



Ste. Genevieve Heritage Commission  
Casey Benner, Mark Buchheit, Thomas Hooper, Whitney Tucker, Bill Hart

September 16, 2024

**Regular Meeting Minutes**

**Call to Order** at 6:00 pm

**Roll Call:** Commissioners Casey Benner, Tom Hooper, Mark Buchheit, and Bill Hart were present at roll call. Additionally, Aldermanic Liaison Patrich Fahey and Asst. City Administrator David Bova were present. Commissioner Whitney Tucker was absent.

**Approval of Agenda:** Commissioner Hooper made a Motion to approve the Agenda as presented. Commissioner Buchheit seconded the motion, which passed 4-0-1.

**Approval of Minutes:** Commissioner Hart made a motion to approve the minutes from the August 19, 2024 meeting as presented. Commissioner Hooper seconded the motion, which passed 4-0-1.

**Introduction of Evidence:** Mr. Bova asked that the Commission approve the entry into the record of the Ste. Genevieve Municipal Code and the Design Guidelines for the Sainte Genevieve National Register Historic District along with the staff reports and related material presented to them. Commissioner Buchheit made a Motion to accept the evidence into the record. The motion was seconded by Commissioner Hooper and passed 4-0-1.

**Old Business:** None

**New Business:**

- **SGHC034-24** To receive a Certificate of Appropriateness to tear down and reconstruct existing rear addition and add sunroom on the rear of the building at **73 N Main Street**. Mr. Bova noted that he had some additional plans and information on the sunroom addition available to the commission. Applicant and property owner Dr. Sandra Hoffman and contractor Rob Leighton were present. The commissioners had some questions regarding the specifics of the materials being used and the age of the rear wooden addition. Dr. Hoffman and Mr. Leighton supplied additional information on the materials. Mr. Bova stated that

the wooden addition is believed to have been build in 1990 so it is not a contributing part of the structure. Commissioner Buchheit asked about the window material proposed; applicants stated it was vinyl. The commission requested those be wooden as part of issuing the COA. There was some additional discussion on the exterior of the sunroom; the contractor supplied some additional photos that the commission approved. Commissioner Buchheit made a Motion to Approve the request including wooden windows be installed on the new wooden addition. Commissioner Hooper seconded the motion, which passed 4-0-1.

- **SGHC035-24** To receive a Certificate of Appropriateness to replace wooden windows with vinyl windows at **147 N 3<sup>rd</sup> Street**. Applicant was not present for the meeting. Mr. Bova presented the application along with some information on the structure and the neighboring structure, which is owned by the same applicant. The commission agreed that the wooden windows should be preserved per design guidelines. Mr. Bova stated that the applicant had inquired about keeping wood on the front if allowed vinyl on the sides, but in light of the contributing factor of this structure and the fact that the side can be viewed from the street, they would like all of the windows to remain wooden. Based on design guidelines A.7, H.14 & H.15, Commissioner Hart made a Motion to Deny the application as presented; Commissioner Tucker seconded the motion which passed 4-0-1.
- **SGHC037-24** To receive a Certificate of Appropriateness to restore front porch at **152 N Second Street**. Mr. Bova pointed out to the commission that the applicant has submitted a photo of the porch next door which is an exact match to what was on his home but that an additional black & white photo of the porch as it was in 1993 was also found and available for the commission to review. Applicant Rick Skinner and his friend Mike Phelps were present and answered some questions from the commission regarding materials to be used and direction of the decking. The commission inquired about the design of the brackets and Mr. Skinner stated he would like to use a pattern different from that next door, possibly incorporating a grape pattern. Commissioner Buchheit mad a Motion to Approve the request with the stipulation that the bracket design be approved by staff; Commissioner Hart seconded the motion, which passed 4-0-1.

#### **Administrative Approvals:**

- **SGHC036-24** To receive a Certificate of Appropriateness to install a 4'-6' wooden fence in the side yard at **399 Roberts**.
- **Attestation as to Material Replacement – 163 Merchant St**
- **Attestation as to Material Replacement – 14 Seraphin**
- **Attestation as to Material Replacement – 299 Merchant**
- **Attestation as to Material Replacement – 221 N Main St**

**Other Business:** None

**Public Comments:** Mr. David Myer spoke to the commission about the structures located at 686 & 688 Market Street and if he could make improvements. Mr. Bova stated that those are

within the historic district and would need approval for any exterior alterations. Mr. Myer asked if he could meet again to discuss his proposals and would be back one of the following two Mondays to discuss the buildings. Mr. Bova provided his contact information so that they could meet in the coming weeks.

**Meeting Adjourned:** There being no further business, the meeting was adjourned at 6:37 pm.

Respectfully submitted,  
David Bova  
Assistant City Administrator

DRAFT