

**Belleville Historic Preservation Commission**  
Held at Mayor's Conference Room, Belleville City Hall  
Regular Meeting Tuesday, May 16, 2023

**ATTENDANCE**

Angelia Blackman-Donovan, Member  
Justin Dominique, Member  
Andy Gaa, Member  
Molly McKenzie, Member

**Absent:**

Mike Heisler, Member

**Staff:**

Eric Schauster, City Liaison  
Scott Tyler, Director of Health and Housing  
Joe Werner, Assistant Building Commissioner

**DRR Representative:**

Donna McKelvey

**CALL TO ORDER**

Mr. Gaa was selected to chair the meeting which was called to order at 7:10 PM.  
Ms. McKenzie was appointed Secretary, pro tem.

Staff Liaison Schauster announced that five members of the BHPC had resigned: Banks, Hettenhausen, LeChien, Owens, & Weisenstein.

**Emergency Procedures were given.**

**PUBLIC PARTICIPATION:**

No public participation.

**DESIGN REVIEW REQUEST(S):**

401 North Church St: Donna McKelvey – St. Luke's Parish Representative. Request to install brass kickplates to the front doors of St. Luke Church which are being re-finished. This has been recommended because water is deteriorating the wood door bottom.

Mr. Dominique – Motion made to accept the DRR as presented,  
Mr. Gaa – Seconded.  
Motion passed unanimously.

301 Abend St: Staff Liaison Schauster reported that the replacement fence was signed off by him as the replacement of the fence was with like materials.

**OFFICER'S REPORTS:**

**Chair Report:** None

**Secretary's Report(s):**

Mr. Dominique – Motion to accept the minutes of April 18, 2023 and the minutes of May 3, 2023 as presented.

Mr. Gaa – Seconded.  
Motion carried unanimously.

**Treasurer’s Report:**

Staff Liaison Schauster reported that \$2,000 is currently available.

**NEW/OLD BUSINESS:**

**1.) Discussion on Vacant Properties in Hexenbuckel District:**

Housing Inspector Scott Tyler reported that in the past 30 days there have been 128 complaints in the Hexenbuckel District for a variety of reasons. 612 N. Charles and 416 Sycamore have been razed. 312 & 314 N. Charles are on the “10 Worst List” and are scheduled for demolition next. Average cost to the City is \$15k per demolition. Mr. Tyler described how difficult it is to track ownership of some properties (LLCs), and out-of-state owners are a big problem. For every derelict house, there is a different backstory. Under the Infill Program, demolition listings are always reviewed for rehab potential before demolition. Both Mr. Tyler and Joe Warner, Asst Building Commissioner, emphasized that when properties are caught in the back taxes cycle or are vacant, it is essential to get to them early for a solution.

**2.) Discussion & possible motion on amendments to Design Guidelines/Policies & Procedures Manual/Solar Panels:**

Staff Liaison Schauster distributed Solar Panel Policies from other municipalities’ historic districts. Members were asked to review and be prepared to discuss at next month’s meeting. Thus, no action was taken.

**3.) DRR – 410 Mascoutah Ave.:**

Tabled indefinitely until resolution on Item #2 above.

**4.) Design Review Manual:**

Mr. Schauster reported that the grant has been submitted to the State of Illinois. The City is waiting until the grant has been approved/denied before moving forward. Farnsworth Group has been identified as consulting firm to update the current Design Review Manual.

**5.) 107 East ‘D’ Street Update:**

Nothing new to report.

**6.) Miscellaneous Discussion:**

None.

**ADJOURN:**

Mr. Dominique – Motioned to adjourn.  
Mr. Gaa – Seconded.  
Motion carried unanimously.

Meeting adjourned at 8:40 PM.

Date Approved: 06/21/23  
Chairperson’s Signature: Mike Husler