

**MINUTES**  
**HISTORIC DISTRICT DESIGN REVIEW MEETING**  
**February 6, 2019**

1. **Call to Order/Roll Call. Present at meeting:** Gail Duman, Carol Phillips, Larry Abell, Lea Gettle, guest Shannon Moon and staff Dawn Kitzmiller.
2. **Meeting called to order** at 8:05 a.m. by Chair Gail Duman.
3. **1915 Broadway Street** – Application reviewed for updates to exterior paint, window replacements, and the addition of an exterior light. Also presented was the possibility of an alteration required on the roof drain system which could show from the ground. If that part happens, the group agreed to consider it part of this application and no additional fee would be required for review. Lea motioned to approve the application, Carol seconded, it was unanimously approved. Next, the BIG DEAL portion of the application was motioned by Lea for approval, again seconded by Carol, unanimously approved by all.
4. **Minutes from October 24, 2018, November 14<sup>th</sup>, 2018 and January 11, 2019** -- Review of the minutes, a few corrections/clarifications requested. Larry motioned to approve the minutes with the corrections, Carol seconded, unanimously approved by all.
5. **1702 Main Street** – Jackson’s sign application was reviewed. Lea motioned to approve, Carol seconded, unanimously approved by all.
6. **2104 Resort Street** – Dawn to send follow up after receiving update and approval from Fred Warner. Dawn met with the owner on an unrelated issue and they appear to believe that their property does not fall within the Historic District. Dawn to clear up that issue and request that they comply by filing the appropriate application for approval as requested previously.
7. **Completion update:** Dawn provided photos of two previously approved projects showing they are complete. Now they will move to council to approve the BIG DEAL pay outs.
8. **EBI CONSULTING letter:** After review of the letter contents, group believes that only interior alterations/additions are shown. To confirm, Larry to follow up with a call to them and will report back to the group. The group has consensus that if no obvious external alterations will happen, they have no objection to this project, contingent upon Larry’s report.
9. **2019 Oregon Heritage Summit** information presented. Meeting will be April 25, 2019 in Medford.
10. **Stockman’s Internally Lit Sign:** Group discussion about the possibility of requiring the removal of the “grandfathered in” internally lit sign for the Stockman’s building and if there was a way to remove that since it’s been vacant for more than two years. Discussion that it would conform with the Development Code for vacant buildings to have to go through a process for everything to be reviewed if they have been vacant. The group asked Dawn to draft a letter to the Realtor, in this case Mary Jo Grove, with a “cc” to the property owner letting them know that at the

point of sale the internally lit sign would likely go away to conform with the rest of the Historic District. Application for new sign will of course be necessary.

11. **Royal Café mural** –Carol is still working on this and is also planning to reach out to Kuri Gill at SHPO for any guidance they may have on “ghost murals” or “ghost signs”.
12. **CLG update** -- Dawn reported that at the last minute, Jo Mahoney withdrew her application for the CLG grant. Dawn was able to adjust the application for Mike Fiala to include the entire \$4000 so nothing was lost for Baker City. Lea motioned to officially approve this alteration as Mike’s was the only other application which qualified, Larry seconded, unanimously approved by the group.

8:50 Meeting adjourned.

13. **Next meeting date February 27th, 2019, 8:00 a.m. if needed**

**Minutes approved at March 13, 2019 meeting. Respectfully submitted by Dawn Kitzmiller - staff**