

**Minutes – Draft**  
**Historic District Design Review Committee Meeting**  
**June 1<sup>st</sup>, 2022**

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**Present:** Gail Duman (Chair), Carol Philips, Gracie Hardy and staff members Dawn Kitzmiller and Kevin Berryman.

**Absent:** Terry McQuisten, Haley Hueckman

1. **Call to Order/Roll Call:** The meeting was called to order at 8:00 a.m. by Chair Duman.
2. **Election of Chair:** Ms. Phillips nominated Gail Duman as HDDRC Chair, seconded by Ms. Hardy. Ms. Duman accepted the nomination. Ms. Phillips made a motion to appoint Dail Duman as HDDRC Chair, seconded by Ms. Hardy. Motion carried unanimously.
3. **CLG Update:** Dawn Kitzmiller provided a brief summary of the process to review the \$15,713 available for work that must be completed by August 31<sup>st</sup>, 2023. There was consensus to put a notice in the newspaper and set a meeting for July 5<sup>th</sup>, 2022 for further discussion.

4. **Review Minutes from June 1<sup>st</sup>, 2022**

**MOTION:** Ms. Philips made a motion to approved the minutes with correction, seconded by Ms. Hardy. Motion carried unanimously.

5. **Review Application for wall sign by The Trailhead – 1828/1830 Main Street**

Chair Duman provided a summary of the application.

6. **MOTION:** Chair Duman made a motion to approved the sign as described in the application at 1828/1830 Main Street, seconded by Ms. Hardy. Motion carried unanimously.

There was consensus to deny the applicant’s request for the Big Deal Grant because the application does not meet approval criteria.

7. **Review Application for Big Deal Grant by The Trailhead – 1828/1830 Main Street**

There was a brief discussion of the requirement that CLG Grant be used only for restoration and preservation. There was consensus to approve the grant only for labor and materials related to the base coat layer and protective anti-graffiti layer as described in the application.

**MOTION:** Ms. Hardy made a motion to approved the CLG Grant for Resort Street at 1828/1830 Main Street for labor and materials related to the base coat layer and protective anti-graffiti layer as described in the application, seconded by Ms. Phillips. Motion carried unanimously.

**8. Discussion of HDDRC Meeting Time/Date**

There was consensus to set the date and time of HDDRC meetings for the first and third Tuesdays of every month, at 8 am.

**9. Other Business**

The next meeting was set for July 5<sup>th</sup>, 2022 at 8 am.

**10. Adjourn:** Chair Duman adjourned the meeting at 9:15 a.m.