

HISTORIC PRESERVATION BOARD MINUTES

February 2, 2023 - 2:30 PM

PRESENT: Chris Marone, Chair
Tia Hockensmith, Member
Bill Loughery, Member
Holly Young, Member

EXCUSED: Sean Hurley, Vice Chair

STAFF PRESENT: Jennifer McMahon, Chief Operating Officer; Lynn Rosetti, Contract Planner;
Matthew McConnell, Assistant City Attorney; Contract Architect Jim Wehner;
Ginny Bodkin, Deputy City Clerk

Chair Marone called the meeting to order at 2:33 PM. Three members were present; the meeting moved to a discussion item until quorum was met.

Member Hockensmith entered the meeting at 2:36, establishing a quorum.

1. Approval of the Agenda – Member Loughery asked to add a discussion on the property at 2814 Pass a Grille Way.

Chair Marone moved and Member Young seconded the approval of the agenda with addition of discussion item 4g.; the motion carried unanimously.

2. Audience Comments – There were no general comments.

3. Approval of Minutes – a. Meeting minutes 1/05/2023

Member Young moved and Member Hockensmith seconded the approval of the January 5, 2023 regular meeting minutes; the motion carried unanimously.

4. Discussion Items -

a. Letter to residents about value of historic designation

Chief Operating Office Jennifer McMahon exhibited a letter from the (then) Aesthetic and Historic Review Board to Pass-a-Grill residents regarding the inclusion of their homes in the historic district as an example of what the Board requested at the last meeting. Discussion followed about possibly using a two-step process with a questionnaire followed by a letter (and a portal on the website to upload historic documents). The 2003 letter is part of the meeting record.

Staff will draft a letter for review at the next meeting, and this will be on the agenda as an action item.

b. Plaques for historic properties

Ms. McMahon displayed an updated graphic of the previous plaque; the graphic is part of the meeting record. A manufacturer for the project has been identified; cost is approximately \$290 for each plaque with an eight-week production time. The City may cover the cost depending on the volume.

Contract Planner Lynn Rosetti indicated there is an active list of historic properties; she will provide an update next month.

c. Defining "district"

Discussion took place on this item

- The 2015 Historic Survey; if the City Commission would take a current vote on what is in the historic district - e.g. everything south of 32nd Avenue, it would remove ambiguity.
- How districts are designated (handouts are part of the meeting record)
- Minutes of the 4/15/03 Commission meeting authorizing the City Manager to file an application to expand the historic district from 1st to 32nd to the National Historic Register
- Legal team will research what has been submitted or approved from 2003 forward and work on a vehicle to bring it before the Commission if not previously adopted
- Maps and lists to be updated accordingly
- City Code Section 28.19; all property owners need to opt-in to historic designation. Mr. McConnell will review Code and report back in a discussion item next month

Amy Loughery gave public comment that the Camelot property was made a historic property when she was on the Board but is cut out of the survey map.

d. Historical resolution – Update

Ms. McMahon provided a report to date (included in the meeting record) of all policies, ordinances and resolutions since 2003 that reference the evolution of this Board and its scope and capabilities. This is part of a compilation of data and Board requests which will ultimately come before the City Commission in the form of a Resolution. The data contained can then be made available on the website and/or other place accessible to staff and future Board members.

e. Thematic grouping designations

Mr. McConnell and Ms. Rosetti explained that a full review and survey of properties to meet a theme would be necessary – i.e., a particular architect, historic hotels, theaters, etc. An architect or consultant could be hired but would entail considerable time and expense. Whether this would be of any benefit to property owners was discussed. Board consensus was to investigate at a later time.

f. Historic Resources Survey (2015) - Update potential

This was discussed as part of Item 4c. Mr. McConnell will research the required process and bring it back before the Board in March for discussion.

g. (added) Property at 2814 Pass a Grille Way

Member Loughery expressed concerns regarding a Zillow website posting for this address, depicting a large-scale home which could never be built as it does not comply with Code; the listing is misinformation. It was discussed that realtors must eventually disclose what is permissible by Code.

5. Next Meeting/Adjournment – The next meeting will be held March 2, 2023 at 2:30 PM.

The Chair adjourned at the meeting at 3:58 PM.

These minutes were approved at the April 6, 2023 Historic Preservation Board meeting.