

Minutes of the Regular Meeting of the
Sanford Historic Preservation Commission
West End Conference Room
7:00 PM Monday, MAY 19, 2014
Sanford Municipal Building

Roll Call:

Commissioners Present: David Nestor, Allen Gordon, Jesse Coyle, Carla Thomann

Commissioners Absent: Jonah Godfrey, John Sheuring

Staff Present: Liz Whitmore, Anne Sears, Susan Patterson, City Attorney

Government Official Present: Sam Gaskins

Guests Present: n/a

Approval of the Agenda for MAY 19, 2014

Chair Nestor called the meeting to order. Staff Anne Sears called the roll and a quorum was determined. Chair Nestor asked for approval of the agenda. Commissioner Gordon moved to approve the agenda as written; seconded by Commissioner Coyle and the motion passed unanimously.

Approval of the March 24, 2014 Minutes & April 28, 2014 Minutes

Chair Nestor entertained a motion to approve the March 24, 2014 minutes and the April 28, 2014 minutes. Attorney Susan Patterson noted that she was not finished with the minutes; but the board could go ahead and approve the minutes; subject to legal review and then she would bring any amendments that she has to the next meeting. Chair Nestor asked for approval of the March and April's minutes of 2014. Commissioner Coyle made a motion to approve the minutes as written; seconded by Commission Thomann and the motion passed unanimously.

There was no Public Comment.

Public Hearings: N/A

Old Business:

6. a. Staff Whitmore asked the Commissioners if they had any comments on the Rosemount Mclver Park Historic District Guidelines. Commissioners Coyle and Attorney Patterson noted a few corrections to be made. Staff Whitmore said she would address these changes. Attorney Patterson stated what a great job the board had done over the years in putting all of this together.

b. The public information citizen meeting was tentatively rescheduled for Wednesday, June 25th from 6:00-8:00 pm at the Library on Hawkins Avenue if it is available. Staff Whitmore will e-mail confirmation to everyone. Mrs. Patterson asked if that would replace the HPC meeting. Chair said it could; if there were no major cases that month. Staff Whitmore has sent an e-mail out to see if we could schedule the GLC Training for Friday, May 23rd at the West End Conference room in the pm. She noted she would make the changes to the Rosemount-Mclver guidelines; get them delivered to everyone before the June

meeting and then have some at the meeting. Mrs. Patterson's suggestion to the board was to provide examples of the materials and a map of the boundaries. It would be helpful to the public.

c. Staff Whitmore stated that the Murals Sub-committee met on Friday, May 16th. The Appearance Commission has requested \$3,000 to be put in the City's manager's budget for murals. Plans are to move forward based on the direction of David Montgomery and Marshall Downey with the understanding that the \$3,000.00 may not get approved. The location of the first mural may change.

d. Staff Whitmore noted that Mrs. Schuite at 308 Summitt had obtained a COA to remove four trees out of her back yard. Staff was following up on the progress of the COA and noted that all the trees had been removed out of the back yard without a COA. She asked the board for their input. Staff stated she had not spoken with the applicant at this time; nor does she know who the tree company was. Chair Nestor stated he would like to speak to the tree company. Staff Whitmore added that the historic district does have a sufficient tree canopy and she prefers that the owner plant some type of trees or shrubbery. She shared that usually when someone does not follow the guidelines; a courtesy letter is sent and then there could be a fine if the applicant does not contact the office. After ten days another letter is sent if they have not followed through. Usually the applicant is very remorseful. Chair asked staff to provide additional information before the board makes a final decision. Staff will contact Ms. Schuite.

7. NEW BUSINESS:

a. 1. Staff Whitmore provided updates on minor approved COA's (see list included by reference).

2. May 2015 is Historic Preservation Month. Ms. Whitmore wants to prepare something for next year.

3. Staff Whitmore has e-mailed everyone the Pending Tree Legislation memo. According to SHPO, the historic district would not be affected. Staff Whitmore and Mrs. Patterson will check and bring back additional information to the board.

ANNOUNCEMENTS:

Chair Nestor shared that Second Sunday is a huge success for our downtown business.

Staff Whitmore has contacted Marty Tillman with DOT about the completion date for the by-pass. It is anticipated to be finished in May 2015.

ADJOURNMENT: Chair Nestor called for adjournment: Commissioner Gordon made a motion to adjourn; seconded by Commissioner Coyle the motion passed unanimously. Meeting adjourned at 8:30 pm.

Adopted this 19th day of May, 2014.

Respectfully submitted, _____

Chair, David Nestor

ATTEST: _____

Clerk: Anne Sears

