

**Historic Landmark Commission  
Regular Meeting Minutes  
September 14, 2021**

**Members Present**

Chair Yvonne Hoffmann  
Vice Chair Bonnie Leitch  
Thomas Tumlinson  
Melinda Poss  
Katie Totman

**Staff Present**

Chris Looney, Planning & Development  
Services Director  
Jean Drew, Planning & Development Services  
Assistant Director  
Nathan Brown, Assistant City Attorney  
Sam Hunter, Assistant Planner  
Caitlin Garrigus, Intern

**Members Absent**

Susan Sonier  
Nathan Feingold  
Theresa Johnson  
Joel Rector

**1. The above meeting was called to order by Chair Hoffmann at 8:37 a.m.**

**2. ROLL CALL**

Roll was called, and a quorum was declared.

**3. APPROVAL OF MINUTES**

Chair Hoffmann approved the August 10, 2021 meeting minutes as presented.

**4. CITIZENS COMMUNICATION**

None.

**5. ITEMS FOR CONSIDERATION**

**A) DM2021-2629 Consideration of a demolition permit for the dwelling and shed located at 282 Tolle St., a non-landmarked building which potentially meets the criteria for historic designation under Chapter 66 Historic Preservation. Presented by Chris Looney, Planning & Development Services Director**

Mr. Looney presented.

There were no applicants present.

Discussion followed on city acquisition of properties, trees, salvage of materials, future plans for regulations, decision period and potential buyers.

Motion by Vice Chair Leitch, seconded by Commissioner Totman, to approve the proposed demolition permit for the dwelling and shed located at 282 Tolle St., a non-landmarked building which potentially meets the criteria for historic designation under the Chapter 66 Historic Preservation with the suggestion to preserve as many trees as possible. Motion carried (4-0-1) with Commissioner Poss in opposition.

**B) HST21-308 Consideration of a Certificate of Alteration for the construction of a new detached carport and deck located at 397 S. Academy Ave. within the Sophienburg Hill Historic District. Presented by Jean Drew, Planning & Development Services Assistant Director**

Mrs. Drew presented.

There were no applicants present.

Discussion followed on deed restrictions and city restrictions for carports and recreational vehicles.

Motion by Commissioner Poss, seconded by Commissioner Tumlinson, to approve the proposed Certificate of Alteration for the construction of a new detached carport and deck located at 397 S. Academy Ave. within the Sophienburg Hill Historic District. Motion carried (5-0-0).

**STAFF REPORT**

Mr. Looney introduced Jean Drew as the new Assistant Director.

**A) September 14<sup>th</sup> Staff Report.**

Mr. Looney presented on an upcoming Historical Preservation training on September 17<sup>th</sup> and the addition of brochures for upcoming council meetings.

Discussion followed on the relocation of three Connections properties, training on case presentation, and the Tolle St area.

**ADJOURNMENT**

There being no further business, Chair Hoffman adjourned the meeting at 9:03 a.m.

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**Chair**

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**Date**

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