

ACTION LETTER

7/15/2019

OPENING ROLL CALL: 6:03 PM

Kathy Smith	Gary Keshner	
Martin Owens		Vacant
Joseph Towns		PC Liaison
Douglas Horn		CC Liaison
Michel Seignette de Kero		
C. Shannon McGuire, Planner & HPC Staff Liaison		

APPROVAL OF AGENDA

HPC ACTION: On motion of Commissioner Towns, seconded by Commissioner Owens, 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 Monday, May 20, 2019 Historic Preservation Commission Meeting

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

REGULAR AGENDA

2. Discussion & Vote Annual 2019-2020 Fiscal Year Officer Elections

Mr. McGuire explained to the commissioners that it was once again time to elect the Chair and Vice-chair for the commission. He then turned to floor over to the commissioners for discussion and nominations. Commissioner Owens nominated Commissioner Seignette de Kerobert and Commissioner Keshner seconded the nomination. Commissioner Seignette de Kerobert accepted the nomination and stated that he was honored. The Historic Preservation Commission voted unanimously by voice vote to appoint Commissioner Seignette de Kerobert as the Vice-chair. Commissioner Towns nominated Commissioner Smith for the Chairperson position. He spoke to her qualifications and her continued commitment to the community. Commissioner Owens seconded the nomination and The Historic Preservation Commission voted unanimously by voice vote to appoint Commissioner Smith as the Chair.

3. Update & Discussion Howard Station Park Historical Sign

Mr. McGuire stated that a mockup of the sign for Howard Station Park had been distributed to the commission in their packet. He explained that the sign would be 3'x2', be made out of machined

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aluminum, and mounted on posts. He explained that the sign could be horizontal or vertical. Commissioner Seignette de Kerobert pointed out that the text on the mockups were all capitalized. He wondered if it would look better if the text followed the standard capitalization. Commissioner Smith felt that having the words capsized would make the sign easier to read. The commission voted by voice to have the text capsized and the sign to be horizontal. Commissioner Horn asked the commission if they felt the "Established 1865" should be a larger text. He felt that it should be a larger text than the rest of the sign so that it acts as a title. Commissioner Smith stated that she thought it may look better if the LS logo was moved to the bottom left corner and add the HPC logo to the right corner. Then the "Established 1865" could be moved to the top and it would act as a header. Mr. McGuire drew the new sign lay out on the white board. Commissioner Towns motioned to approve the new layout, seconded by Commissioner Keshner. The Historic Preservation Commission voted unanimously by voice vote to APPROVE the sign lay out.

4. Discussion HPC Work Program Goal setting

Mr. McGuire opened the conversation by explained that this exercise was to establish goals and expatiations for the HPC. He explained that this was their opportunity set goals to work towards over the next year or more. He explained that these goals could be short term or long term. He then turned over the floor to the commission to talk over what they wanted to accomplish. The commission identified 6 goals the would like to work towards; updating the preservation ordinance, produce educational materials for the schools, plan May preservation month activities, plan additional community events, install new historical signs through the city, participate in a joint Planning Commission or City Council meeting, partner with other HPCs. Mr. McGuire wrote each goal on the whiteboard and had the commissioners vote for their top three choices. Updating the preservation ordinance received 3 votes, produce educational materials for the schools received 3 votes, plan May preservation month activities received 4 votes, plan additional community events received 0 votes, install new historical signs through the city received 3 votes, participate in a joint Planning Commission or City Council meeting received 4 votes and partner with other HPCs received 1 vote. Mr. McGuire had the commissioners place on additional vote on the goals that were tied. The more signs and update the preservation ordinance each received 3 votes and educational materials for the schools did not get any. The HPC priority for goals;

1.Tied for 1st

a.May preservation month activities

b.Joint Meeting with Planning Commission/City Council

2.Additional signs

3.Update the preservation ordinance

4.Produce education materials for the schools

5.Partner with other HPC

6.Plan additional events.

Mr. McGuire explained that the city was in the beginning stages of updating the comprehensive plan and that historic preservation was a part of that plan. He encouraged the commissioners to participate in the public meetings so that staff would know historic preservation was a top priority to the community. He explained that updating the preservation ordinance would be driven by the comp plan. The com plan updated is a long process that will take 12-18 moths and have numerous public

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meetings. Mr. McGuire asked that the commissioners take the next few weeks to brainstorm on how they wanted accomplish the new goals.

OTHER ITEMS

ROUNDTABLE

ADJOURNMENT

Meeting Adjourned At: 7:30 PM