

Minutes – Draft
Historic District Design Review Committee Meeting
December 20th, 2022
Prepared by Baker City Building Department Staff

Present: Gail Duman (Chair), Gracie Hardy, Carol Philips, Terry McQuisten, Haley Hueckman and staff Kevin Berryman and Ashly Pearce.

Absent: None

1. **Call to Order/Roll Call:** The meeting was called to order at 8:02 a.m. by Chair Duman.
2. **Review Minutes from 11/15/2022**

MOTION: Ms. Philips made a motion to approve the minutes with correction/addition of the word “door” in the “MOTION” section, seconded by Ms. McQuisten. Motion carried unanimously.

3. **1725 Main Street – New Sign and Big Deal Grant.**

Sign

The group approved the sign on the basis that Mr. Harris submits a BDG application for the sign only. Send committee members copy of application when received. Staff was instructed to request the application from Mr. Harris.

Big Deal Grant

The BDG was approved pending receipt of sign application.

MOTION: Ms. Mc Quisten made a motion to approve application and was seconded by Ms. Phillips. Motion carried unanimously.

4. **Big Deal Grant Rules and Guidelines**

There was a brief discussion regarding the BDG rules and guidelines and that there needs to be a discussion to review and make changes if needed and present to city council for approval. These topics will be discussed at a scheduled work session.

5. **Postcard and Website Update**

There was a discussion about the committee sending postcards as community outreach reminding businesses to check the website for information regarding rules, guidelines, explanations for BDG grants, and CLG grants.

Other Business

Ms. Hardy asked the group if there were any updates on the proposed plans for the Chevron gas station and there were none.

There is a work session scheduled for Thursday, January 5, 2022 8am.

- 6. Adjourn:** Chair Duman adjourned the meeting at 8:25 a.m.