

**Historic Landmark Commission  
Regular Meeting Minutes  
July 12, 2022**

**Members Present**

Chair Teresa Johnson  
Vice Chair Nathan Feingold  
Justin Ball  
Richard Hillyer  
Joan Pasquali  
Susan Sonier  
Thomas Tumlinson

**Staff Present**

Jean Drew, Planning & Development Services,  
Assistant Director  
Nathan Brown, Assistant City Attorney  
Katie Totman, Historic Preservation Officer  
Colton Barker, Assistant Planner

**Members Absent**

Christi Sims  
Joel Rector

**1. CALL TO ORDER**

Chair Johnson called the meeting to order at 8:30 a.m.

**2. ROLL CALL**

Roll was called, and a quorum was declared.

**3. APPROVAL OF MINUTES**

Motion by Commissioner Tumlinson, seconded by Commissioner Ball, to approve the regular meeting minutes of June 14, 2022. Motion carried (7-0-0).

**4. CITIZENS COMMUNICATION**

No one spoke.

**5. ITEMS FOR CONSIDERATION**

**A) HST22-251: Consider a Certificate of Alteration for the removal of the front canvas awning from the building located at 297 W San Antonio. Presented by Katie Totman, Historic Preservation Officer**

Ms. Totman presented and recommended approval as stated in the staff report.

Chair Johnson asked if there were any questions for staff.

Discussion followed on the end result of a wall on the property, the council's option to deny, the downtown district regulations on paint color, replacement of the awning over removal and postponing for the opportunity to discuss with the owner.

Discussion followed on procedure, historical context, the historic look of downtown, neighboring chain awnings, expenses, pedestrians, weather protection for downtown sidewalks, and preservation and cohesion of the downtown district.

Ms. Totman stated that a motion could be made to postpone the consideration of this item until the next meeting within the 60-day consideration period and that the applicant would be informed of the discussion that occurred and that they need to be here for further discussion.

Commissioner Tumlinson clarified that they would like the building owner or representative to clarify the reasoning behind the removal of the awning.

Motion by Commissioner Tumlinson, seconded by Commissioner Hillyer, to postpone consideration of the Certificate of Alteration for the removal of the front canvas awning from the building located at 297 W San Antonio to the August 9, 2022, Regular Historic Landmark Commission Meeting. Motion carried (7-0-0).

**B) HST22-249: Consider a Certificate of Alteration for the installation of two (2) wall mounted, internally illuminated cabinet signs at 111 W San Antonio. Presented by Katie Totman, Historic Preservation Officer**

Ms. Totman presented and recommended approval as stated in the staff report.

Chair Johnson asked if there were any questions for staff.

Discussion followed on the upcoming changes to signage requirements

Vice Chair Feingold asked staff if there were signs previously and if they were illuminated.

Ms. Totman clarified that there was signage previously that is believed to have been illuminated but could not say it was illuminated with certainty.

Motion by Vice Chair Feingold, seconded by Commissioner Ball, to approve the Certificate of Alteration for the installation of two (2) wall mounted, internally illuminated cabinet signs at 111 W San Antonio. Motion carried (7-0-0).

## **6. SCHEDULE A POTENTIAL FUTURE WORKSHOP TO DISCUSS & DRAFT HLC BYLAWS**

### **A) HLC Draft Bylaws**

Ms. Totman presented the draft bylaws and proposed a future workshop for discussion and future draft of the Historic Landmark Commission bylaws.

Commissioner Hillyer voiced his support and asked staff if the Historic Landmark Commission had any current bylaws.

Ms. Totman clarified that there were no current bylaws which was another reason for the suggestion.

Discussion followed on applications, Robert's rules, emailing suggestions, legality, and procedure.

Chair Johnson asked staff if a motion should be made to add the item to the agenda.

Ms. Totman confirmed.

Discussion followed on having the workshop in August, the scope of the bylaws, mission and vision statements, the historic preservation ordinance,

Motion by Commissioner Ball, seconded by Commissioner Sonier to schedule a workshop to discuss and draft HLC bylaws for the August 9, 2022, Regular Historic Landmark Commission Meeting. Motion Carried (7-0-0).

Chair Johnson proposed an agenda item, to be able to report what the counties are doing to the HLC as liaison if that is appropriate.

Discussion followed on content and regularity, determining it to be a recurring monthly update for the HLC.

## **7. ADJOURNMENT**

There being no further business, Chair Johnson adjourned the meeting at 8:57 a.m.

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**Chair**

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**Date**