

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

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

48
49 Dianne asked everyone to be compiling addresses of properties that the
50 Commission should consider for designation. She said we have so many new
51 owners in the area and some properties may not have been considered 20 years ago
52 but should be considered now. Dianne said she would get the list of properties
53 together and verify owner information and we could move forward with the
54 mailing at the next meeting in July.

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

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

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

66
67 **NEW BUSINESS**

68
69 **Item 1 Request COA for exterior sign painted on the building located at 610 Rue St.**
70 **Francois. Requested by Lia Holter representing “Made by Lia”**

71
72 Dianne Lehmann apologized for not notifying Lia Holter regarding the meeting but asked if we
73 could proceed with the application we have. A staff report was given to commission members
74 that identified rules as they apply to signs regulations. See Attached* It was determined that the
75 proposed sign fit one of the 4 scenarios listed in the ordinance; “it is consistent with existing
76 architecture of the building for the proposed sign on buildings constructed after 1900. “The
77 building was constructed in 1953 therefore falls within the guidelines.
78 Several examples of similar signs painted on buildings was shown, one being in the Old Town
79 District of Florissant.

80
81 All commission members agreed that the sign on the building only enhanced the beauty of the
82 building and added to the historic character of Old Town. Chris Keil made a motion that LHDC
83 grant a variance to the sign code to also a sign painted on the west wall of the building at 610 rue
84 St. Francois be approved. Steve Frank seconded the motion. A vote was unanimous and motion
85 was approved

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

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

98
99 Dianne asked all commission members to please submit a current resume if they have not already
100 done so. We will include them in our Annual plan that is submitted in September.

101
102 Phil also suggested that we look at terms of service and plan to review and elect commission
103 members as required.

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105 **Miscellaneous Business**

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107 None

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109
110 **Announcements / Comments**

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112 No new business no announcements

113
114 Dan Call made a motion to adjourn, seconded by seconded by Chris Keil.
115 Meeting was adjourned at 7:15 p.m.

116
117 Respectfully submitted:
118 Dianne Lehmann Recording Clerk