

# CITY OF FLORISSANT



June 28, 2021

## LANDMARK AND HISTORIC DISTRICT COMMISSION MINUTES

The Landmark and Historic District Commission (LHDC) of the City of Florissant met in the second-floor conference room on Monday June 28, 2021 at 6:00 PM.

### **INTRODUCTION AND WELCOME**

Commission members introduced themselves along with staff members, Phil Lum, Building Commissioner, Dianne Lehmann, recording clerk, Kent Miller, Chair, Christine Keil-commission member, Steve Frank- commission member, Dan Call- commission member, and Steve Siebe-commission member.

### **ROLL CALL**

Kent Miller, Dan Call, Steve Frank, and Christine Keil were in attendance. The meeting was called to order at 6:07 PM. Steve Siebe joined at 6:15

### **APPROVAL OF MINUTES**

A motion was made by Steve Frank to accept the minutes as submitted. Seconded by Chris Keil. Minutes approved

### **OLD BUSINESS**

- Item 1**                      **Discuss contacting new owners of Historic properties.**  
                                 **Review list of possible landmark properties.**  
                                 **Review letter to send to possible landmark properties**

Kent Miller spoke about the new comprehensive plan that the City is reviewing. He is on the committee for reviewing the plan. He talked about the concentration that the plan will be giving to the historic district and that he feels this will be significant in people wanting to be a part of the historic areas. Everyone agreed

that this may encourage more residents to designate their property as a Landmark property. Dianne Lehmann gave Kent a letter that was drafted so the commission could review it. Kent read the letter aloud and all agreed that we should send the letter out to all property owners that had once been designated Landmarks but withdrew from Landmark status. This would be approximately 55 properties. Additional property owners will get letters though out the next few months.

Dianne asked everyone to be compiling addresses of properties that the Commission should consider for designation. She said we have so many new owners in the area and some properties may not have been considered 20 years ago but should be considered now. Dianne said she would get the list of properties together and verify owner information and we could move forward with the mailing at the next meeting in July.

Chris Keil made a motion to move forward with the letter as submitted with a mailing to all properties that did not re-designate. We will review a mailing list at the next meeting.

**Item 2                    Discuss nominating new properties as Landmark properties**

Kent Miller asked that we postpone any correspondence regarding new nominations for landmark properties until after the comprehensive plan regarding the historic area of Florissant is reviewed. Everyone agreed that we will continue to work on a list for additional mailings.

**NEW BUSINESS**

**Item 1                    Request COA for exterior sign painted on the building located at 610 Rue St. Francois. Requested by Lia Holter representing “Made by Lia”**

Dianne Lehmann apologized for not notifying Lia Holter regarding the meeting but asked if we could proceed with the application we have. A staff report was given to commission members that identified rules as they apply to signs regulations. See Attached\* It was determined that the proposed sign fit one of the 4 scenarios listed in the ordinance; “it is consistent with existing architecture of the building for the proposed sign on buildings constructed after 1900. “The building was constructed in 1953 therefore falls within the guidelines. Several examples of similar signs painted on buildings was shown, one being in the Old Town District of Florissant.

All commission members agreed that the sign on the building only enhanced the beauty of the building and added to the historic character of Old Town. Chris Keil made a motion that LHDC grant a variance to the sign code to also a sign painted on the west wall of the building at 610 rue St. Francois be approved. Steve Frank seconded the motion. A vote was unanimous and motion was approved

**Item 2            Review the by-laws of LHDC.**

Dianne gave all commission members a copy of the City ordinance as it pertains to LHDC rules and regulations. She also provided all commission members with SHPO guidelines for participating in Missouri's Certified Local Government Program. Discussion was had about the required number of members, responsibility of members, terms of service and the requirement for a resume to be a commission member. Phil Lum informed the commission that the State had contacted us with a complaint that the City was not following all the rules; and requested current resumes from all commission members.

Dianne asked all commission members to please submit a current resume if they have not already done so. We will include them in our Annual plan that is submitted in September.

Phil also suggested that we look at terms of service and plan to review and elect commission members as required.

**Miscellaneous Business**

None

**Announcements / Comments**

No new business no announcements

Dan Call made a motion to adjourn, seconded by seconded by Chris Keil.  
Meeting was adjourned at 7:15 p.m.

Respectfully submitted:  
Dianne Lehmann Recording Clerk