



## Historic Preservation Board

**Date:** December 5, 2017

**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 Louise Swann Milagros Zingoni	Brandon Benzing	Kim Steadman Lauren Allsopp Renee Stehlin John Wesley	Cindy Farnsworth Carol Gregory Wendy Mack-Allred Vic Linoff Others

### 1. Call meeting to order

Chair Schaffer-Metcalf called the meeting to order at 6:04 pm.

### 2. Approval of the minutes

#### a. November 7, 2017 regular meeting

First motion made by Board member Marek to approve the November 7, 2017 regular meeting minutes. Motion seconded by Board member Zingoni.

Motion carried 5-0. (Board member Benzing absent)

### 3. Miscellaneous items from the audience

Chair Schaffer-Metcalf called for miscellaneous items.

Resident, Ms. Cindy Farnsworth 110 N. Hibbert spoke regarding sober living facilities, particularly the Aris Foundation that recently opened. Ms. Farnsworth didn't see this on the agenda today and just wanted to make sure it was talked about.

There was a brief discussion among the board members and staff as to why it was not on the agenda.

Mr. David Jensen at 120 N. Hibbert voiced several concerns about sober living facilities operating in residential neighborhoods.

John Wesley, Planning and Zoning Director interjected that Mr. Jensen's statement was made and since this is not an agenda item that there should be no discussion.

Vice Chair Gennevois request confirmation that this is going to be on January's agenda. Staff member Steadman has noted the request.

### 4. Updates from the committees for restoring the position of a dedicated, full-time Historic Preservation Officer

Chair Schaffer-Metcalf inquired if there are any comments on the position paper and the comparison table. Board member Zingoni, who prepared the comparison table, explained in

more detail the comparison between cities. Chair Schaffer-Metcalf asked if there were any comments on this document and no comments were made.

Chair Schaffer-Metcalf asked if there are any comments on the position paper. Chair Schaffer-Metcalf did have a few clarification questions and suggestions. Each item in question was discussed. Clarifications and adjustments will be made.

Board member Marek suggested the next step would be to meet with the Mayor and City Manager and since we can only have 3 members attend, asked who would be interested and available since it would be a daytime meeting. Board member Swann stated support for the original plan of having the Education Group attend the meeting. Vice-Chair Gennevois suggested that Board member Marek set-up this meeting and suggested he be one to attend. Board member Marek mentioned Board Member Benzing (absent) showed interest in attending and suggested Chair Schaffer-Metcalf, if available, also attend. Chair Schaffer-Metcalf agreed provided her schedule allows.

#### 5. Updates and other information for Historic Preservation Writing Contest.

Chair Schaffer-Metcalf inquired if there has been anything submitted. Staff member Steadman confirmed that no one has submitted.

#### 6. Updates on ongoing items:

##### a. Two Pass-Through Grants

Staff member Lauren Allsopp presented an update, announcing the selected consultants for the grants. The kick off meetings were held this afternoon. The neon sign grant consultant is Don Ryden. The Downtown grant consultant is Vince Murray. The meetings with each consultant were very detailed and there is a strong timeline set. Lauren explained the process and that volunteers will be needed. Board member Marek inquired if it was appropriate for Board members to volunteer, and volunteered for both projects. Staff member Allsopp confirmed there will be a variety of projects for volunteers. Board member Gennevois also volunteered. Staff member Steadman informed the Board that the consultants have agreed, after they have gathered information, to make a presentation to the Board. Staff member Allsopp announced the target date of May 1<sup>st</sup> with reports to be ready to submit to SHPO in September.

##### b. Historic Sign Ordinance

Planning Director John Wesley updated the Board on the status of the Sign Ordinance update. The Historic Sign Ordinance the Board has already seen and agreed to has not been changed although formatting has been revised, breaking the ordinance into 2 parts. Board member Marek inquired if the ordinance is divided, once it's published can it be put all together, to make it easier for the public. Mr. Wesley stated yes that is possible. The current goal is to release the public review draft by end of this month, followed by a 2 to 3 month process for public comment, before it goes through a formal hearing process, hopefully by spring. Mr. Wesley reminded the Board that currently, any request regarding historic signs, would follow the existing process as we have done in the past.

##### c. Downtown Façade Improvement Update- Latest Version

Staff members Steadman and Allsopp provided the Board with the plans of downtown façade improvement. Staff members Steadman and Allsopp had an opportunity to meet with Jeff McVey and discuss the idea of seamlessly tying Mr. McVey's façade improvement grant process together with HP downtown grant process. This will create a stronger opportunity for

Historic Preservation. Both Mr. Steadman and Allsopp will be stronger players and be in attendance in the initial meetings between property owners and architects providing historic context prior to the design phase.

d. Update on awards for the Video Contest

Board member Zingoni stated she needs to follow up with the stadium. Staff member Steadman verified with Board member Zingoni he will keep this item on next month's agenda.

e. Certificates of Appropriateness

Staff member Steadman provided the board with a list of 3 ongoing Certificate of Appropriateness and the status of each. Board member Marek asked that the other ongoing items be included in the matrix to allow the Board to track progress. Staff member Steadman confirmed this will happen.

7. Staff to discuss Adaptive Reuse Design Guidelines

Staff member Allsopp stated this is moving down the list of priorities. She has started the guidelines and at this point it is very rough draft covering items that we should be considering. There was a brief discussion between board members and staff of additional items to be considered and researched, potential building codes issues that might need to be identified, discussion of examples of issues that have previously occurred, fire safety issues, work around issues, and how critical this could become. In addition, staff member Steadman stated the Adaptive Reuse Design Guidelines fits into the project the City is organizing regarding reusing under performing commercial sites. This is a term taken from Historic Preservation and is going to affect Historic Preservation so we want to make sure our information is part of that final document. Staff member Allsopp is preparing this so we have a plan in mind and will get into the final document to make sure historic interests are protected.

8. Strategic Plan for Heritage Neighborhoods

Staff member Allsopp referenced a document that she has shared with the board recently. Currently Heritage Neighborhood designation is just an honor. There is nothing the City offers, such as a tax reduction. Board members discussed the lack of a primary City property tax, and possible options to provide incentives to maintain historic properties in Heritage Neighborhoods. There was a brief discussion about options with bonds and how they could be used. Vic Linoff shared his knowledge of preservation bonds used by Phoenix, and building codes for existing buildings and adaptive reuse.

9. Updates on Museums, Exhibits, Committees & Events related to Historic Preservation

Vic introduced the new book, Buckhorn Mineral Baths & Wildlife Museum by Jay Mark and Ronald Peters. Forward by Ted Newton Sliger. After a year's work, the Buckhorn book is now out. The book is intended as a historical record for this property. The book includes images that no one has ever seen. Vic shared various dates of the book signings which are posted on social media. They have prepared a presentation prior to the book signings. All the monies will go to the Mesa Preservation Foundation.

10. Board member comments, questions and future agenda items

The Board discussed the resignation of Board member Annalisa Alvrus has resigned and asked staff to announce changes in Board membership in the future. Staff member Steadman agreed that the Board will be notified in the future when his occurs.

Vice Chair Gennevois shared a question from a resident regarding the City of Mesa Museum and which was to relocate to the Federal Building. Vic Linoff updated the Board on the status of that project. The museum leadership has changed. There is hope the project can move forward soon.

Chair Shaffer-Metcalf had one more item. A resident had sent Jen Duff who is a District 4 Candidate an email about the Westwood Historic Neighborhood. The request will be forwarded to staff member Allsopp.

#### 11. Adjournment

Chair Shaffer-Metcalf adjourned the meeting at 7:37 pm.

First motion made by Board member Zingoni and seconded by Vice Chair Gennevois.

Motion carried 5-0 (Board member Benzing 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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