HISTORIC PRESERVATION BOARD

MINUTES

June 7, 2012

2:00 p.m.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT

Melinda Pletcher, Chairman
Ingrid Jacobus, Member
Frank T. Hurley, Member

ABSENT

Bill Thompson, Member (Excused)
Martin Lott, Vice Chairman (Excused)

ALSO PRESENT

George Kinney, Community Development Director
Catherine Hartley, Senior Planner
Pamala Prell, Deputy City Clerk, MMC

1. Approval of Minutes – May 1, 2012 and May 24, 2012

Member Jacobus made a motion to approve the Minutes of May 1, 2012, as written. The motion was seconded by Member Hurley and unanimously approved by a voice vote.

Member Jacobus made a motion to approve the Minutes of May 24, 2012, as written. The motion was seconded by Member Hurley and unanimously approved by a voice vote.

2. Discussion Items

a. Section 3.10 of the Land Development Code regarding non-conforming situations

Senior Planner Catherine Hartley provided the Board with a copy of the proposed changes to Section 3.10 of the Land Development Code and advised that the changes would be presented to the Planning Board at their June 19, 2012 meeting. A copy of the draft is attached to these minutes.

Senior Planner Hartley explained that the intent of Section 3.10 is to correct non-conforming uses and structures for commercial properties within the entire City.

The Board did not suggest any changes to Section 3.10.

3. General Discussion

Chairman Pletcher inquired about the City seeking Request for Qualifications for planning issues. Senior Planner Hartley advised that the City will select five different firms so when funds are available for various projects the firms will be ready to begin work immediately.

Senior Planner Hartley reported that there are State grant funds available and if the Board wants to apply they need to determine what project(s) will receive the funds. She advised that the maximum grant is $25,000 with the City matching $25,000, and the deadline is June 29, 2012.

Chairman Pletcher made a motion to authorize Ms. Hartley to seek a State grant and outlined the priorities as: 1) Obtaining an updated survey of the historic district 2) A marketing/educational program and 3) New signage in the historic district. The motion was seconded by Member Hurley and unanimously approved by a voice vote.

4. Adjournment

There being no further business to come before the Board, the meeting was adjourned at 2:55 p.m.

Attest:

Rebecca C. Haynes, City Clerk

Melinda Pletcher, Chairman

Minutes approved on: 7-17-12