

## HISTORIC VERMILION DESIGN AND REVIEW BOARD

Meeting Minutes of December 3, 2025

Roll Call: Judy Doll, Dan Pryor, Tara Leslie. Absent: Robbie Brown, Pat Stein

Present: Mayor Forthofer; Jeff Lucas, Council Representative; Melanie Wood, Clerk of Council

### CALL TO ORDER:

Vice Chair Judy Doll called the meeting of December 3, 2025, to order at 6:00 p.m. at the Vermilion Municipal Court Complex.

### APPROVAL OF MINUTES:

D. Pryor MOVED; T. Leslie seconded to approve the minutes of November 5, 2025. Roll Call Vote 3 YEAS; MOTION CARRIED.

CORRESPONDENCE: None.

### OLD BUSINESS:

*(Commercial) Applicant: Isabelle Duchette – 5541 Liberty Avenue (Signage)*

Applicant was not present.

### NEW BUSINESS:

*(Residential) Applicant: David Pilkington – 5759 Liberty Avenue (Roofing)*

Applicant was not present. Emergency repair.

*(Residential) Applicant: James Otton – 5435 South Street (Doors, Entrances)*

James Otton of 5435 South Street submitted the application requesting approval to change his metal front door to a historic front door. D. Pryor asked if it was a wood door. J. Otton responded there is glass in the door. D. Pryor asked if it was fiberglass. J. Otton responded it has panes of glass. J. Doll asked if it was a historic door. D. Pryor questioned if there would be a storm door over it. J. Otton said there would be a larger storm door over the new door, and the storm door will have a screen. J. Doll asked if the storm door will be removed in the fall for the winter. J. Otton said he will leave the storm door up and will fabricate the screen door to match the best of his abilities.

D. Pryor MOVED; T. Leslie seconded to approve the application as submitted and reviewed. Roll Call Vote 3 YEAS. MOTION CARRIED.

*(Residential) Applicant: Sean and Emily Stutt – 5231 South Street (2 Car Garage)*

Emily Stutt of 5231 South Street stated she is requesting to have a garage built. D. Pryor asked if there were going to be two cars, one door and if the siding was going to match the house. E. Stutt responded that it will match the siding, but it will be white, their current siding color is grey, but they are planning to paint it white next spring and are preemptively doing the siding to match. J. Doll asked which garage door she was going to choose. E. Stutt responded it will be

a single garage door. J. Doll said the packet showed several views and asked E. Strutt which one they were choosing. E. Strutt asked to approach the members and said they have not selected yet but those were options presented by the contractor. She offered to choose right then but it would probably be one with windows. J. Doll asked about something they might suggest. She said it's hard to tell by the images what they might look like. The one option's lights look like there might be two different renditions. E. Strutt said if the members had a preference, she would love some advice since it is hard to choose. J. Doll said she would suggest the middle picture. T. Leslie agreed and said the one with windows. D. Pryor said the windows are nice to have. J. Doll asked if there would be a window on the side. E. Strutt responded yes.

T. Leslie MOVED; D. Pryor seconded to approve the application as submitted and reviewed. Roll Call Vote 3 YEAS. MOTION CARRIED.

*(Residential) Applicant: Renewal by Anderson – 5775 Lake Street (Windows)*

Don Wadden of 5775 Lake Street introduced himself and Kristi with Renewal by Anderson. D. Pryor asked if D. Wadden was the owner. D. Wadden responded yes, the home was his grandparents and his parents before him. He purchased it from his father's estate from his siblings, and they have owned the home since 1958. They have had a cottage in Linwood since 1924. D. Wadden said they are replacing nine windows that are currently wood, they would be using a fiberglass composite material that includes upgraded energy efficiency for the homeowners. J. Doll said she would like to know about the rails and styles as far as the dimensions, if you look at the proposal, the original width is not the same. Kristi answered that's more of a virtual picture that shows that they are replacing like for like, it's going to be the same type of concept and functionality as far as an awning. The width of it may be a quarter of an inch just because the frame is a little bit bigger than the wooden existing frame, but it is going to mimic exactly what you see in the first picture. J. Doll asked if it was going to look different than the photo. Her concern is the historic aspect. J. Doll asked about the width of the rail and the style on the window compared to what the original is. She said frame was too fat. D. Wadden said most of the windows they are replacing are from when his parents remodeled the home, and there are some that are leaking and rotten. The particular window that J. Doll is referring to is an addition his grandfather put on in the 1970's. Those are all wooden and are not in great shape. J. Doll said the profiles are important. Kristi said this is exactly what it would look like after installation. The frame would be similar to that of an exterior awning window. Board members asked to see a photo and the representative from Renewal by Anderson approached the board to share the photo. J. Doll asked if they the windows would be wooden. Kristi said they do not have an exterior wood window, their fiberglass composite window will maintain the look the wood would give.

T. Leslie MOVED; D. Pryor seconded to approve the application as submitted and reviewed in accordance with approval from the Building Department. Roll Call Vote 3 YEAS. MOTION CARRIED.

ADJOURNMENT:

J. Doll adjourned the meeting upon no further discussion.

**Next Meeting:**

Wednesday, January 7, 2026 @ 6:00 p.m.  
Vermilion Municipal Complex, 687 Decatur Street, Vermilion