



Historic Preservation Board

Date: July 3, 2018

Time: 6:00 p.m.

Location: Lower Level Council Chambers – 57 E. First Street

Members Present	Members Absent	Staff Present	Guests
Laura Schaffer-Metcalf, Ed.D., Chair Janice Gennevois, Vice Chair Greg Marek Brandon Benzing Jeri Meeks Milagros Zingoni	Benjamin Ayers	Kim Steadman Charlotte McDermott Mary Grace McNear Jeff McVay Christine Zielonka Angelica Guevara Rebecca Gorton	

1. Call meeting to order
Chair Schaffer-Metcalf called the meeting to order at 6:03 p.m.
2. Election of officers for 2018/2019
 - a. Chair
First motion was made by Vice Chair Gennevois to nominate Greg Marek as Chair. The motion was seconded by Boardmember Zingoni.
Motion carried 6-0 (Boardmember Ayers, absent)
 - b. Vice-Chair

First motion was made by Boardmember Zingoni to nominate Janice Gennevois as Vice Chair. Vice Chair Gennevois denied the nomination.

A second motion was made by Boardmember Meeks to nominate Brandon Benzing as Vice Chair. The motion was seconded by Vice Chair Gennevois.
Motion carried 6-0 (Boardmember Ayers, absent)
3. Approval of the minutes from the June 5, 2018 Board meeting

First motion made by Board member Meeks to approve the June 5, 2018 minutes and seconded by Board member Benzing.
Motion carried 6-0 (Boardmember Ayers, absent)
4. Items from citizens present*

None.

5. Hear a presentation and discuss a status update on the adoption of a comprehensive update to the City's sign code, with an emphasis on historic signs.

Angelica Guevara, Development Services, presented an overview of the Sign Code update, focusing on the section pertaining to historic signs. Board member Meeks confirmed an owner's authorization is required to designate a sign as historic. Ms. Guevara confirmed this to be accurate and clarified that work can move forward on a nomination, but that the owner authorization is required prior to submittal.

Board member Marek inquired if the requirement for signs to be illuminated would mean non-illuminated signs cannot be considered historic. Ms. Guevara responded the intent was to change the language in Chapter 44 to apply to all signs that could be designated as historic and they will look at that language. Ms. Guevara stated they will be able to make typo changes and she will at this to see if changes are needed.

6. Hear and discuss an update on the City's request for proposal (RFP) for the development of a City parking lot located at the northwest corner of 1st Street and Macdonald (adjacent to the West 2nd Street Historic District).

Jeff McVay, Downtown Transformation Manager, presented an update on the City's request for development of a City parking lot. Mr. McVay stated the City, at the recommendation of the selection committee and City Manager, has cancelled the RFP for the project. He explained the City received two proposals, and, along with the neighbors, felt neither of the proposals were in character with the West 2nd Street neighborhood. The City will be doing some improvements to the parking lot at this time to help address the neighborhood concerns.

Board member Marek stated this Board would like to be involved in any future proposals for this lot. Mr. Marek stated any development can impact the surrounding historic district.

7. Discuss the dedicated historic preservation staff position, specifically whether the position should be a city employee or a contractor.

Historic Preservation Officer Kim Steadman stated Erik Hansen, Management Assistant II in the Water Resources Department will be working with Planning and Historic Preservation staff. Mr. Hansen will be researching and compiling a list comparing the needs for a full-time employee or full-time consultant.

Mr. Hansen stated he will present objective and subjective factors to the Board at the August meeting. This will be used to give the City Council the opportunity to review which type of position would work best. The goal of this comparison is to have a clear understanding of which position would work best for the City.

Board member Marek inquired about the possibility of taking some of the funds allocated to the position and bringing back a consultant until the position has been filled. Boardmember Benzing stated with a contract position, we risk losing the longevity and commitment that an FTE would provide. There was further discussion on which department the position should be placed in, either Planning Division or Neighborhood Outreach. Board member Zingoni stated her concern for how long it will take to bring on the person to begin work.

Christine Zielonka, Development Services Director, responded to the comments. Ms. Zielonka explained the next steps in the process will be Erik Hansen presenting his findings to this board and then she is scheduled to meet with the City Manager sometime in August. Ms. Zielonka stated they would have liked to have seen this position in the recruiting process now. Boardmember Marek inquired if a portion of the funds could be released and bring back the consultant to complete some of the projects that staff has had to take on. Ms. Zielonka stated she will present the idea of releasing some funds to the City Manager's office.

8. Discuss and provide staff direction on the 2018-2019 Historic Preservation Student Writing and Video Contests, including the procedures for this year's contest.

Chair Schaffer-Metcalf stated she will need to receive the final documents in order to send them to various organizations and schools. Historic Preservation Officer Kim Steadman stated they are ready to go and will be forwarded. There was discussion on Providing the information to Channel 11, libraries and the outside community to promote.

9. Discuss the 2018 Historic Preservation Awards nominations and select the 2018 award winners.

The Board reviewed and discussed nominations for the 2018 various awards. The Following nominees were chosen:

Local Preservationist Award:	Nominee "A"
Rehabilitation & Restoration Award:	Nominee "B"
Stewardship Award:	Nominee "C"
Education and Outreach Award:	Nominee "F"

First motion made by Board member Zingoni to approve the nominations.
Motion was seconded by Boardmember Meeks.
Motion carried 6-0 (Boardmember Ayers, absent)

10. Hear and discuss the preservation of the Dairy Queen sign which was removed from 629 E. Main Street.

Chair Schaffer-Metcalf thanked Boardmember Marek for the work he did with the preservation of this sign. Boardmember Marek clarified this was a team effort and without the City stepping in and help from Carl Duke of the LDS Church, it would not have happened.

11. Hear and discuss status update on the 2015 Certificate of Appropriateness issued for modifications to the Alma Ward Meeting House (Landmark Restaurant) located at 809 W. Main Street, specifically the State Historic Preservation Office's review of the decision.

Historic Preservation Officer, Kim Steadman, updated the Board on the SHPO's review of a Certificate of Appropriateness issued by Mesa's HPO for modifications to the Alma Ward Meeting House (Landmark Restaurant.) Boardmembers have expressed concern that the property would have to be de-listed from the National Register. SHPO found the City's decision had no adverse effect on the property's listing on the National Register and is still a landmark. Mr. Steadman continued that while it is unfortunate the pole sign was removed, it was not identified as a character-defining element to be preserved.

There was discussion among the Boardmembers expressing their concerns that other elements of the building were lost, such as historic interior materials, and that some of the approved changes would affect future use of Historic Tax Credits. Boardmember Marek stated this is one of the reasons the Board has asked for information about applications as they.

12. Update from Historic Preservation Officer.

- a) Mr. Steadman stated Mr. Duke had stated he would return to update the Board on the redevelopment in the Temple HD. Mr. Duke was unable to attend tonight's meeting and will be at the August meeting.
- b) Mr. Steadman updated the Board on the progress of the Temple HD rezoning. He stated Council will act on the rezoning at the August 9th meeting. Mr. Steadman stated the Planning and Zoning Board requested a condition of approval that the project be reviewed by the Design Review process.
- c) Mr. Steadman stated each month the Board will receive a tracker of Certificate of Appropriateness that are in the office.
- d) Mr. Steadman stated he has provided the Board with sample by-laws for review and discussion at the August meeting. A staff member was able to pull together contacts of all the Historic Preservation Offices and has contacted them asking multiple questions. Within a day she had responses from Flagstaff stating they do not have by-laws; Phoenix and Scottsdale have sent the link to theirs. Mr. Steadman stated he will put together a draft of by-laws for discussion at the next meeting.
- e) Mr. Steadman stated there is no need to change the date of the HPB meetings.
- f) Jeff McVay has agreed to give an update on the RFP for Site 17 next month.

- g) Mr. Steadman stated the Flying Acres Historic District is scheduled on the July 27th agenda of the HSRC to be recommended for the National Register.

13. Hear reports from Board Members and staff on museums, exhibits, committees and/or events related to historic preservation.

Boardmember Meeks stated the Mesa Historic Museum is currently recruiting for an Executive Director and continues to negotiate with the City for space.

Ms. Meeks stated the Museum is also working with the City and Councilmember Freeman on an environmental study of the Lehi School.

Boardmember Marek stated there is a Historic Preservation Overview (RAIL) meeting at 105 W. Main Street at 6:00 pm, July 25, 2018 for those interested.

Vice Chair Gennevois informed the Board that she and Greg Marek made a small Presentation at the City Council meeting on the history of Flying Acres District and how it was established.

14. Future agenda items.

Boardmember Marek requested an update on the two grants be on the agenda.

Mr. Marek stated he learned at the conference other cities have a one year stay of demolition. He requested at a later meeting, the Board explore amending our zoning code to allow a longer period of reviewing demolitions.

15. Adjournment

Chair Schaffer-Metcalf adjourned the meeting at 8:04 pm. First motion made by Board member Marek and seconded by Board member Benzing.
Motion carried 6-0 (Board member Ayers, absent)

* Members of the audience may address the Board on any item. The Arizona Open Meeting Law (ARS § 38-431 et seq.) limits the Historic Preservation Board to discussing only those matters specifically listed on the agenda.

Any citizen wishing to speak on an agenda item should complete and turn in a blue card to City staff before that item is presented. When the Board considers the item, you will be called to the podium to provide your comments.

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