

COLLINSVILLE HISTORIC PRESERVATION COMMISSION  
Meeting Minutes, Wednesday, April 1, 2026

A. CALL TO ORDER:

Vice Chair Metzger called the meeting to order at 5:30 PM

B. ROLL CALL:

Present: : Lavadna Hines, Lois Metzger, Scott Rayho, Alene Hill, Jeremy Martin, Larry Shasteen, and Jeff Luner

Absent: Kathy Ulkus, Erik Illies

Also Present: Travis Taylor, AICP, Community Development Director; Cole Filges, Planning Technician

C. SPEAKERS FROM THE FLOOR:

None

D. DISCUSSION

None

E. APPROVAL OF MINUTES:

1. Approval of March 4, 2026, Historic Preservation Commission Minutes:  
Rayho moved to approve the minutes, seconded by Hill. The motion passed by a unanimous voice vote.

F. PUBLIC HEARINGS:

1. COA 26-01 Steve Cox Certificate of Appropriateness, 503 East Clay Street:

Rayho moved to open the public hearing, seconded by Hill, motion passed by unanimous voice vote.

Director Taylor provided an overview of the request by Steve Cox, noting the primary request related to the utilization of vinyl materials with the proposed porch renovations at 503 East Clay Street. Staff recommends denial based upon the City's current adopted design guidelines and the guidelines of the Secretary of Interior. Staff invites the Commission to discuss the request and potentially provide guidance to staff regarding future design guideline amendments, should vinyl substitutes be acceptable.

The Commissioners and the contractor/applicant, John Galvin, discussed the request in relation to past approvals of vinyl products and the burden of creating like wood materials which would fit both the current style and the current building codes.

After a short discussion, Rayho moved to close the public hearing, seconded by Luner. Motion passed by unanimous voice vote.

Rayho moved to recommend approval with the following condition:

1. Applicant shall work with City staff to maintain color, texture, profile, and shape of original materials consistent with the architecture of the time
2. Additional vinyl trim work and lattice also approved, as necessary, with COW 26-01.

Motion seconded by Shasteen. Motion passed unanimously via roll call vote.

G. NEW BUSINESS:

None

H. OLD BUSINESS:

None

I. STAFF REPORT:

Director Taylor passed out the write-up Collinsville Progress completed for the Columbian School, asking Commissioners to review and make recommendations for the potential Columbian School brick giveaway program.

J. COMMENTS FROM COMMISSION MEMBERS:

1. Lois' Landmark Spotlight

Metzger provided a spotlight on the Eck filling station and the bell at the Methodist church.

2. Friends of DD Collins House Update

Hines provided an update on the DD Collins House, noting that the tool shed's failing corner has been fixed, she has a request into Kimberly Caughran regarding potential termite damage, the upcoming season and the plant sale on May 2.

3. Scott's Miner's Theatre Spotlight

Rayho provided an update on previous and upcoming events at the Miner's Theatre and upcoming Parks and Rec events.

4. Collinsville Historical Museum Update

Shasteen provided an update on the Museum's current projects, including their involvement in Route 66 anniversary activities.

Luner asks if additional work is needed to try to bring forward new landmarks. The Commission briefly discusses previous efforts and potential future efforts.

K. ITEMS FOR NEXT AGENDA:

The Commission discussed bringing forward a conversation about bringing forward potential landmarks and a discussion about the Columbian School brick project.

L. ADJOURNMENT:

Shasteen moved to adjourn the meeting, seconded by Hill. The motion passed by a unanimous voice vote. Adjournment at 6:45 PM.