HISTORICAL PRESERVATION COMMISSION

APPROVED ACTION MINUTES SEPTEMBER 12, 2007

MEMBERS PRESENT: Hancock, Vicars and Bunse

MEMBERS ABSENT:

STAFF PRESENT: Norris and Shallit

GUESTS:

Roll Call:

Meeting called to order at 6:00 PM.

Approval/Revision of Agenda:

The Agenda was approved as submitted

Approval of Minutes:

Minutes were approved.

Secretary's Report:

- Staff summarized the SHPO workshop on August 8, 2007 and that it had been a great success and was very well attended as well as being very informative.
- That the Stroll Through History, on September 8, 2007, seemed to be generally very successful and that the City sold 185 walking tour books. The books were very well received.
- On September 18, 2007 the City Council will award a Certificate of Appreciation to the Walking Tour Book Volunteers.
- Staff let the Commission know that the City Council presented John Hancock with a Certificate of Appreciation at their last meeting to thank him for his years of service. Staff thanked Commissioner Hancock for all his time and efforts on the Commission.
- Staff let the Commission know that with this being Commissioner Hancock's last meeting that there are only two appointed members and as such they are not able to take action until there is a quorum. Several applications have been received and staff had been told that a few more may be coming in. The Council will need to meet and interview the potential candidates prior to their appointment.
- Staff let the Commission know that staff has received an application from Sophies to do some
 interior and exterior changes and that this will be coming forward to the Commission in the
 future.

Subcommittee Reports:

None Reported

Public Comment:

No public comment.

Commission and Staff Comments:

None Reported

Redevelopment Façade Program

Cynthia Shallit, Redevelopment Manager spoke the Commission regarding the new Facade improvement program that has recently been approved by City Council. She indicated that they have been working to make the program more viable and usable for local businesses and to not tie them up with Davis Bacon wage requirements. She indicated that they are developing a schedule for applicants and discussed what would be the best point at which to have initial Historic Preservation review. Commissioner Bunse suggested that early notification to the Commission that an application has been receive and a summary of the proposed work would be helpful so that they are aware of what is out there and the types of alterations being suggested. Ms Shallit indicated that they would be able to do that and provide a list to Ms. Norris prior to a meeting so that she could include it on the agenda.

Possible Change of Meeting Date from November 14 to November 7

Commissioner Vicars indicated that she will not be able to make the meeting of November 14 or the December meeting and if it was moved she would only miss one meeting. The motion to move the meeting date was provided and seconded. 3-0 to approve the meeting date change.

Selection of Chair and Vice Chair

The Commission recommended taking a vote at the next meeting after additional members have been appointed. This will most likely occur at the November meeting.

Beamer Motroni Honorary District

Staff provided an updated handout. The final design will be developed prior to mailing them out to the neighbors. The Commission was happy with the hand out. Commissioner Vicars suggested that we give a comment period to November 1. She also suggested that the City Council be informed before the notices are mailed in case they receive calls from citizens.

Adjournment:

Meeting adjourned at 6:50 PM.

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