

MINUTES
HISTORIC DISTRICT DESIGN REVIEW MEETING
October 19, 2016

1. **Call to Order/Roll Call.** Meeting called to order by chair Gail Duman. Present at meeting Dan McQuisten, Lea Gettle, Jo Marlette, Ann Mehaffy, Julie Smith, and staff Dawn Kitzmiller.
2. **Review HDDRC Meeting Minutes for: October 5, 2016.** Lea moved to accept the minutes, Ann seconded, unanimously approved.
3. **Term Expiration Dates for Commission Members:** The question of accurate term expire dates came up recently. Julie discussed the process and the way the ordinance is written. Dan moved to revise ann's current expiration date to 2019, Lea seconded, unanimously approved. Julie will take to council and report back to the group. Julie advised that Carly Annable has been approved by council to join the HDDRC, Dawn to make contact.
4. **CLG APPLICATION: 1812 Main Street** The application was submitted by property owner Dean Montgomery, and consists of a two part plan. The first part is to replace the current roof, and the estimate for that is \$13,585.00. The second part is to adjust the face of the front of the building to move the door back to previous location in the center and paint, the paint portion was quoted at \$4880, and the structural quoted at \$21,770.00. Discussion about project and verification on a few details with Kuri Gill at the State. Motion made by Lea to award \$4000 CLG funds to the roof portion of the project, Jo seconded and all unanimously approved. Dawn to contact Dean to make sure she is aware that the project must be done by August of 2017. Jo motioned to award \$500 Big Deal Grant toward the front painting project. Lea seconded, and all unanimously approved.
5. **Planning Sign Draft:** Most of the commission members would like additional time to review. Discussion about possible revisions to the HDDRC guidelines as impacted by the new sign rules. Any comments that need to be giving to the Planning Department to be submitted to Dawn via email before November 1st, 2016.
6. **Middle School:** The Commission is interested in making sure that this building gets added to the Historic Register. No update on this project at this time. Lea suggested that the Commission submit the application. Add to meeting agenda for the next meeting.

NEXT MEETING: November 2, 2016.

Meeting adjourned 8:50 a.m.

Minutes respectfully submitted by staff Dawn Kitzmiller