

**MINUTES OF THE REGULAR MEETING OF THE
SANFORD HISTORIC PRESERVATION COMMISSION
COUNCIL CHAMBERS
7:00 PM, MONDAY JUNE 29, 2009
SANFORD MUNICIPAL BUILDING**

Roll Call:

Commissioners Present: Al Roethlisberger, Matthew Sakurada, Tim Mercer
Mark West, Lora Wright, Maria Moffa Graham

Commissioners Absent

Staff Present: Bob Bridwell, Anne Sears, Liz Whitmore

Government Official Present: Councilman Charles Taylor

Citizens Mike Humphrey, Kristen Dunne, Shannon Gurwitch

**APPROVAL OF THE PREVIOUS MEETING MINUTES FOR MAY 18, 2009 AND THE
AGENDA FOR JUNE 29, 2009.**

Chairman Matt Sakurada called the meeting to order and called the roll.

Chairman Sakurada asked if there were any other additions/deletions to the agenda for June 29, 2009. Commissioner Roethlisberger made a motion to add one item to Old Business, updating the Dunnes project from last months meeting. Chairman Sakurada said to Commissioner Roethlisberger that it had already been decided. Commissioner Roethlisberger asked to put the motion on the table. Chair Sakurada asked for a second, no second so the (motion did not carry) and at this time Chairman Sakurada asked for a motion to approve the agenda. Commissioner Wright made a motion to approve the agenda as written, and it was seconded by Commissioner Graham, and the motion passed unanimously.

Chairman Sakurada entertained a motion to approve the minutes for May 18, 2009. Commissioner Wright made a motion to approve the minutes as amended and seconded by Commissioner Graham, and the motion passed unanimously, and the minutes stand as stated per Chairman Sakurada. Chairman Sakurada introduced one of the newest Commissioner's present for the next term (Shannon Gurwitch)

Old Business:

Staff Whitmore stated that the remaining two commissioner's that were coming on board were not present at tonight's meeting. Staff Whitmore shared that prior to tonight's meeting-e-mails

and phone calls were made for an invitation to come. The new members official duties will not start until July.

Old Business:

Guidelines - were shared by Staff Whitmore. Chairman Sakurada asked if the CD was available. Staff Whitmore noted that herself and David Montgomery had both provided comments from several different commissioners and that Commissioner Roethlisberger has met with the committee. Staff Whitmore stated that the new commissioners coming on board will be reviewing previous comments in the past and present along with the rest of the commissioners. Staff Whitmore also relayed that she has consolidated the comments and each person's comments were highlighted a different color for efficiency. Staff Whitmore said that some of her and David Montgomery comments were repetitive, but she also had some that he had and vice-versa.

Safety and Security Committee: Chairman Sakurada mentioned that he has recently called a meeting. Members on the committee are: Kathy Carroll, Bailey Kohl, Matt Sakurada and Nan Thompson. Chairman Sakurada shared that one project that has been worked on is National Night Out on August 4th. Chairman Sakurada said that Bailey had previously organized that, but it has not been confirmed. Chairman Sakurada stated that Kathy Carroll and his wife Sudi is doing the neighborhood watch, and a website that specifically measures crime events with the help of the police department with a data base. Chairman Sakurada would like to continue to pursue getting an update of traffic study from the city's engineer's office. Chairman Sakurada said he has not requested it yet, but he did share that the engineer's department is very responsive, and Chairman Sakurada also noted that he would like to see it done to show the speed control both on Gulf and Vance. It was noted the four-way stops have helped. Commissioner Roethlisberger said that the police have been monitoring it, and Staff Whitmore also shared that she and her intern had seen a lot of activity by the police at that parking lot, and they were giving tickets out.

Marketing/Communications: Staff Whitmore gave an update on historic signage. The sites are at Lee, Hawkins, and Rosemount-McIver. The six posts are up, and we are waiting on Steve Scully with Applied Graphics to get the frames to finish it up. Staff Whitmore mentioned while on Gulf St. a gas line was hit, but there was no mishaps. Staff Whitmore also stated that she didn't have any additional information to share about the website, except that there have been typos and corrections were being addressed.

Commissioner Roethlisberger shared that the newsletter is produced semi-annually. Chairman Sakurada shared that Commissioner Roethlisberger was able to attend a SHPO meeting at Pinehurst and Staff Whitmore also noted that two of the new commissioners also attended. These were: (Shannon Grutwitch, and David Nestor) Chair Sakurada shared that himself, Commissioner West, and Commissioner Mercer, would be leaving, and the remaining board members will be Commissioners Graham, Wright, and Roethlisberger. The three new commissioner members coming on board are Brandon Atkins, Shannon Gurwitch, and David Nestor, with one vacancy.

Commissioner Roethlisberger shared that there was an offsite full day retreat SHPO Meeting update (class) held at Pinehurst. Presentations and topics discussed were: tax credits, local versus national registration, etc. Commissioner Roethlisberger shared that Newbern had legislation approved in 2007 for the ability to deny demolition for historical structures. Commissioner Roethlisberger stated that the eyes of the Historical Preservation communities are on New Bern to see how that will work out. Commissioner Roethlisberger noted that he did not know whether or not it has been enforced.

Commissioner Roethlisberger stated that (Guidelines are not Rules)–(Guidelines are Guidelines) Finding of Fact is Critical. Commissioner Roethlisberger also informed members that they felt that if commissioner members visited the project site as a group prior to the hearing, that it may risk a quorum. There were also some questions regarding how economic hardship is handled. Commissioner Roethlisberger stated referring back to the (Guidelines) that it was recommended to hire an outside consultant to edit and to get the benefit of the committee. Councilman Taylor asked the cost, and Community Development Director, Mr. Bridwell asked to find out what the cost would be, and to note that it may not be feasible, due to the budget this year. Commissioner Roethlisberger also asked if we are required to file the guidelines with SHPO, and he was acknowledged that it would be advisable, **but it is not required**.

New Business:

Staff Updates: were shared by Staff Whitmore, and she said the survey of the Rosemount – McIver park district was about a third done. She also stated that herself and the intern will be out tomorrow morning at 9:00 doing Summitt. She said that Cross Street, all of Sunset is done, and some of the corner lots are done, and some of the other houses also. She shared she is making progress, and she hopes to have it done in three or more photo visits. Staff Whitmore stated that the plaques for the pillars, bought from Roman Trophies for McIver Park are in, and if anyone would like to take a look, they are in David's office. Staff Whitmore shared she has been trying to be more visible in the neighborhood and downtown, and for anyone to call her for updates or projects. Carl Anglin, with Code Enforcement has been very helpful and supportive to her. Staff Whitmore stated that she has had some minor, and major COA's and even some for routine maintenance for review.

Councilman Taylor commented to Staff Whitmore on the great job she was doing, and the importance of following through with the COA's to make sure it is closed out. (a final sign off) Staff Whitmore noted that it was important for people in the historic district to be aware from time to time that she would be in the neighborhood doing photo shots and collecting data.

Commissioners West, Mercer, and Sakurada gave departing statements of (Lessons I've Learned) while being on the board. They each felt like a lot of progress has been made, they realized the problems with the Guidelines, and they felt like they were headed in the right direction. Commissioner Mercer mentioned that he seen a significant impact on Hawkins, and what is being done is important, and before closing Chairman Sakurada said when in doubt, please submit everything for any type of work. At this time, Chairman Sakurada thanked everyone for their hard work and awards were presented.

PUBLIC COMMENT:

Chairman Sakurada stated there **would not** be a Public Comment for the Historic Preservation Commission. He shared that he didn't think it had been helpful to do that, none of the other committees with the city do it, and Chairman Sakurada noted that it was on the agenda tonight, but it would not happen tonight.

A question arose if it would be possible to band with the Board of Realtors to take them around the HP neighborhood, and let them know what is going on. Commissioner Roethlisberger relayed that David Montgomery had done this in the past, and he also mentioned at the retreat that someone mentioned that realtors are now promoting tax credits as an incentive to come in and buy these old buildings.

Chairman Sakurada, asked for a motion to amend the agenda to have the Public Comment period stricken for discussion. Lora Wright made a motion to not have a Public Comment period, and it was seconded by Commissioner Graham. Commissioner Roethlisberger expressed he was uncomfortable having already approved the agenda, and then having Public Comment removed. He felt if taken modification prior it could have been a better process or procedure. Chairman Sakurada asked if all in favor to please say I. Chairman Roethlisberger opposed at this time.

ADJOURNMENT:

With no further business to come before the Commission, Chairman Sakurada entertained a motion to adjourn. Commissioner West moved and it was seconded by Commissioner Mercer and the motion passed unanimously.

Adopted this _____ day of _____

BY: _____
Matt Sakurada, Chairman

ATTEST: _____
Elizabeth Whitmore, Historic Planner II