



**BOARD OF MAYOR AND COMMISSIONERS
SPECIAL CALLED WORK SESSION**

JULY 23rd, 2020

5:30 p.m.

VIA ZOOM

MINUTES

Members Present: Jonathan Elmore, Mayor
Brian Fisher, Mayor Pro Tem
Lisa Shortell, Commissioner
Lionel Laratte, Commissioner
Dee Merriam, Commissioner

Staff Present: Patrick Bryant, City Manager
Paul Hanebuth, Asst. City Manager
Shannon Powell, Asst. City Manager
Rebecca Long, Communications Manager
Gina Hill, City Clerk

Item #1 Meeting Called to Order

Item #2 Adoption of Agenda
Commissioner Laratte moved to adopt. Mayor Pro Tem Fisher seconded. All ayes.

Item #3 **Discussion of Draft Historic Preservation Commission (HPC) Guidelines**

Lord Aeck Sargent, the City's consultant, will present the updated draft Historic District Guidelines. This effort was funded in part by the Department of Natural Resources. Per the grant, the update was to improve & retool existing Design Guidelines to bring clarity & consistency to the treatment of existing buildings/properties, as well as infill construction, within the City's Historic District in accordance with the Secretary of Interior Standards for Preservation.

City Manager Bryant gave some background on this project and how we got to this point. Assistant City Manager Powell also spoke and introduced Karen Gravel and Marco Ancheita of Lord Aeck and Sargent. Mr. Ancheita gave an overview of their process and goals. He discussed inconsistencies and issues with the current guidelines. Ms. Gravel then presented highlights of the new draft guidelines, one of which is combining tier one and two home categories. She showed examples of graphics they would like to incorporate and talked about efforts to make the guidelines more objective. Ms. Gravel touched on windows, retaining walls, upkeep/maintenance, sizing of accessory dwellings, gutters, and uplighting. There is an interruption in audio at this point. At the

request of Mayor Elmore, Commissioner Merriam gave background on the Historic Preservation Commission (HPC) and development of the original guidelines. Mayor Elmore thanked city staff and the consultants for great work. Mayor Pro Tem Fisher voiced concern about combining tiers one and two homes and he wondered if a lot could be handled through the zoning code. Commissioner Shortell shared her views. She shared concerns with Mr. Fisher about homeowners having a very hard time maintaining or improving their historic homes. Commissioner Laratte said there needs to be a balance between preserving history and being able to update your home. Mayor Elmore commented that going through the HPC process as a homeowner can be challenging. He was also concerned about combining tiers. Ms. Powell asked Ms. Gravel to give some clarification and dispel some misconceptions had by the BOMC. Ms. Gravel explained there were very few houses in tier one and it made sense to combine them with the second tier, adding that they examined that very carefully. She emphasized the need for educating home owners as well. Mr. Ancheita added his thoughts. Ms. Shortell and Ms. Merriam praised Ms. Gravel and Mr. Ancheita and apologized if the BOMC was not clear in the beginning. Ms. Merriam added that she felt the tiers were based on the age of a home instead of it's historic or architectural significance and simply combining tiers may not be the answer. Mr. Laratte pushed for homeowner education. Mr. Fisher had a question about the historic district boundaries which the consultants answered. Mr. Fisher then commented about house size and also dormers. Ms. Shortell had questions about whether the changes they wanted to make would still fall within the Secretary of the Interior's requirement that the ordinance fall under their guidelines. She and Mayor Elmore also discussed what is considered historic and what is not. Ms. Merriam asked what the process and timeline is for making comments and asking questions. She said she still had quite a few questions. Ms. Shortell had questions as well. Mr. Bryant offered that staff could come up with a process for asking questions, getting answers, and making those public.

Item #4 Public Comment

George Inlow commented that going through the HPC process is confusing and subjective. He also spoke against adhering the requirement for original materials in cases where better products have been developed. Jason Swichtenberg, member of the HPC, thanked everyone for taking on this project. Klaus van Den Berg urged the group to add midcentury modern houses to the HPC guidelines. Candace Jones would like the historic area to be preserved and she had a question about painting brick. She likes the draft guidelines.

Item #5 Adjournment

Commissioner Shortell motioned to adjourn. Commissioner Merriam seconded. All ayes.

APPROVED THIS 24th DAY OF AUGUST 2020



Jonathan Elmore, Mayor

ATTEST:



Gina Hill, City Clerk