

MINUTES
HISTORIC DISTRICT DESIGN REVIEW MEETING
May 17, 2017

1. Call to Order/Roll Call. Meeting called to order at 8:00 a.m. by Chair Gail Duman. Present at the meeting, Gail Duman, Lea Gettle, Larry Abell, Jo Marlette, Daniel Buck, Carly Annable, Michelle Owen, and staff Dawn Kitzmiller.
2. Review HDDRC Meeting Minutes for March 8, 2017. After discussing a couple of minor edits, Lea motioned to accept with edits, Larry seconded, and unanimously approved by all.
3. SHPO project letters discussed by Michelle Owen with the group. Michelle indicated that she would like to see more communications by the group. Dawn to reach out to communicate to the two properties and advise that we need to receive their applications for the HDDRC review. Michelle to advise the State of Oregon the status on the projects. Michelle will copy Dawn on correspondence for HDDRC files.
4. 1912 Main Street -Haskell Building Application: reviewed by all, and discussion of scope. Lea moved to approve, Larry seconded, and it was unanimously approved by all. The Big Deal portion of the application cannot be approved at this time until applicant gives the specific task that the funds will be applied toward. Dawn to reach out and obtain that item and report back to the group. Reconsideration to be reviewed at the next meeting on May 31.
5. Flow of approvals to City Council was discussed and reviewed against the approved guidelines. Dawn to reach out to Julie to adjust our current process for all projects going forward. Review of old pending items discussed and Dawn to officially close out several with appropriate paper trail.
6. Concern was submitted by a citizen over the proposed balcony addition to 2036 Main. Dawn to reach out to citizen to obtain photos outlining the specific concern.
7. Move projected meetings to the 2nd and 4th Wednesdays of each month.
8. 8:40 a.m. meeting adjourned.