



# MINUTES

## Historic Preservation Board Meeting

5:30 PM – July 10, 2024 – City Hall

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**CALL TO ORDER: 5:37 p.m.**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL:**

**PRESENT:** Kirk Musselman, Dorothy Stevenson, Chairman Kalus

**ABSENT:** Vice Chair Dina John, Monte Stamper

**STAFF PRESENT:** Deanna Mikiska, Development Review Coordinator  
Jeff Richardson, Deputy Director of Development Services

**OTHERS PRESENT:** Cheyenne Dunn, HPB Attorney

**1. AGENDA UPDATES**

**2. APPROVAL OF MINUTES**

2.1 Approval of Minutes

May 8, 2024 Historic Preservation Board Meeting

Motion made by Mr. Musselman, Seconded by Ms. Stevens, to approve the Minutes as submitted. The motion passed by a unanimous vote.

**3. AUDIENCE TO BE HEARD**

George Chandler of 509 E Lemon Avenue stated that as his newly obtained property is repaired and improved, meticulous care will be taken to accurately restore the house within the rules required by the Historic Preservation Board.

Dillon Shelton of 804 E Lemon Avenue stated that at the property on the corner of Salem and Washington Ave (700 E Washington Avenue) solar panels were recently installed as well as a two-story metal garage.

Cindy Conklin of 808 E Lemon Avenue stated her house was built in 1919 and that prior to her purchase of the property, the front porch was removed. She would like to install a historically accurate front porch.

Christine Cruz of 813 E Lemon Avenue is continuing to work on house signs for the historic district.

#### **4. NEW BUSINESS**

##### 4.1 2024-COA-07 – 514 E Washington Avenue – A Conversion of Garage to Efficiency Living Space

Jeff Richardson, Deputy Director of Development Services, explained the requested Certificate of Appropriateness for the conversion of a detached garage at 514 E Washington Ave (alt key #1634865) into a separate livable space. The lot is 0.2 acres, and the architectural style is classified as Craftsman style. Future land use is Suburban Residential and the Design District is Suburban Neighborhood, and the detached garage was built in 1923.

Motion made by Ms. Stevenson, Seconded by Mr. Musselman, to approve the application with the following conditions:

- a) Period-style windows will be recessed with panes matching the existing primary structure.
- b) Period-style door will architecturally match the primary structure in style.

The motion passed by a unanimous vote.

##### 4.2 2024-COA-08 – 708 E Lemon Avenue – Fence Installation to Rear of Previously Approved Accessory Garage Apartment

Jeff Richardson, Deputy Director of Development Services, explained the requested Certificate of Appropriateness for the installation of a fence for the garage apartment at 708 E Lemon Avenue (alt key #1631271). The overall lot is 0.4 acres and the architectural style is classified as colonial revival style. Future land use is Suburban Residential and the Design District is Suburban Neighborhood, and the primary structure was built in 1924.

Motion made by Mr. Musselman, Seconded by Ms. Stevenson, to approve the application. The motion passed by a unanimous vote.

**5. OLD BUSINESS**

**5.1 1198 E Washington Avenue**

Staff is continuing to work with the owner of 1198 E Washington Avenue to bring a complete application for Certificate of Appropriateness before the Historic Preservation Board.

**6. STAFF REPORTS: NONE**

**7. BOARD MEMBER REPORTS: NONE**

**8. ADJOURNMENT: 6:33 p.m.**

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DEANNA MIKISKA  
Development Review Coordinator

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MATTHEW E. KALUS  
Chairperson