

**ACTION LETTER**11/21/2016

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**OPENING ROLL CALL: 6:01 PM**

Kathy Smith	Present	Eric Vaughan	Present
Joseph Towns	Absent	Martin Owens	Present
Rick Wasson	Present	Dunnie Funk	PC Liaison Absent
Amberlynn Issacs	Present	Craig Faith	CC Liaison Absent
Dan Shepard	Present		

Also present was Heping Zhan, Assistant Director of Planning Services.

**APPROVAL OF AGENDA**

HPC ACTION: On motion of Commissioner Vaughan seconded by Commissioner Wasson, the Historic Preservation Commission voted unanimously by voice vote to APPROVE the Agenda as published.

**PUBLIC COMMENTS**

PUBLIC COMMENTS: None.

**APPROVAL OF CONSENT AGENDA**

- A. Action Letter of the October 17, 2016 Historic Preservation Commission meeting

HPC ACTION: On motion of Commissioner Wasson seconded by Commissioner Vaughan, the Historic Preservation Commission voted unanimously by voice vote to APPROVE the consent agenda.

**REGULAR AGENDA**

2. Update & Subcommittee Update on HPC Work Program Amendment Proposals  
Discussion -

HPC ACTION: Subcommittee members working on recommendations for amending the HPC Work Program reported progress to the Commission. The subcommittee working on preservation of agricultural buildings and structures reported meeting(s) with City staff in an effort to understand the implications of a recent City Council decision to deny a preliminary development plan for the development of a portion of the New Longview area to include a mixed use and potential strategies to make funding available for reserving the deteriorating historic buildings of the original Longview Farm. The subcommittee working on public awareness and education piece reported exploring walking tours of historic homes and structures. Subcommittees on signage and preservation regulations did not report progress.

3. Discussion & 2017 May Preservation Month Activities  
Decision -

HPC ACTION: On motion of Commissioner Wasson seconded by Vaughan, the HPC voted unanimously by voice vote to approve recommendations that for the Strawberry Lawn Fete, the 2017 Graves/Hale

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Preservation Award be presented to Jackson County in recognition of its effort, financial commitment and successful purchase of the Rock Island Railroad right-of-way for future development of a regional trail/rail system and a walking tour of historic homes/buildings in celebration of 2017 May Preservation Month. Dates for these events are yet to be confirmed.

## **OTHER ITEMS**

## **ROUNDTABLE**

Mr. Zhan shared with the Commission that the department reorganization is near completion. The staff liaison to HPC will be moved to the Department of Development Services. The process is ongoing to hire a current planning staff planner who will also be designated as the staff liaison to the HPC. Before that planner is hired, Mr. Zhan will continue to be the acting liaison to the Commission. Mr. Zhan also shared with the Commission that a proposed reuse of the USPS building in downtown as a co-work space with some interior and exterior renovation is currently going through the process. Interested HPC members can review the development plan at City Hall or attend public meetings.

## **ADJOURNMENT**

Meeting Adjourned At: 6:58 PM