

**HISTORIC PRESERVATION COMMISSON AGENDA**

**City Hall – Conference Room #6  
March 23, 2023**

**4:00 P.M. CALL TO ORDER:**

**ROLL CALL:** Burns, Emerson, Straza, Lowe, Marienau, Miller, Anderson, Sardell

**MINUTES:** **\*\*ITEM BELOW IS CONSIDERED TO BE AN ACTION ITEM\*\***

February 9, 2023

**PUBLIC COMMENTS:**

**STAFF COMMENTS:**

**OTHER BUSINESS:** **\*\*ITEMS BELOW ARE CONSIDERED TO BE ACTION ITEMS\*\***

- **Garden District Nomination RFP** – (Burns)
  - o Summary of Proposals
  - o Ad Hoc Committee Recommendation
  - o Award of Contract
  
- **Subcommittee Reports** (as applicable)
  
- **2023 Work Plan Considerations, Updates, and Assignments**
  - o Inadvertent Discovery Plan
  - o Infill Guidelines
  - o Historic Overlay Zoning District
  - o Historic Building Materials Information
  - o Other

**TRACKING TIME:**

**COMMISSION COMMENTS:**

**FUTURE AGENDA ITEMS:** **\*\*ITEM BELOW IS CONSIDERED TO BE AN ACTION ITEM\*\***

**ADJOURNMENT/CONTINUATION:**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_,  
to continue meeting to \_\_\_\_\_, \_\_, at \_\_ p.m.; motion carried unanimously.  
Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to adjourn meeting; motion carried unanimously.

# HISTORIC PRESERVATION COMMISSION MINUTES

February 9, 2023

City Hall – Conference Room #6

## COMMISSIONERS PRESENT:

Walter Burns, Chair  
Annelise Miller, Vice Chair  
Lisa Straza, Secretary  
Sandy Emerson  
Shannon Sardell

## STAFF MEMBERS PRESENT:

Hilary Patterson, Community Planning Director  
Shana Stuhlmiller, Admin. Assistant

## CITY COUNCIL LIASON

Kiki Miller, City Council

## COMMISSIONERS ABSENT:

Anne Anderson  
Tyler Douglas Lowe  
Alexandria Marienau

## 4:00 p.m. CALL TO ORDER:

ROLL CALL: Miller, Straza, Lowe, Burns, Emerson, Marienau, Anderson, Sardell

## PRESENTATION:

- Historic Building Materials – Shannon Sardell

## STAFF COMMENTS:

Hilary Patterson, Community Planning Director, provided the following statements.

- She thanked Chairman Burns for his help on the Garden District RFP
- She explained that there are two versions of the press release for the Hamilton House and for the commission to review and send her any edits that need to be made.
- Council Member Miller inquired if the presentation could be moved to March since we have a few items that have taken precedence.
- Ms. Patterson explained that in version two of the press release there is the ability to add people's names. She would like feedback from the commission on which version and what people to recognize..
- Chairman Burns suggested checking with Deb Mitchell who might have additional names to add that were involved with the process. Ms. Patterson suggested that the subcommittee could reach out to the people since staff is very busy. She suggested maybe just name the current owners, and suggested saying "Music Conservatory their partners and Historic volunteers." Commissioner Sardell suggested for the committee to take another look at the release as suggested by staff and provide feedback.
- She announced that the Historic building at 315 Wallace has a new owner and a neighbor indicated that the current owners might have removed the plaque from the building recognizing it as being listed on the National Register of Historic Places. She said she was asked to alert the commission and wanted to know if there was a concern or issue with its removal. Commissioner Sardell responded and said that there is not issue with having the plaque removed.

**OTHER BUSINESS: \*\*ITEMS BELOW ARE CONSIDERED TO BE ACTION ITEMS\*\***

**Garden District Nomination RFP**

Chairman Burns complimented everyone who worked on this, including staff, and feels that it's ready to go forward. Ms. Patterson added that she did update the matrix by adding to the document "possible points" that would help with scoring and inquired how many people do you want to be on the review panel to look at the proposals and suggested 2 commissioners, staff and maybe Council member Miller might want to be included, for 5 people maximum. Commissioner Sardell suggested three people from the commission to review the proposals.

**Motion by Sardell, seconded by, Straza to have three people on the committee to review the Garden District RFP. Motion approved.**

**Motion by Straza, seconded by Sardell, to accept the changes made by staff to the Matrix worksheet and for the Garden District Nomination RFP. Motion approved.**

**TRACKING TIME:**

**COMMISSION COMMENTS:**

Commissioner Emerson suggested doing the award a couple times a year.

Chairman Burns stated that he and Ms. Patterson met on Friday to review the boundary of the Garden District and during that meeting Ms. Patterson brought up something that was interesting concerning 1027 Sherman Avenue. He explained that this is the last Historic Garden District house on Sherman Avenue. Ms. Patterson mentioned this to SHPO to see if it could be included within the Garden District nomination boundary. SHPO indicated that if you can make it a convincing case, you can try, but that they think it may complicate the nomination. Commissioner Burns suggested maybe we extend the boundary and include the 10 homes that are on the other side of Sherman Avenue.

Ms. Patterson explained that the boundaries submitted to SHPO didn't include the southside which isn't part of the Garden District and that SHPO amended the boundaries from 5<sup>th</sup> to 11<sup>th</sup> already. She suggested forming another district that captures both sides of Sherman. Commissioner Sardell suggested that we could do a "collection" nomination of the historic homes along Sherman Avenue. Commissioner Emerson stated that he likes the concept and it should be investigated more. Ms. Patterson added if this happens, we would need to decide if this is going to be a local or national nomination and that the decision should happen before we get the neighbors excited. Commissioner Sardell concurred.

**FUTURE AGENDA ITEMS: \*\*ITEM BELOW IS CONSIDERED TO BE AN ACTION ITEM\*\***

**ADJOURNMENT:**

Motion by Sardell, seconded by Straza, to adjourn the meeting. Motion approved.

The meeting was adjourned at 5:15 p.m.

Submitted by Shana Stuhlmiller, Administrative Assistant