



"Inspiring a Vibrant Community"

**CITY OF COTTONWOOD  
HISTORIC PRESERVATION COMMISSION  
COTTONWOOD COMMUNITY CLUB HOUSE  
805 N. Main St.  
Cottonwood, AZ 86326**

**REGULAR MEETING**  
Wednesday, July 22, 2020  
6:00 P.M.

**I. CALL TO ORDER**

**Chairman Vernosky called the meeting to order at 6:00 p.m.**

**II. Roll Call**

**Historic Preservation Commission Members Present:**

Commissioner King  
Commissioner Stephens  
Commissioner Mickle  
Commissioner Garrison  
Vice Chairman Turney  
Chairman Vernosky

**Staff Members Present:**

Jim Padgett, Planner  
Scott Ellis, Community Development Director  
Rudy Rodriguez, Deputy City Manager  
Tricia Lewis, Economic Development Director  
Kelly Jobe, Public Works Administrative Assistant, Recorder

**III. Approval of Minutes: June 24, 2020 Regular Meeting**

***Motion: To approve the minutes for June 24, 2020 Regular Meeting***

***Made by: Commissioner Turney***

***Second: Commissioner Garrison***

***Vote: Unanimous***

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*A verbal comment period will be provided during each hearing item. The Chair may impose a time limit on each speaker. The Commission will not consider written materials submitted less than three working days before the meeting.*

*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) and (4) for discussion and consultation for legal advice with the City Attorney.*

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**IV. CALL TO THE PUBLIC: NONE**

**V. OLD BUSINESS: NONE**

**VI. NEW BUSINESS: NONE**

**VII. DISCUSSION ITEMS:**

**A. Home Tour Update**

Planner Padgett stated he met with the sub committee on how to get the program restarted. He stated the idea of utilizing drones and doing virtual tours may be the best way to proceed as there would be a level of comfort and may also be able to get more participants. He stated they are looking at other communities and how they have raised money for these programs. Jim stated there will be another committee meeting on August 14<sup>th</sup>. He asked staff and Commissioners if there was still time this year to make this happen, the home tour is planned for November. Jim stated there are a sheet full of responsibilities and there needs to be more commissioners, volunteers and staff to help.

Director Ellis asked if it was possible to leave the date open if it becomes a virtual tour. He stated a grant could possibly pay for a drone or video service.

Vice Chairman Turney stated it would be good to get a hard date set by the end of the year.

Commissioner Stephens stated it would help keep on track however, December would be a tough month.

Chairman Vernosky suggested postponing it for a year.

Vice Chairman Turney stated she would like to see more marketing done for the program.

Planner Padgett suggested there be a small group committee for the virtual tour that would meet Aug 14<sup>th</sup> at 9 am. He stated Tricia Lewis in the marketing department would be a great resource.

Commissioner Garrison stated video production should still be looked at as it could be a great marketing piece and hopefully start getting participants to landmark. She stated there is a \$2,500 grant available through the 50/50 small grant program and would like to bring it back for discussion.

Planner Padgett stated there is \$12,300 available in the home tour fund and \$10,300 in the brick fund. He stated the program has to meet certain qualifications for this grant money to be spent.

Chairman Vernosky stated the committee needs to work on process a schedule and setting a date.

Director Ellis asked for committee to be responsive to staff as there has been miscommunication or lack of on both sides.

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Commissioner Garrison stated she will volunteer to be on the committee.

## **B. Status of Design Guidelines**

Planner Padgett met with a small committee, had several technical difficulties but the basis was to keep moving forward with the design guidelines.

## **C. Status of Commercial Historic District Boundary Modification (HSRC)**

Planner Padgett stated the consultant made revisions, the March meeting was cancelled due to Covid. July meeting was online. Committee had questions on dates and additions., but approved boundaries which included the Old Town ball field.

Director Ellis stated a revised set of boundaries will be sent out.

## **D. Landmarking**

Planner Padgett handed out a couple different pamphlets and stated there are eight (8) landmarks as of now and they are in the process of trying to gather more. There is a list of properties that are on the National Registry, that are not on the local one.

Commissioner Garrison suggested writing a letter to possible landmark entities to ask them to apply. She had asked if the cemetery, Clemenceau History Museum and the old Clemenceau School would qualify for being landmarks. She stated that some may be hesitant to be marked as they would have to comply with such things as the colors they are allowed to paint the outside of the building and other stipulations.

Planner Padgett stated that would be a staff decision, not the commissions.

Commissioner Stevens stated it would be beneficial to get a letter regarding Landmarking ready and possibly add to the Home Tour.

Vice Chairman Turney suggested to have volunteers and help people with the paperwork who have completed the process.

Commissioner Garrison stated there are three (3) buildings that belong to the city that qualify and he asked why they are not Landmarked.

Director Ellis stated it would be looked into.

Commissioner Garrison asked if that included the two (2) bridges in Old Town.

Planner Padgett stated yes, it would include both bridges.

Chairman Vernosky asked what benefit would it give the city to landmark their buildings.

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Planner Padgett stated they would be marked on a registry but that there were no tax benefits to them being landmarked.

Chairman Vernosky stated there needs to be more buildings to expand the district and requested the letter drafted.

Commissioner Garrison asked if the Lyons Park is inside the historic boundaries and stated it should be.

Planner Padgett stated the park was not within the district, however it could be brought to the city as an option to be landmarked.

## **VIII. SUGGESTED TOPICS FOR FUTURE MEETINGS:**

*Motion: To adjourn*

*Made by: Commissioner Garrison*

*Second: Commissioner King*

**ADJOURNMENT at 6:50 p.m.**

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