



# HISTORIC PRESERVATION COMMISSION

## Regular Meeting

City Council Chambers and via Zoom  
Wednesday, June 23, 2021  
4:00 PM

### MEETING MINUTES

1. Call to Order **Called to order at 4:00pm**
2. Attendance (Roll Call) **see attachment**
3. Approval of Minutes from May 26<sup>th</sup> Meeting **motion made and seconded**
4. Discussion: Historic Preservation Plan
  - a. Formation of Subcommittees
    - i. Historical Context & Survey Subcommittee **Lisa reached out to community members; preliminary meeting last week; interested persons: Loretta Bailey, Chris Jenkins, Maizy Meyers, Bob Saulmon, George Stevens, Lisa Studts, and Ron Taylor**
    - ii. Education & Outreach Subcommittee **Jim has started to organize some materials, and hopes to bring the group together after July 1; Tom Dixon, Rochelle, Mike, Chris, and Cindy are interested in this group**
  - b. Subcommittee Reports **none at this time**
5. Discussion: Review of Certificate of Alteration Application Form  
**Lisa made the recommended changes to the application. Lisa mentioned that the**

ordinance does speak to non-contributing historical properties as well. She discussed amending the city ordinance, and has reached out to the state historic preservation office for advice. She will also include the city attorney. Mike brought up concerns about making a building "appear " historic. Line G of application was discussed. Jim clarified that we should only review designated buildings, not non-designated buildings. Should we include line G at all in the application? Lisa will wait to hear from the above parties to then bring it to the CCHPC for discussion.

Mike discussed the example application form, and what this group can approve/disapprove. Lisa confirmed this, and said that the decision can also be appealed. Mike appreciated the example checklist, and liked listing the city ordinance with the application. Also, he stated the verbiage was very clear about the direction the property owner was going. The intent is to make it easy for the property owner to understand the requirements.

Lisa to expand the scope of work section and determine if the ordinance should be included within the application. Approval has been tabled until the next meeting.

## **6. Public Comment and General Announcements**

### **a. Upcoming CLG Training Webinars**

**July 14, 2021 Inclusion and Equity**

**July 21 African American Travel, and more in August.**

**Workshops are not recorded, only webinars**

**Check the CLG portal for more info**

**Bob Saulmon was in attendance and excited to work with CCHPC**

## **7. Adjournment at 4:39pm**

**Next Regular Meeting: July 28, 2021 at 4pm**

Minutes submitted by Cindy Nordell