



HISTORIC PRESERVATION COMMISSION

AGENDA

REGULAR MEETING

Wednesday, November 28, 2018

6:00 P.M.

CITY OF COTTONWOOD
CITY COUNCIL CHAMBERS
826 N. MAIN STREET

1. CALL TO ORDER.
2. ROLL CALL.
3. APPROVAL OF MINUTES OF October 24, 2018 REGULAR MEETING.
4. INFORMATIONAL REPORTS AND UPDATES:

A brief summary of current events by Chairperson Commission members, and/or staff. (The public body does not propose, discuss, deliberate, or take legal action on any matter brought up during this summary unless the matter is properly noticed for legal action.)

- a. Old Town Brew Pub Plans – 791 N. Main St.
5. CALL TO THE PUBLIC: *This is the time for the public to comment on any matter that does not appear on the agenda. Commission members may not discuss items not identified on the agenda. Action taken as a result of public comment will be limited to directing staff to study the matter, responding to criticism, or scheduling the matter for consideration at a later date. Comments are limited to five minutes for each person*
6. OLD BUSINESS: The following items are for Discussion, Consideration and Possible Action by the Commission:
 - a. Home Tour Review – Commissioner Turney
 - b. Draft Phase 1 Historic Resources Survey Comments
 - c. Historic & Prehistoric Properties – Commissioner Turney

Pursuant to A.R.S. § 38-431.02(B) the Commission may vote to go into executive session on any agenda item for discussion and consultation for legal advice with the City Attorney.

The Cottonwood Council Chambers is accessible to the handicapped in accordance with Federal “504” and “ADA” laws. Those with needs for special typeface print or hearing devices may request these from the Planning Department at 634-5505 (TDD 634-5526). All requests must be made at least 24 hours before the meeting.

7. NEW BUSINESS: The following items are for Discussion, Consideration and Possible Action:

NONE

8. DISCUSSION ITEMS:

- a. Taking applications for 1 HPC Commissioner
- b. Status of Sign Toppers
- c. 2019 Historic Preservation Conference

9. ADJOURNMENT.

Pursuant to A.R.S. § 38-431.02(B) the Commission may vote to go into executive session on any agenda item pursuant to A.R.S. § 38-431.03(A)(3) for discussion and consultation for legal advice with the City Attorney.

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City of Cottonwood
Historic Preservation Commission Regular Meeting
Minutes
October 24, 2018 6:00 P.M.
Council Chambers 826 N. Main Street, Cottonwood, Arizona
86326

1. CALL TO ORDER

Chairman Vernosky called the meeting to order at 5:59 p.m.

2. ROLL CALL

Historic Preservation Commission Members Present:

Michael Mathews
Jacob Mickle
Kathryn Turney
Marie Palowoda
Tim Elinski, Vice Chairman
Christian Vernosky, Chairman

Historic Preservation Commission Members Absent:

Staff Members Present:

Jim Padgett, Planner
Christina Anderson, Planning Assistant/Code Enforcement Coordinator, Recorder

**3. APPROVAL OF MINUTES FOR AUGUST 22 & SEPTEMBER 26, 2018
REGULAR MEETING**

Motion: *To approve the minutes for August 22nd & September 26th*

Made by: *Commissioner Mathews*

Second: *Vice Chairman Elinks*

Vote: *Unanimous*

4. INFORMATIONAL REPORTS AND UPDATES

- a. Resignation of Commission Coates.

5. CALL TO THE PUBLIC

No comments.

New Business letter “a” was moved up on the agenda for discussion

- a. Discussion of how Clubhouse will be used- Hezekiah Allen from the Parks and Recreation Department presented to the commission a form that the wrestling and swim team will hand out to sell bricks for the Clubhouse, he then discussed potential ways that the Clubhouse can be used, along with all the new technology that will be going into the facility; trying to find ways to market the Clubhouse for corporate events, along with private events, and still maintaining it as a community hall for community events. Chairman Vernosky had questions regarding the location of some of the equipment and how that would look. Hezekiah mentioned that it will all have set locations where it will not be intrusive to the look of the Clubhouse, and most of the sound equipment will be in the stage area in the right hand dressing room. There was a discussion among the commissioners and staff on the types of events that would be hosted in the Clubhouse, the Commission would like to see the Clubhouse still being used as it was, a “community hall” for community events that should have a way to have a reduced fee or be free for certain events; the thought was a lottery for events and then have the Parks and Recreation Commission be the deciding body of who would get to use the facility for that reduced or free pricing, however, they would still have to pay the deposit fees. The commission agreed that a deposit should still be collected to rent the Clubhouse regardless of the type of event. Staff mentioned that they would partner with Verde Valley Event Rentals for all rental needs, and that they would have an agreement with this company so that they would be the only ones that would provide rental items such as chairs, tables, etc. for any and all events; There was a discussion regarding the agreement among the commission. Hezekiah asked the commission if they were ok with the flyer on promoting the brick program. Commission responded yes.
6. OLD BUSINESS: The following items are for Discussion, Consideration and Possible Action by the Commission:
- a. Home Tour Update- Commissioner Mathews updated the commission on the status of volunteers, Commission Mathews & Vice Chairman Elinksi will coordinate a BBQ after the tour. Commissioner Turney mentioned to the Commission that if there is a volunteer alone if someone would go and help, transportation is all done, Galpin, CK Need a Lift, and 3 Kings Kasbar are all volunteering transportation. Still waiting to hear back from Crème regarding donating coffee, reached out to Merkin and never heard back. Staff asked if all the COI's (Certificate of Insurance) were submitted to the City. Commissioner Turney mentioned that she submitted CK's, and that she didn't have Galpin, and 3 Kings Kasbar should have one on file with the City already. Staff asked if Commissioner Turney could come by the office to go over everything that is still needed for the Home Tour. Commissioner Turney said she would some time on Friday.

- b. Landmark Application Suggestions- Commissioner Turney presented to the Commission a simplified application, which is only two (2) pages, or one (1) page front and back. Commissioner Turney mentioned that she took out number five (5) completely as it was redundant. Everything on the application meets the Secretary of the Interior standards, and is looking for a motion to approve this application.
- Motion:** *To approve this Landmarking Application*
- Made by:** *Commissioner Palowoda*
Second: *Vice Chairman Elinks*
Vote: *Unanimous*
7. NEW BUSINESS: The following items are for Discussion, Consideration and Possible Action:
- a. Discussion of how Clubhouse will be used (moved up to first item by Chairman Vernosky)
- b. Draft Phase 1 Historic Resources Survey Comments- Staff informed the Commission on what Jennifer from LoganSimpson was looking for/ needing from the commission to move forward. Commissioner Turney mentioned to Staff that she had some comments and that she would send them tomorrow. The Commission mentioned that they didn't have the draft in their packets, Staff said that they would email that over to them tomorrow and will put it back on the agenda for next month.
- c. Historic & Prehistoric Properties – Commissioner Turney asked the Commission to please read the material in their packets and that they would go over at next month's meeting.
8. DISCUSSION ITEMS:
None.

9. ADJOURNMENT

Motion: *To adjourn*

Made by: *Commissioner Palowoda*
Second: *Commissioner Mathews*
Vote: *Unanimous*

The meeting was adjourned at 7:47 p.m.