



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

October 21, 2024

Regular Meeting Minutes

Call to Order at 6:00 pm

Roll Call: Commissioners Casey Benner, Mark Buchheit, and Bill Hart were present at roll call. City Administrator David Bova was present. Commissioner Whitney Tucker arrived at 6:04 pm during discussion of SGHC001-25. Commissioner Tom Hooper was absent.

Approval of Agenda: Commissioner Hart made a Motion to approve the Agenda as presented. Commissioner Buchheit seconded the motion, which passed 3-0-2.

Approval of Minutes: Commissioner Buchheit made a motion to approve the minutes from the September 16, 2024 meeting as presented. Commissioner Hart seconded the motion, which passed 3-0-2.

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 Hart and passed 3-0-2.

Old Business: None

New Business:

- **SGHC001-25** To receive a Certificate of Appropriateness to install a 4' black aluminum fence in the rear yard at **298 Academy Street**. Applicant and property owner Mary Ellen Ladd was present and discussed her application. The commissioners had some questions regarding the previous fence and fencing on the south side of the rear yard. Ms. Ladd answered the questions and noted that the wooden fence had deteriorated significantly, and they are looking for a more maintenance free option that would still be allowed within the historic district.

Commissioner Hart made a Motion to Approve the request as presented. Commissioner Buchheit seconded the motion, which passed 4-0-1.

- **SGHC002-25** To receive a Certificate of Appropriateness to replace an existing asbestos-cement 'slate' roof with an architectural shingle roof at **323 Seraphin Street**. Applicant and property owner, Mr. Nick Donze was present and discussed his application. The commissioners had some questions regarding the type of architectural shingle, the existing metal valleys and ridge cap. Mr. Donze provided some additional information on the architectural shingles he has discussed with possible contractors; he also discussed that the contractors have proposed eliminating the metal valleys. Commissioners Buchheit and Hart asked Mr. Donze to consider 3-tab shingles that offer a shadow line in order to better match the style of the existing roofing shingles; they also discussed keeping the existing metal valleys and installation of a vented ridge cap in order to better match the existing ridge cap. Mr. Donze stated he would like to stay as close to the existing style as possible but wasn't sure if the contractors offered the 3-tab with a shadow line. Commissioner Hart made a Motion to Approve the request with the stipulations that 1) either 3-tab shingles with shadow line or architectural shingles be used, 2) the existing metal valleys be retained, & 3) vented ridge cap is installed to better match the existing style ridge cap. Commissioner Tucker seconded the motion which passed 4-0-1.
- **SGHC003-25** To receive a Certificate of Appropriateness to replace 12 wooden windows on the sides and rear of the building with vinyl windows at **147 N 3rd Street**. Mr. Bova shared with the commission that the applicant had applied last month for all vinyl windows and been denied the COA; he appealed to the Board of Aldermen (BOA) and the appeal was denied but the BOA suggested that the applicant re-apply to the commission for vinyl windows on the sides and rear. Applicant and owner, Mr. Jason Stackle was present and discussed his application, stating that he was certainly willing to keep wood windows on the front of the structure, but for energy-efficiency and operability reasons, he would like to replace the remaining windows with vinyl. The commissioners had some questions regarding the style and size of the proposed vinyl windows and the wood surrounds on the exterior of the windows. Mr. Stackle stated that he plans to purchase vinyl windows of the same size and style; they will be double sash windows with no additional muntins or gridding, and the new windows will be the exact same size as the existing windows. He also stated that he plans to leave the exterior wood surrounds in place, just replacing the window sash and jamb. The commission inquired as to what Mr. Stackle would do with the wood windows he removed, suggesting he possibly store them for possible future re-installation; Mr. Stackle stated he would store them in the basement. While stating their preference to retain the old windows, the commission came to an agreement to compromise on the side and rear windows. Commissioner Buchheit made a Motion to Approve the application with the stipulations that 1) the replacement vinyl windows be the same style, orientation and size as the existing windows, & 2) that the old wood windows be retained on site. Commissioner Hart seconded the motion which passed 4-0-1.
- **SGHC004-25** To receive a Certificate of Appropriateness to paint a mural on the North side of the building at **10 S Main Street**. Applicant and owner, Ms. Amber

Brown was present and discussed her application. The commission had a couple questions to verify the size and position of the proposed mural. Ms. Brown had provided a proposed mural rendering and stated that the size and position would remain the same. Commissioner Hart made a Motion to Approve the application as presented; Commissioner Buchheit seconded the motion which passed 4-0-1.

Administrative Approvals:

- **Attestation as to Material Replacement – 282 Market St**
- **Attestation as to Material Replacement – 463 Roberts**
- **Attestation as to Material Replacement – 383 Jefferson**
- **Attestation as to Material Replacement – 425 Market**
- **Attestation as to Material Replacement – 399 N 4th**
- **Attestation as to Material Replacement – 105 N 2nd**
- **Attestation as to Material Replacement – 233 Merchant**
- **Attestation as to Material Replacement – 499 Roberts**
- **Attestation as to Material Replacement – 600 Market**
- **Attestation as to Material Replacement – 164 N 4th**
- **Attestation as to Material Replacement – 231 Jefferson**

Other Business: Mr. Bova stated that he would be attending the State Historic Preservation Office's Certified Local Government (CLG) Forum later this week on Friday.

Public Comments: None

Meeting Adjourned: There being no further business, the meeting was adjourned at 6:33 pm.

Respectfully submitted,
David Bova
Assistant City Administrator