

City of Cottonwood
Historic Preservation Commission Regular Meeting Minutes
December 11, 2013, 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 6:04 p.m.

2. ROLL CALL

Historic Preservation Commission Members Present:

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

Staff Members Present:

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

3. APPROVAL OF MINUTES FOR NOVEMBER 13, 2013 MEETING

Motion: To approve the minutes from 11/13/2013

Made by: Commissioner Bigelow
Second: Commissioner Palowoda
Vote: Unanimous

4. INFORMATIONAL REPORTS AND UPDATES FROM COMMISSIONERS:

None.

5. CALL TO THE PUBLIC

No public comments.

6. OLD BUSINESS

None.

7. NEW BUSINESS

- a. DISCUSSION REGARDING STUDENT PROJECT AT MOUNTAIN VIEW PREPARATORY ACADEMY-Kathy Epperson
To come back to commission on January 8, 2014 meeting.

- b. LANDMARKING: CIVIC CENTER & c. DISCUSSION OF LANDMARKING CASES AND POSSIBLE ACTION –Glenda Farley
Commissioner Farley had mentioned to the commission that while last meeting they approved the landmarking application but did not approve the Civic Center to be landmarked. Commissioner Farley had completed the application for the Civic Center to present to the commission for approval. There was discussion and questions from the commission to staff in regards to the actual process of landmarking, and who is the final approval made by (City Council? Or Historic Preservation? Or someone else). Staff was unable to answer the question but will come back to next meeting with the process for the Commission. After looking at the Civic Center the commission looked at the Post Office landmarking application that Commissioner Farley had filled out. There was some question to who the applicant(s) is and if it can be the Historic Preservation Commission or does it have to be the property owner. Again staff will look into this question and come back to next meeting with the answer. Commissioner Elinski asked if staff could look into old documents of the Post Office to see when they moved out of what is now City Hall. Commissioner Farley and Commissioner Leff mentioned a couple of other possible landmarks of historical homes/buildings.

- d. REVIEW OF DRAFT GENERAL PLAN, CHAPTER 11 HISTORIC PRESERVATION ELEMENT-Charlie Scully
Charlie Scully began with a brief overview of the General Plan and the elements/sections of the General Plan, specific to where the Historic Preservation element falls. Commissioner Bigelow along with other commissioners thought that the draft that they were given was put together very well, and really touched on the direction the commission wants to go. Staff would like the commission to really read through this section and make any changes that need to be made, including grammatical errors, information that needs to be added, etc.
Commissioner Scippa mentioned to the commission a possibility of an advisor for the landmarking process, could be helpful to individuals that are not sure of landmarking process. Staff also mentioned to the commission that the CLG needs to have one more person on the commission that has architecture experience, there is an applicant that has applied for the open seat that has this background. Staff informed commission that City Council will be meeting January 17, 2014 to appoint applicants, if this applicant is not appointed the commission can have him listed as a consultant and that would meet the CLG requirement.

8. ADJOURNMENT

Motion: ***To adjourn the meeting.***
Made by: ***Commissioner Palowoda***
Second: ***Commissioner Bigelow***
Vote: ***Unanimous***

Chairman Elinski adjourned the meeting at 6:52 p.m.

APPROVED