AGENDA ITEM _____
DATE _____

Regular Meeting
August 25, 2014

MINUTES OF A REGULAR MEETING OF THE CASA GRANDE HISTORIC PRESERVATION COMMISSION HELD ON MONDAY, AUGUST 25, 2014, AT 6:00 P.M. IN CITY HALL COUNCIL CHAMBERS, 510 E. FLORENCE BOULEVARD, CASA GRANDE, ARIZONA.

I. Call to Order:

Chairwoman Jantz called the meeting to order at 6:01 p.m.

II. Roll Call:

Rooney, Susan, Member
Hodson, Kenneth, Member
Poor, Tom, Member
Trulove, Clara, Co-Chairwoman
Jantz, Marge, Chairwoman

Absent:
Bridwell, Bill, Member (Excused)
Goff, Warren, Member (Excused)

City Staff Present:

Laura Blakeman-City Planner
Jim Gagliardi-City Planner
Linda Harris- Development Center Secretary

III. Approval of Minutes:
June 23, 2014

Chairwoman Jantz asked for changes or correction to the minutes. There were none. All were in favor of approving the minutes for the June 23, 2014 meeting.

IV. Presentations:
None

V. Unfinished Business:
A. Local Government Pass – Through Grant

Chairwoman Jantz said this item was tabled from the last meeting. Staff had

given them a list to review and make recommendations. She explained that there would be a process and the City would need to match the funds.

There was a discussion on possible options. One of the options was ~~nomination preparation~~ design guidelines. Chairwoman Jantz said that she went into the website and was not able to find the design guidelines. She said that she has a copy and they seem ok to her but she would like to compare it to the list that staff has. Chairwoman Jantz asked Mrs. Blakeman for a copy of the design guidelines so she can compare with the ones she has. Once she does this, a copy of the guidelines will be put in the packet for the next meeting for the commission to review

She also suggested doing a marketing piece to make historic property owners aware of what is required when they purchase a house in the historic district.

Member Rooney questioned how a property owner is informed when buying a house that is located in a historic district. Chairwoman Jantz said that a previous commission member who was in real estate said this information is on the deed. There was a discussion on the need for this to be in the closing papers at the title company.

Chairwoman Jantz suggested the sign nomination.

Motion was made by Member Rooney and was seconded by Co-chairwoman Trulove to table to the next meeting. All were in favor

VI. New Business:

A. Evergreen Historic Properties Monitoring

Member Rooney reported that there is some wood on the roof of the house that is adjacent to 1025 N. Kadota on the south side which appears that the owner is going to be repairing or replacing the roof. She said that this is not roofing material and it does not look like any work has started yet.

Chairwoman Jantz asked Mrs. Blakeman if staff could check into this. Mrs. Blakeman responded that she will have Code Enforcement go by and talk to the owners to see what they are planning to do.

Member Rooney also mentioned two houses for sale with two different realtors. She suggested inviting them to one of the meetings to inform them about the historic properties. There was a discussion on alerting realtors when a property is located in the historic district.

B. Historic Property Monitoring areas

There was nothing reported.

VII. Call to the Public:

None

VIII. Report by Officers:

A. Street name change "Washington Street" to "Top and Bottom Street"

Mrs. Blakeman reported that the paperwork has been submitted to the City Council for the street name change but Staff had to move the item to the September 15, 2014 council meeting. She said that the planning director explained that if Council requests an informational briefing meeting prior to the council meeting, then the request could be delayed to the next meeting. Presently, the item is tentatively scheduled for the September 15, 2014 City Council meeting. Chairwoman Jantz said she will be attending the meeting.

B. 515 E. 3rd Street – Stone Bungalow

Mrs. Blakeman reported that the property has new owners. The previous owners were cited for the height of their fence. Mrs. Blakeman said that staff had a meeting with the new owner, Jim Suor, and he has been informed of the violation and that he needs to come before the commission. He is working on addressing the issues and staff should hear from him shortly for the Certificate of Appropriateness.

C. 1112 N. Kadota Avenue

Mrs. Blakeman said that the owner was scheduled to meet with staff and has now missed two meetings. Mrs. Blakeman informed the members that a letter of action will now be sent to the owner for the Certificate of Appropriateness or Certificate of No Effect.

D. 1012 N. Brown

Mr. Gagliardi reported that he sent a letter to the property owner a few weeks ago advising them that their permit is expired and they have not had their final inspection. They were also advised that they will need to comply with the Certificate of Appropriateness guidelines.

Mr. Gagliardi said that he sent them another application and will be checking with Code Enforcement regarding the next course of action. He will also be sending out a letter of action.

E. 736 N. Center Avenue

Mrs. Blakeman said that the property owner informed her that she was going to get information from the contractor on the scope of work being done and would get back to her for the Certificate of No Effect. Staff has not received anything. Mrs. Blakeman said that she will be sending out a letter of action

to the owner.

F. 300 E. 8th Street - Fisher Memorial

Mrs. Blakeman said the property owner has applied for a demolition permit for the apartments that burned. She said that the owner will be submitting for the Certificate of Appropriateness, which will need to be done before the demolition permit can be approved. Mrs. Blakeman said that she is hoping to have this information before the next meeting.

G. Silver Bullet Bar – 1401 N. Pinal Avenue

Mrs. Blakeman informed the members that staff has tagged the address and if new owners come in to apply for a business license or permit, staff will be alerted and can inform the new owners of the commission's sign landmark project.

H. 901 N. Morrison

Chairwoman Jantz said she applied for a Certificate of Appropriateness a few months ago and was approved to replace the windows on her house. She replaced the driveway window and is now going to pursue repairing or replacing the front window.

Chairwoman Jantz said that today she applied for a Certificate of Appropriateness/Certificate of No Effect to redo the stucco on the exterior of the house.

I. Downtown Neon Market Central Signs

Chairwoman Jantz reported that in July the signs were taken down and are being repaired. They are hoping to have them back up sometime in September.

J. 301 N. Picacho Street - Johnson's Grocery Store

Mrs. Blakeman said that she recently met with some people interested in rehabbing the building. They would like to keep the interior as a shell for a future restaurant.

Chairwoman Jantz said that she contacted the realtor and gave them the information on her contact person for doing the stucco. She also informed them that the sign has been earmarked for local designation for the Sign Landmark Project.

Mrs. Blakeman mentioned that they be relocating the historic plaque that is currently on the door, to the side of the building.

K. Pinal Ways

Chairwoman Jantz said that she was contacted by Pinal Ways at Mrs. Blakeman's request to write an article on the maps and locations where the maps will be available for sale and the history plaques. She also said that there is one new location where the maps can be purchased, which is the Historical Society.

L. Historic Preservation Ordinance

Mrs. Blakeman reported that she is hoping to provide a draft of the revised ordinance in the next month or two for the commission members to review.

Chairwoman Jantz asked if there could be something put in the ordinance putting a timeline on a project to be completed once it is approved and in the event of a fire that there be a timeline to rebuild. There was a discussion on whether it could be part of the ordinance because of Proposition 207, which is a private property owner's right issue.

Mrs. Blakeman said that it could be part of the condition of approval for the permit. After a brief discussion Mrs. Blakeman said that she will look into this.

M. Evergreen Historic Plaques

Chairwoman Jantz said at a previous meeting they had a discussion regarding a realtor who was interested in getting a historic plaque for a residence in the Evergreen Historic District and that the State Historic Preservation Office said that they were entitled to have one. She said that they currently have no process in place and that she has put together some information.

Chairwoman Jantz asked for a motion to put on agenda for next month to discuss. There was a brief discussion on the possible color and style for the plaque.

Chairwoman Jantz said that the owner will be required to pay for the plaque.

Motion was made by Member Rooney and seconded by Member Hodson to put on next month's agenda for review. All Members present were in favor.

N. Casa Grande Historic Preservation Design Guidelines

Chairwoman Jantz said that this was previously discussed.

O. Term Expiration – Warren Goff (eligible for re-appointment)

Mrs. Blakeman said that she spoke with Member Goff and explained to him that he is eligible for reappointment and would still be on the commission until they have a replacement. Member Goff does not wish to be reappointed. There was a discussion on appointing a new member and the requirements they would be looking for.

IX. Future Agenda Items

A. Certificate of Appropriateness-Cameron by the Park

Mrs. Blakeman stated that she has a Certificate of Appropriateness in process for Cameron by the Park at 601 N. Cameron. She explained that they are in the process of doing some exterior and interior work to the building and she is hoping that she will have more information to provide at the next meeting.

Chairwoman Jantz requested the following items be put on the next agenda.

Casa Grande Garage - Update on the windows.

Co-op Building - Discussion on the signage.

Quijotoa Street - Further discussion.

X. Adjournment:

Chairwoman Jantz called for adjournment at 7:00 p.m.

Submitted this **15th day of September 2014,** by Linda Harris, Secretary to the Historic Preservation Commission, subject to the Commission's approval.

Approved this 22 day of Sept, 2014, by the Casa Grande Historic Preservation Commission.

Mary Jantz

Chairperson Jantz