

**City of Cottonwood**  
**Historic Preservation Commission Regular Meeting Minutes**  
**May 14, 2014 6:00 P.M.**  
**Council Chambers 826 N. Main Street, Cottonwood, Arizona 86326**

**1. CALL TO ORDER**

Chairman Elinski called the meeting to order at 6:05 p.m.

**2. ROLL CALL**

**Historic Preservation Commission Members Present:**

Tim Elinski, Chair	Annabel Sclipa, Vice Chair
Glenda Farley	Ryan Bigelow      Karen Leff
Marie Palowoda	Chris Vernosky

**Staff Members Present:**

Charlie Scully, Community Development Long-Range Planner  
Berrin Nejad, Community Development Director  
Scott Ellis, Community Development Planner  
Christina Papa, Community Development Senior Administrative Assistant, Recorder

**3. APPROVAL OF MINUTES FOR APRIL 9, 2014 MEETING**

**Motion:**      *To approve the minutes from 4/9/2014*

**Made by:**      *Commissioner Leff*

**Second:**      *Commissioner Palowoda*

**Vote:**          *Unanimous*

**4. INFORMATIONAL REPORTS AND UPDATES**

Vice Chair Sclipa mentioned that the website sub-committee met regarding changes and information for the website. There was an update made by Commissioner Vernosky regarding the Design Review updates and that he is working with staff to bring something back to the commission. Chairman Elinski and Commissioner Bigelow reported progress on the Home Tour project, OTA (Old Town Association) agenda for the Home Tour reached out to the Chamber of Commerce and are waiting to hear back. Civic Center improvements were made, they were changes in the flooring from concrete.

**5. CALL TO THE PUBLIC**

No comments.

## 6. OLD BUSINESS

None.

## 7. NEW BUSINESS

- a. INTRODUCTION OF STATE REPRESENTATIVES- SHPO representative Robert Frankeberger was wondering who was representing the Historian qualification, and who the Archeologist was, Commissioner Palowoda is the archeologist, and Commissioner Bigelow is the Historian. Robert Frankeberger informed staff that SHPO is here to assist in any questions or concerns that they have, and to help guide the commission to achieve historic preservation. Eric Vondy handles grant funding, Main Street program, and other historic preservation incentives. James Garrison is the State Historic Preservation Officer, and he is the gentleman that signed off our CLG. SHPO representatives gave background on the accomplishments that they have made over the years and their experience in the field. SHPO representatives mentioned the three major duties are identifying historic resources in the community, designation, and preservation.
- b. QUESTIONS TO STATE REPRESENTATIVES & c. DISCUSSION WITH SHPO REGARDING HISTORIC PRESERVATION ISSUES FOR COTTONWOOD - Commission and staff had a wide range of questions for the SHPO representatives. There was questions regarding incentive programs and how they work, along with questions regarding districts, losing a historic designation, being delisted from a district, and property significance and property integrity. The SHPO representatives mentioned that incentives are given approval from the state and federal level, Eric mentioned that they can get an 80% of the credit back from the federal level. In order to designate a district there needs to be at least 50% of property owners that want to be part of it. If property owners do not want to be part of a district they would be able to file paperwork with the City stating that they do not want their property to be a part of the district. A historic designation can be lost, SHPO representatives used Detroit, MI as an example. A property can be delisted in a historic district, if a contributing property does something that doesn't keep the historic integrity they can be delisted. SHPO representatives went into property significance and property integrity. They also mentioned the relationship with ADA and historic preservation, and that overall historic landmarks have immunity from ADA, however, they like to work with ADA to meet requirements maybe in alternative ways.

## 8. ADJOURNMENT

**Motion:**            *To adjourn the meeting.*

**Made by:**        *Commissioner Leff*

**Second:**        *Commissioner Vernosky*

**Vote:**            *Unanimous*

Chairman Elinski adjourned the meeting at 8:22 p.m.