



**Historic Preservation Board**

**Date:** May 3, 2016

**Time:** 6:00 p.m.

**Location:** 57 E. First Street, Lower Level Council Chambers

| <b>Members Present</b>   | <b>Members Absent</b>                                   | <b>Staff Present</b> | <b>Guests</b>                                      |
|--|---|----------------------|--|
| Janice Gennevois, Chair<br>Wendy Mack-Allred, Vice Chair<br>Jim Taylor<br>Greg Marek<br>Louise Swann | Annalisa Alvrus, Ph.D.<br>Laura Schaffer-Metcalf, Ed.D. | John Wesley          | Donna Benge<br>Christine Close<br>Jenifer Erickson |

1. Call meeting to order

Vice Chair Mack-Allred called the meeting to order at 6:04 p.m.

2. Approval of the April 5, 2016 regular and April 16, 2016 retreat minutes

First Motion made by Vice-chair Mack-Allred and seconded by Board member Taylor to approve both the April 5 regular meeting and April 16 retreat meeting minutes.

Motion carried 5-0 (Board members Alvrus and Schaffer-Metcalf absent)

3. Miscellaneous Items from the Audience

None.

4. Review and discuss options for use of a contract Historic Preservation Officer

Staff member Wesley provided background on the request for this funding in the budget for next fiscal year and stated that if the funding is being cut to \$15,000 he would like some thoughts from the Board as to whether they thought this would be better used to help staff with everyday kinds of things, such as Certificates of Appropriateness review or if it should go primarily to projects staff cannot get to such as working with existing districts or preparing guidelines. Mr. Wesley also mentioned it may be possible to apply for a grant from SHPO to help stretch the funding.

Board member Marek mentioned that he has spoken with some Councilmembers and thinks the funding may go back to the \$50,000 requested. General discussion by the Board members followed regarding options for use of the funds. Board member Swann encouraged setting a work program. Board member Marek suggested we have them work with Post WWII neighborhoods ready for designation as well as help with difficult Certificates of Appropriateness. Board member Taylor suggested we talk with Council about what their priorities are and use this person to help accomplish one of their goals.

Staff member Wesley summarized what he heard from the Board. This information will be used to help draft the RFP for these services. The RFP will be kept general to allow us to easily modify the scope based on funding and other needs. The focus will be on bigger projects we cannot address with existing staff but also include the opportunity to have a person who can

assist with the Certificates of Appropriateness. Mr. Wesley will update the Board at their June meeting.

5. Updates on ongoing items:

a. Downtown façade improvement, colonnade removal, and historic designation  
No update.

b. Historic sign ordinance

Board member Marek stated he has prepared a draft ordinance and circulated it to the working group for review and comment. They will get together in the next week or two to review and discuss. He will make any adjustments needed and have it distributed with the June Board agenda for discussion.

The Board discussed steps and timing for review and adoption. They would like to have Council consider the ordinance before the changes occur in January. There was discussion about trying to have a meeting with either the full Council or one of the Council Committees before they take their summer break. Mr. Wesley will work with the City Manager's office to see if a meeting can be scheduled.

c. Research on 1131 E. University

Chair Gennevois provided some background and determined there has been too much modification of the building for it to receive a historic designation. Still it is an attractive building that should be saved if possible. She is setting up a meeting with Mike Hughes at New Leaf to discuss it. Vice chair Mack-Allred encouraged her to have an architect in the meeting to help describe how the site can be developed and save this building.

d. Westside Clark local historic district designation progress

Christine Close and Jennifer Erickson from the West Side Clark Historic District discussed with the Board the actions they are taking to solicit interest and support from property owners to create a local historic district. Ms. Erickson is working with the owners along 1<sup>st</sup> St. Ms. Close is preparing letters to both resident and absentee property owners.

There was discussion between Ms. Close and Ms. Erickson and the Board regarding the challenges they continue to have in getting this done. People don't seem to understand the importance of the designation or don't want to deal with government regulations. Board member Taylor pointed them to the [azleg.gov](http://azleg.gov) website for information about Prop 207 and Board member Marek suggested the review National Register Bulletin 15 for information about what changes can be made to a historic property and retain the historic character.

e. Southwest corner of Mesa Drive and University

No update.

f. Possible purchase of 151 N. Wilbur

Chair Gennevois said there is nothing new on this, it can be removed from future agendas.

g. Certificates of Appropriateness cases

Staff member Wesley described the cases staff is working on at this time that were included in the packet material.

With regards to 722 N. Grand, the applicant was proposing several modifications that were causing staff some concern including changing the windows, changing the cover over the entry and converting the carport to a garage. The applicant is now backing off those things.

With regards to 140 N. Hibbert the applicant is proposing some changes to the north and west sides of the building that staff does not have a concern about. What is being proposed on the south side of the house staff finds to be too large and will detract from the character of the structure. Staff will continue to work with the applicant to move the improvements to the

rear of the home. Board member Taylor asked about the previous approval letter. Mr. Wesley confirmed that was from a previous request that was not implemented, this is a similar but new request that includes things staff does not find appropriate.

Staff member Wesley also informed the Board that the Methodist Church at Center and 1<sup>st</sup> Ave. is needing address a roof leak that may result in a gutter and downspouts along Center; this is not an application at this time. Staff is also still working with the property owner at 137 N. Wilbur regarding their roof.

h. Council presentation of HP Awards

Staff member Wesley informed the Board these presentations will be at the June 6 Council meeting. All Board members are encouraged to attend.

6. Updates on Museums, Exhibits, Committees and Events related to Historic Preservation

Board member Marek informed the Board that Jim Garrison, the longtime State Historic Preservation Officer, has announced his retirement.

7. Board Member comments, questions, and future agenda items

Chair Gennevois suggested we could discuss the Post-WWII neighborhoods at the next meeting.

8. Adjournment

Chair Gennevois adjourned the meeting at 7:16 pm.

First Motion made by Vice-chair Mack-Allred and seconded by Board member Taylor. Motion carried 5-0 (Board members Alvrus and Schaffer-Metcalf absent)

Supporting data is available for public review in the Planning Division,  
Municipal Building, 55 N. Center St., Mesa, Arizona 85201

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