

City of Cottonwood
Historic Preservation Commission Regular Meeting
Minutes
March 28, 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 6:02 p.m.

2. ROLL CALL

Historic Preservation Commission Members Present:

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

Historic Preservation Commission Members Absent:

Felicia Coates
Marie Palowoda

Staff Members Present:

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

3. APPROVAL OF MINUTES FOR FEBRUARY 28, 2018 REGULAR MEETING

Motion: *To approve the minutes from 02/28/2018*

Made by: *Commissioner Mathews*

Second: *Vice Chairman Elinks*

Vote: *Unanimous*

4. INFORMATIONAL REPORTS AND UPDATES

1. Owner of 112 E. Pima St. wanted to know about landmarking the property.

5. CALL TO THE PUBLIC

No comments.

6. OLD BUSINESS-

- a. CIVIC CENTER UPDATE (MARKETING) – Hezekiah Allen from the Parks and Recreation Department made a brief presentation and discussed the projected marketing and business plan; they have a new logo design that they would like to present to the Commission for possible action, and are looking for any and all input. The Commission had a brief discussion with staff regarding the marketing of the facilities, to include possible future wedding venue, corporate functions, and for the community use. The Commission felt that the name change and logo presented was a great tribute to what the facility was named, which is the Cottonwood Community Club House.

Motion: *To adopt the logo and name as presented*

Made by: *Commissioner Mathews*

Second: *Commissioner Turney*

Vote: *Unanimous*

- b. LANDMARKING RACK CARD – Item was tabled by the Chairman, Commissioner that was to present was absent, tabled to the April 25, 2018 meeting.
- c. HISTORIC PRESERVATION ANNUAL CONFERENCE- Staff updated the Commission with their findings of budgeting/funding for this year's conference, per the request of the Commission after last meeting. Staff reported that there are no funds available, however staff has put into their department budget funding for next year's conference; if there are cuts to the budget after Council review that funding may be removed. Commissioner Mathews asked how much it would cost for someone to attend. Staff responded that the full conference was \$250.00 plus \$91.00 per night plus tax, and it is a two night stay for the full conference. Commissioner Turney mentioned that she would be attending the conference through her employer, so there will be at least someone representing the commission there. Overall, commissioners will attend on their own if they want to go in June.
- d. UPDATE- MEMORIAL BRICK PROGRAM – Commissioner Turney provided a brief update to the Commission in regards to the brick program; overall the response has not been negative, it is just taking a while to get forms back as people need time to think about what they want on them.
- e. PLANING 2018 HOME TOUR- Commissioner Turney provided an update to the Commission; met with Ryan Bigelow and came up with some new houses; there are two houses on Apache (1404 & 1303) that just sold and new owners will be moving in within the next week. Commissioners added some potential properties to ask if they wanted to be on the tour, Chairman Vernosky brought up the Dairy farm as a possible property. Commissioner Turney asked if there was any way to have a generic business card to be able to hand out to potential homeowners; Commission directed staff to have some generic cards made so that they can pass them out. Chairman Vernosky asked how many homes were on the tour last year. Vice Chairman Elinks responded 7 or 8.

- f. **NEW PROJECT PROPOSAL IN OLD TOWN 1037-1039 N. MAIN ST. –**
Chairman Vernosky made a presentation of a property in Old Town that he has been hired to design; the concerns were that new development in Old Town must meet current zoning codes, a lot of the properties in Old Town were not built to a current code standard, nor do they fit in with the minimum size requirements to allow for expansion or modifications without rezoning a property which can take several months to do; projects that happen in Old Town should come to this Commission for Design Review and not to the Planning & Zoning Commission; Commission opened up for a discussion regarding the Design Review process and that these projects should come to this commission for approval; the Commission already has Design Review standards that were adopted, however, without an overlay district. Floor was open to the public, Glenda Farley commented that when the Commission originally was establishing the district in Old Town it was discussed that they would have a different zoning criteria to meet, however, when it was presented and approved by City Council the zoning portion was taken out. Chairman Vernosky mentioned that we need to take a look at the district and the design review guidelines, and would like to see that on the April agenda.

7. ADJOURNMENT

The meeting was adjourned at 7:26 p.m.