

**HISTORIC PRESERVATION BOARD
SUMMARY MINUTES
January 22, 2015**

MEMBERS PRESENT:

**Brian Lowder
Johnston Boyd
Greg Gay
Sandy McAllister**

STAFF PRESENT:

**Steve Hunter
Jessica Martin (Administrative Assistant)**

MEMBERS ABSENT

David Southard

I. MEETING CALLED TO ORDER/ DETERMINATION OF QUORUM

The meeting was called to order by Vice-Chair Sandy McAllister. Roll was called by Jessica Martin, Administrative Assistant. At the time of roll call, four (4) out of seven (7) of the members were present, confirming a quorum. Donna Wolbe was present in the gallery but did not answer “present” during roll call.

II. NOMINATE CHAIRMAN/OFFICERS

Mr. Brian Lowder nominated Ms. Sandy McAllister to be Chair of the Historic Preservation Board. Mr. Gay made the motion to accept that nomination. Mr. Johnston seconded the motion. The vote was four (4) yeas. Mr. Greg Gay made a motion and nominated Mr. Brian Lowder as Vice-Chair. Mr. Johnston Boyd seconded the motion. The vote was four (4) yeas.

III. APPROVAL OF MINUTES

Chairman McAllister stated everyone received a copy of the Summary Minutes of the Historic Preservation Board meeting on July 24, 2014. She asked if there were any comments or changes. Being no comments or questions, Chairman McAllister asked for a Motion.

ACTION: Mr. Greg Gay moved to approve the Minutes of the July 24, 2014 Board Meeting as written. Mr. Brian Lowder seconded the motion. The vote was three (3) yeas and one (1) abstained, so approved.

IV. CERTIFICATES OF APPROPRIATENESS

There was no COA to review and/or approve.

V. NEW BUSINESS

Mr. Steve Hunter explained the guidelines in 2005/2006 amendment of the 1993 guidelines were never officially adopted since it was not adopted by a city ordinance. He stated most of the changes are striking out language that is already in the Zoning Ordinance such as setbacks, parking, and landscaping requirements. The guidelines would relate to the building and the other items will be in the Zoning Ordinance. Mr. Hunter stated the guidelines will be appendixes to the Zoning Ordinance and the Zoning Ordinance will be appendixes to the guidelines. Mr. Brian Lowder asked which items from the Zoning Ordinance were included in the appendix. Mr. Hunter stated every provision that has to do with Historic Preservation Board, including process and standards, were included. Mr. Johnston Boyd asked if there is or will be a book like this for the Urban Growth Overlay District. Mr. Hunter stated there is not one in existence right now but that could be looked at in the future. Chairman McAllister asked if there were any other questions. Being none, she asked for a motion.

ACTION: Mr. Greg Gay made a motion, second by Mr. Johnston Boyd, to recommend the Design Guidelines Revision to the Planning Commission. The vote was four (4) yeas, so approved.

Mr. Steve Hunter explained the Planning Commission has obtained the MPO responsibilities that made the Greenways Coordinator to be funded under the federal money being received and turned it into a full time position. They merged Historic Preservation responsibilities in with Plan Reviewer II. The position was offered to Miranda but she chose to be the Greenways Coordinator.

Mr. Steve Hunter stated the county has not filed the appointment of the two county board members that expired in June. He stated they were looking at making the board a City only board. Ms. Donna Wolbe gave a brief description of HPAC that was formed under Landmark. She stated with this new committee will provide education and promotion of Historic Preservation. She stated they will do four events a year and explained one that is already scheduled and who will be presenting at the event. She explained it is a gathering of like minds, contractors, and citizens to give awareness, education, and information about Historic Preservation.

VI. ADJURN

With no further business, the meeting was adjourned.

Sandy McAllister, Chairman



Date:

