

**MINUTES OF THE REGULAR MEETING OF THE
SANFORD HISTORIC PRESERVATION COMMISSION**

**WEST END CONFERENCE ROOM
7:00 PM, MONDAY, MARCH 28, 2011
SANFORD MUNICIPAL BUILDING**

Roll Call:

Commissioners Present: David Nestor, Ed Page, Mike Humphrey, Al Roethlisberger & Donnie Worley

Commissioners Absent: Brandon Atkins & Shannon Gurwitch

Staff Present: Robert Bridwell, Director of Community Development
Bruno Pursche, Acting Board Clerk
Susan Patterson, City Attorney

Government Official Present: Councilman Sam Gaskins

APPROVAL OF THE AGENDA FOR MARCH 28, 2011

Chairman David Nestor called the meeting to order. Acting Clerk, Bruno Pursche called the roll. Commissioner Humphrey requested to amend the agenda by requesting a discussion on 410 Sunset Drive be added to the Rosemount McIver Park National Register District as a contributing structure. Commissioner Roethlisberger moved to approve the agenda as amended. Seconded by Commissioner Humphrey, the motion passed unanimously.

APPROVAL OF THE FEBRUARY 28, 2011 MINUTES

Chairman Nestor asked for approval of the February minutes. Commissioner Humphrey requested a change in wording on page 7 under New Business second paragraph from 'He further believed' to 'It was reported that'. There being no other changes or corrections, Commissioner Page moved that the minutes be approved as amended. Seconded by Commissioner Humphrey, the motion passed unanimously.

PUBLIC COMMENT:

Craig Shore addressed the Commission regarding the results of the hearing conducted on February 28 and noted that several procedural errors, included by reference, had occurred in his mind. Mr. Bridwell responded that staff had met with Mr. Shore regarding all the points that were made. Attorney Patterson stated Mr. Shore would have to determine whether he would move forward with an appeal by filling out the appeal application.

OLD BUSINESS:

COAs had been applied for and approved for the McIver Park Plaques. Staff was just waiting for Applied Graphics to install them.

Commissioner Roethlisberger presented a power point presentation about Historic McIver Park which was established ca. 1925, included by reference. Commissioner Roethlisberger proposed a non binding resolution for the City to complete the three acre McIver Park area as proposed in the original drawings. Chair Nestor stated that this was a good project and Commissioner Roethlisberger should draft a resolution and e-mail it to him for consideration at the next meeting.

Commissioner Roethlisberger discussed the sidewalk survey which he presented to the City in 2008; although some repairs had been made, there were still some deficiencies. Mr. Bridwell addressed his concerns and stated that the City Council had addressed the sidewalks in the Comprehensive Pedestrian Plan.

David Christ presented the Historic Guidelines Development Committee's (HGDC) scope for rewriting the Historic Guidelines. There was a discussion regarding the Mission Statement, Strategy, Purpose & Procedure, and Recommended Timeline for acceptance by the Commission. City Attorney Susan Patterson assisted the HGDC in amending their scope; in paragraph 1 (mission statement) the word 'developing' was replaced with 'making recommendations for rewriting the', in paragraph 2 (strategy) 'major works' and 'minor works' were added, and paragraph 3 (purpose and procedure) highly researched document for 'consideration for' immediate adoption was added. Attorney Patterson further advised the committee that guidelines were written for a purpose, they had intentional vagueness built in, since one cannot always anticipate every future action. While guidelines should be understandable and consistent, they should be easily adaptable to whatever new products may be available in the future; she noted that the Committee and the Commission might tie themselves up if the guidelines were written too specifically. The timeline was amended to the 25th of July for the public hearing and consideration by HPC. David Christ appreciated everyone's input which will help the committee do a better job with the guidelines. Chairman Nestor thanked the committee for their hard work.

After some legality discussions regarding certain approval authority, the listed motions were made.

Commissioner Roethlisberger moved that the Sanford Historic Preservation Commission guide the Historic Guidelines Development Committee to focus their scope of development on the guidelines alone. Commissioner Worley seconded the motion, and it passed unanimously.

Commissioner Roethlisberger moved to adopt the Historic Guidelines Development Committee mission statement, strategy, purpose and procedure, and

recommended timeline document dated March 27, 2011, as amended. Commissioner Humphrey seconded the motion, and it passed unanimously.

Commissioner Humphrey brought up the costs associated with the rewriting of the guidelines; he requested that funds be appropriated for reproduction costs. Director Bridwell stated that staff would accommodate the committee with reproduction of materials needed to accomplish the rewrite. Commissioner Roethlisberger stated that the Commission had not met to discuss the budget for the upcoming year and asked whether or not they were too late. Mr. Bridwell informed the Commission that staff was working on submitting their budgets at this time.

It was noted that a report will be made at next month's meeting that 410 Sunset Drive be considered a contributing structure to the Rosemont/McIver Historic District.

NEW BUSINESS:

Staff provided updates on minor approved COAs, included by reference. Commissioner Humphrey questioned what was needed to place something on someone else's property especially when the deed read it must be maintained by the property owner. Mr. Bridwell stated that normally you would get an easement, placement agreement, or at least permission from the owner.

Commissioner Humphrey felt that the website was not user friendly to navigate to the historic information; Mr. Bridwell said staff would have IT check into it to make it more user-friendly.

Staff requested that the meeting be shifted to May 2, 2011 due to the Easter holidays. Commissioner Humphrey moved to change the April 28 meeting to May 2, 2011 at 7:00 PM. Commissioner Roethlisberger seconded the motion, and it passed unanimously.

ADJOURNMENT:

Commissioner Roethlisberger made a motion to adjourn. Seconded by Commissioner Worley, the motion passed unanimously. The meeting adjourned at 8:45 PM.

Adopted this _____ day of _____

David Nestor-Chairman

ATTEST: _____
Acting Clerk, Bruno Pursche