiles. The commissioners expressed support for the replacement of the chimney's flashing and the broken tiles.

Mr. Glascock and the commissioners then discussed the proposed removal of the home's aged, metal attic exhaust vent. Mr. Glascock summarized the problems with the vent and the cost considerations that went into his proposal to remove, rather than replace it. Mr. Glascock and the commission discussed the potential impacts of removing ventilation from the attic space. Mr. Niebur offered that removing the vent could lead to moisture retention problems in the attic. The commission suggested that Mr. Glascock talk to his roofing contractor about whether the vent could be safely removed, replaced, or repaired to still allow for ventilation, but prevent birds from getting into the home. Mr. Glascock agreed to investigate these options and work with Town staff on any future applications to the commission.

Ms. Burgess moved to approve the application for the tile roof restoration project, excluding the attic vent's removal, at 23 Broadway Place. Mr. Bugg seconded the motion. The motion carried 5-0.

BG-20-08-08: Tile Roof Restoration, 23 Broadway Place

Commissioners then discussed the applicant's request for Bone Grant funding for the tile roof restoration project at 23 Broadway Place. As the project's Certificate of Appropriateness had only approved the replacement of the home's chimney flashing and broken tiles, commissioners stated that the Bone Grant could only apply to that scope of work.

During the meeting, Mr. Glascock provided Town staff with an earlier estimate from his contractor for only the replacement of the home's chimney flashing and broken clay tiles. Mr. Glascock stated that the estimate for this scope of work was \$2,600.00, \$700.00 less than the estimate provided to the commission with the original Bone Grant request. Mr. Long confirmed the figure and stated that a Bone Grant for this approved scope of work would be in the amount of \$1,300.00, half of \$2,600.00.

Mr. Long then summarized the applicant's difficulty in obtaining two estimates for this project. The commission determined that the applicant had made the requisite, honest effort to obtain two estimates for this project.

Mr. Bugg moved to approve the application for Bone Grant funding of the tile roof restoration project at 23 Broadway Place, specifically for the replacement of chimney flashing and broken tiles, in the amount of \$1,300.00. Ms. Armstrong seconded the motion. The motion carried 5-0.

Other Business

None.

Adjournment

The meeting was adjourned at 1:00 p.m.

Respectfully submitted,



Taylor Long
Associate Planner