

Historic Preservation Commission
Meeting Minutes
Regular Meeting—February 25, 2025

Present: Chairwoman Elizabeth Jones, Jane Camp, Marc Hammes, Laura Powell

Absent: Chuck Bradley

Staff: Logan Propes- City Administrator
Brad Callender- City Planner
Kaitlyn Stubbs- Executive Assistant

Visitors: Ramsey Ray, Tammy Wade

Meeting called to order at 6:03 p.m.

Chairwoman Jones calls for a motion to approve agenda as submitted,

Motion by Camp,
Second by Powell,
Motion carried unanimously

Chairwoman Jones asked if there were any changes or corrections to the January 28, 2025 minutes. Chairwoman Jones calls for a motion to approve the minutes as submitted,

Motion by Hammes,
Second by Powell,
Motion carried unanimously

Old Business: None

New Business:

The First Item of New Business: Request for COA – 233 Boulevard – a request for a proposed wooden fence facing the street and side yards, and a black chain fence in the rear. The fence will offset the property lines which will allow for potential landscaping.

Chairwoman Jones: Asked if the applicant was present. The applicant was not.

Chairwoman Jones asked if we needed to table this request until the next meeting. Mr. Propes shared that it was not necessary. Mr. Callender stated there was adequate information for the commission to make a decision in the absence of the applicant. Ms. Powell did ask the height of the fence. Mr. Callender stated that it does not look taller than six feet.

Motion to approve as presented,

Motion by Hammes,
Second by Camp,
Motion carried unanimously

The Second Item of New Business: Commission and Staff Discussion on the Newly Adopted Character Based Code. Mr. Callender presented changes on the newly adopted Character Based Code and described how those changes impact the Historic Districts. Inside of this code there are a lot more provisions that were not in the previous zoning ordinance especially within the character district. Specifically issues related to signage. Many of the existing locations where there is a lot of turnkey operations that are going in and out, are just wanting to move into a location that already had signage approved and they just want to replace the sign. Mr. Callender wanted to know if the

Historic Preservation Commission was comfortable with staff just approving a new sign that they have already seen in an exact one-for-one type of replacement. Mr. Callender did say that if anything comes before him that is beyond what he sees that is permitted he would make the judgment level decision that it needs a certificate of appropriateness and it needs to come before the commission.

Chairwoman Jones calls for a motion to adjourn,

Motion by Powell,

Second by Hammes

Motion carried unanimously

Adjourned at 6:14 p.m.