



City of Slidell, Louisiana

## Olde Towne Preservation District Commission

### Agenda

May 12, 2021 at 5:00pm

Council Chambers, 2045 2<sup>nd</sup> St, Slidell, LA

Agenda packet available at [myslidell.com/planning/boards/otpdc](https://myslidell.com/planning/boards/otpdc)

For questions or to provide public comment before the meeting,  
email [OTPDC@cityofslidell.org](mailto:OTPDC@cityofslidell.org) or call (985) 646-4320 (M-F 8am to 4pm)



SCAN ME  
for the  
OTPDC website

1. **Call to Order and Roll Call**
2. **Minutes.** Review and approve minutes from April 14, 2021 (p. 2-3)
3. **Public Hearings**
  - a. **CA21-10:** Exterior alterations and signage at 2256 First St, by Effie Chaisson (deferred, in part, from March 10, 2021 and April 14, 2021) (p. 4-6)
  - b. **CA21-22:** Exterior alteration at 1732 Front St, by Tiffany Lord (CANCELED BY STAFF)
4. **Other Business**
  - a. Discuss administrative approval of alterations to or repair of existing improvements
5. **Informational Items**
  - a. Comprehensive Plan – [slidell2040.com](https://slidell2040.com)
  - b. State CLG FY21-22 grant applications due June 1, 2021  
[crt.state.la.us/cultural-development/historic-preservation/grants/national-park-service-historic-preservation-fund-grants](https://crt.state.la.us/cultural-development/historic-preservation/grants/national-park-service-historic-preservation-fund-grants)
  - c. National Trust for Historic Preservation grant applications due June 1 or October 1, 2021  
[savingplaces.org/grants](https://savingplaces.org/grants)
6. **General and Public Comments**
7. **Adjournment**

*The next Olde Towne Preservation District Commission meeting will be June 9, 2021.*



City of Slidell, Louisiana  
**Olde Towne Preservation District Commission**  
 Minutes

April 14, 2021 at 5:00 pm

Council Chambers, 2045 2<sup>nd</sup> St, Slidell, LA

1. **Call to Order and Roll Call.** Meeting called to order by Vice Chair Caruso at 5:00 p.m.

**Commissioners Present**

Sam Caruso, Jr, Vice Chair  
 Darren Darby  
 Jonathan Johnson

**Commissioners Not Present**

Michelle Cramer, Chair  
 Dawn Crippin

**Staff Present**

Melissa Guilbeau, Planning Director

2. **Minutes.** Motion by Mr. Darby to approve minutes of March 10, 2021 as written; Mr. Johnson seconded. A vote of 3 YAYS, 0 NAYS, 0 ABSTAIN approved the minutes.

3. **Public Hearings**

- a. **CA21-10:** Exterior alterations and signage at 2256 First St, by Effie Chaisson (deferred, in part, from March 10, 2021)

Vice Chair Caruso opened the public hearing; there was no one present to speak. Vice Chair Caruso closed the public hearing.

Mr. Darby made a motion to defer the request to the next meeting, second by Mr. Johnson. A vote of 3 YAYS, 0 NAYS, 0 ABSTAIN deferred the request to May 12, 2021.

4. **Other Business**

- a. Discuss potential informational brochure and other outreach. Vice Chair Caruso asked if the Commission has its own Facebook page; Director Guilbeau stated that she is not aware of one. Mr. Darby stated that he felt the City’s Facebook page is enough to cover the Commission.

Mr. Darby asked if there was a page on the City’s website dedicated to Olde Towne; Director Guilbeau stated yes.

Vice Chair Caruso asked if the City ever does paid advertisement on Facebook and stated that he would ask Alex Carollo, the City’s public information officer, about it.

Mr. Johnson asked what would be advertised and the Commission discussed the need to inform property owners and managers in the District of the existence and requirements of the District.

Mr. Darby expressed an interest in having an informational brochure to distribute to realtors and related professionals that could hand it out to their customers. Director Guilbeau stated that there is already an informational brochure. She committed to print copies for each Commissioner to distribute.

- b. Discuss administrative approval of alterations to or repair of existing improvements. Director Guilbeau stated that this was a discussion that started at the last meeting. She referred to the

signage and fence handouts prepared by Chair Cramer and the Planning Department's internal cheat sheet for determining when a case must go to the Commission. After a brief discussion, the Commissioners agreed to continue the discussion at the next meeting.

5. **Informational Items**

- a. NAPC biennial conference July 13-17, 2022 in Cincinnati, Ohio. Director Guilbeau asked the Commissioners to let her know if they would want to participate in person and have the City pay any expenses so that she can request it in the budget. Vice Chair Caruso stated that he would like to go in-person.

6. **General and Public Comments.** Director Guilbeau stated that the State National Register Review Committee voted to forward the Teddy Avenue Residential Historic District to the National Park Service. She stated that two property owners – one in favor and one opposed to the nomination – attended the virtual committee meeting.

Director Guilbeau stated that the City's website has received an overhaul and that there are issues with content accuracy and missing meetings. She asked the Commission to be patient as these issues are ironed out.

7. **Adjournment.** Meeting adjourned at 5:18 p.m. on motion by Mr. Johnson, second by Mr. Darby, and a vote of 3 YAYS, 0 NAYS, 0 ABSTAIN.



**REVISED** Staff Report  
**Case No. CA21-10**  
 Certificate of Appropriateness  
 for Exterior Alterations and Signage at 2256 First St

985.646.4320 | 250 Bouscaren St, Ste 203, Slidell, LA 70458 | [planningdept@cityofslidell.org](mailto:planningdept@cityofslidell.org) | [myslidell.com](http://myslidell.com)

**Location:** 2256 First St (Figure 1)

**Owner/Applicant:** Effie Chaisson

**Zoning:** C-3 Central Business District

**Request:** Certificate of Appropriateness for Exterior Alterations and Signage (see Findings for complete details)

**OTPDC Meeting:** 3/10/2021

**Recommendation**

**Approval**

**Findings**

1. 2256 First St is developed with a single-story commercial building (Figure 2). It is zoned C-3.
2. The commercial building is not a historic structure.
3. Previous OTPDC decisions and deferred items from March 10 meeting:

**Decisions:**

- a. **Approved:** Repair of the fence using the same materials as pre-existing
- b. **Approved:** Paint colors proposed, either color: Seashell or White Swann (Benjamin Moore) for exterior brick walls and metal parapet. (Figure 3)

**Deferred for additional information:**

- a. Signage material and design: Proposal for 2 attached signs
  - Commission requested additional information on the materials and design of the signs
- b. Lighting for attached signs
- c. Pole sign



Figure 1. Location map



Figure 2. Street View

d. Walk-up Service Window

- Commission requested design plans of the proposed walk-up window

e. Pavement or asphalt for new parking

- Commission recommended working with the City Administration on materials and permitting.

4. Applicant has provided the following information for the deferred items:

- Signage. Proposed 2 ft by 3 ft signs (Figure 4) will be manufactured in Resin with a wood grain finish.
- Lighting for the signs will be gooseneck lights, 2 each sign, as suggested by the commission.
- Pole Sign. The same signs proposed for the building will be installed on the existing pole.
- Window installation. Two new windows with white trim will be installed on the front façade (Figure 5):
  - 72" by 28" vinyl double hung window to complement existing storefront windows
  - 46" by 36" vinyl double hung window for walk-up coffee service (Figure 6)
- Parking lot improvements will be asphalt from the front of the building to the concrete driveway pad at the street. (Figure 7)

5. Exterior alteration is reviewed against the general design guidelines of Sec. 2-2217 *Design guidelines for Olde Towne and Fremaux Corridor* of Appendix A - Zoning of the City of Slidell Code of Ordinances. The following factors are considered in this request for a Certificate of Appropriateness for a new paint scheme, fence, signage, lighting for the signs, pavement, and windows:

- Materials.** The materials proposed for the fence, signs, windows and parking are outlined in finding #4. The proposed materials are appropriate.
- Color.** Facade colors shall be low reflective and subtle, with primary, high intensity, or metallic color prohibited outside of the sign face. The proposed colors meet the guidelines.

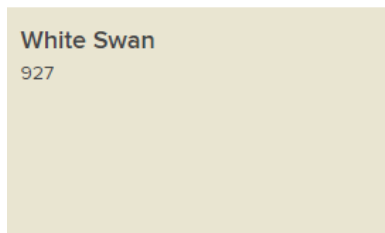
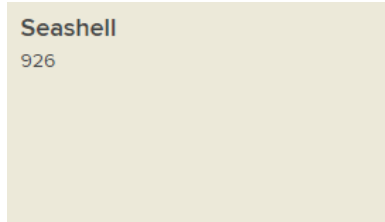


Figure 3. Exterior Colors



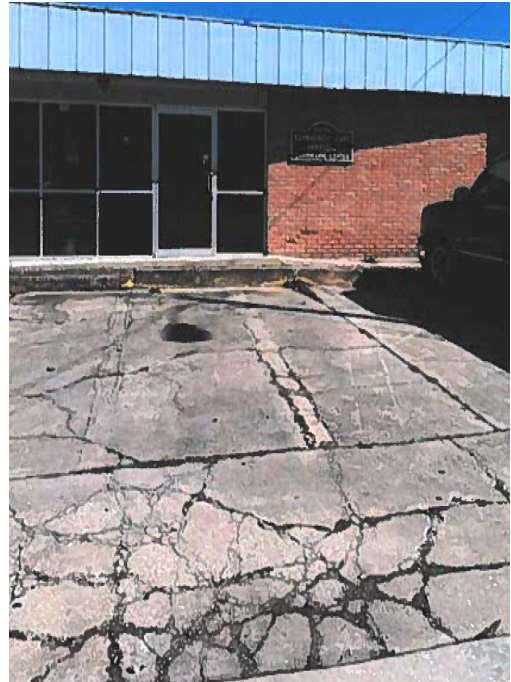
Figure 4. Proposed Signage



Figure 5. Front Elevation New Windows



*Figure 6. New Windows*



*Figure 7. New Paving Area*

6. The proposed exterior alterations are consistent with the applicable standards and guidelines of the Olde Towne Preservation District.