

Historic Preservation Commission  
Minutes - January 9, 2024

1. Call to Order: Chairman Moore called the meeting to order at 6:00pm.
2. Roll Call: Chairman Moore; Commissioners Beroza, Griffin, Taylor, and Sanders were present.

Chairman Moore welcomed Commissioner Taylor who will be reappointed to fill the vacancy left by Commissioner Nelson.

Staff: Bryan Wood – Community Development Director, Emily Carson – Community Planner, Alicia Hartley – Downtown Manager, and Christine Sewell – Recording Clerk

3. Citizens with Input – None
4. Announcements – Chairman Moore made the request.
  - a. Please place cell phones in silent mode.
5. Approval of the Agenda – Commissioner Beroza motioned to approve as presented; Commissioner Sanders seconded; all in favor and was unanimously approved.
6. Approval of Minutes – November 14, 2023, meeting – Commissioner Griffin motioned to approve as submitted; Commissioner Sanders seconded; all in favor and was unanimously approved.
7. Old Business – None
8. New Business
  - a. Election of 2024 Officers – Chair and Vice-Chair

Commissioner Beroza motioned to nominate Valerie Moore as Chairman; Commissioner Sanders seconded; all in favor with Commissioner Moore abstaining.

Commissioner Griffin motioned to nominate Val Sanders as Vice Chair; Commissioner Beroza seconded; all in favor with Commissioner Sanders abstaining.

- b. Discussion of designation of downtown district

Chairman Moore advised the first reading of the Washington-Evergreen district has been held; she had attended the meeting and there had not been a lot of comment. Mr. Wood advised notice was sent for both hearings as the ordinance requires to the property owner and tenant. Mr. Wood provided plans for two properties in the proposed district 803 and 805 Evergreen Street that have submitted alteration plans and reviewed with the Commission; Mr. Wood noted they were in review as they were filed prior to the ordinance. In regard to 803 Evergreen Street, which is substantial alteration once complete may need to modify the report/map to show as non-contributing.

Mr. Wood provided maps for review and discussion of the historical and downtown boundaries. It was advised the downtown boundary follows the same guidelines as the HPC with those

applications going before the Main Street Advisory Board (MSAB) which makes a recommendation to staff for the Certificate of Appropriateness (COA).

Discussion ensued on the best way to start downtown and what the boundaries would look like. Mr. Wood noted an individual building can be designated as a landmark. Mr. Wood also noted some of the dates on the tax assessor site may not be accurate and additional research may be needed. Commissioner Griffin advised he and Commissioner Sanders have completed and uploaded all properties in the boundary, with current pictures and data has been started.

In further discussing how to start, it was the consensus of the Commission to start with a core boundary and decided on everything surrounding the city hall building and the 900 and 1000 blocks of Carroll Street.

Ms. Hartley advised she was there to support the Commissions' efforts and educate property owners and businesses. Chairman Moore suggested contacting some owners ahead of time and Ms. Carson suggested a one-page informational sheet and invite them to attend meetings. Mr. Wood advised as downtown becomes more popular it will expand and become denser and the residential properties on the boundaries most likely will transition to commercial uses and to know it can be protected.

On conclusion of discussion the Commission concurred to start with a core boundary as previously discussed and review of where to potentially expand to.

9. Other Business

- a. Commission questions or comments – None

10. Adjournment: there being no further business to come before the Commission the meeting was adjourned at 7:06pm.

*Approved 03.12.24*