

MINUTES
HISTORIC DISTRICT DESIGN REVIEW MEETING
May 21, 2014

- 1. Call to Order/Roll Call.** The meeting was called to order at 8:01 a.m. by Chair Gail Duman. Members present included Gail Duman, Ann Mehaffy, Chris Storz, Larry Abell, Lea Hoover, Jo Marlette and staff Amy Stahman. Member Dan McQuisten was absent.
- 2. Approval of Minutes.** The Commission reviewed the minutes of the April 2, 2014 meeting. Upon the MOTION by Marlette, second by Storz, and with all in favor, the minutes of the April 2, 2014 meeting were APPROVED.
- 3. Radio Shack/HFL.** The group reviewed application to put the business names in lettering on the awnings. The members questioned who to be applying the lettering, what type of material would the letters be made out of and if the lettering would be applied to the existing awning or if new awning was going to be purchased. Duman tried to call the applicant regarding the questions and was able to leave a voicemail message. The application was pended until more information could be provided.
- 4. Other.** Abell suggested it might be helpful to have a visual summary of the sign guidelines with picture samples of designs to help business owners submit designs that are compliant with the guidelines. Several members agreed it might make the process easier for applicants. Abell said he will try to bring a draft to the next meeting.
- 5. Next Meeting.**
The next meeting was tentatively scheduled for June 4th but the members agreed they all could meet in one week to try to expedite a decision for the applicant if necessary
- 6. Adjourn.** With no other business to discuss, the meeting was ADJOURNED at 8:37 a.m.