

AGENDA ITEM \_\_\_\_\_  
DATE \_\_\_\_\_

Regular Meeting  
February 24, 2014

**MINUTES OF A REGULAR MEETING OF THE CASA GRANDE HISTORIC PRESERVATION COMMISSION HELD ON MONDAY, FEBRUARY 24, 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 6:00 p.m.

**II. Roll Call:**

Rooney, Susan, Member  
Goff, Warren, Member  
Hodson, Kenneth, Member  
Trulove, Clara, Co-chairwoman  
Poor, Thomas, Member  
Jantz, Marge, Chairwoman

City Staff Present

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

**III. Approval of Minutes:**

January 27, 2014

Chairwoman Jantz asked for approval of the minutes from January 27, 2014 with recommended changes. All were in favor of approving the minutes as corrected.

**IV. Presentations:**

None

**V. Old Business:**

None

**VI. New Business:**

**A. Initiate process of a street name change from "Washington Street" to "Top and Bottom" street.**

Chairwoman Jantz talked about the map that was given to the members showing ten addresses south of Main Avenue that currently has Washington Street as their address. She asked Mrs. Blakeman to inform them of the street name change procedure and asked about the street name change form that was being revised.

Mrs. Blakeman explained that, at the member's request, this was put on the agenda to initiate the street name change. She further explained that the process would be to divide the list of addresses amongst the members to go and talk to the property owners. The members would explain the history behind the street name change. Mrs. Blakeman provided the members with the form for the property owners to complete whether they are "in favor" or "not in favor" and said that at the next meeting a formal action could be made if the commission wants to proceed with the name change based on the response from the public.

Mrs. Blakeman said that two of the properties (202 and 218 S. Washington Street) are city owned and one is in an estate (313 S. Washington Street). Staff was asked if they would send the letter to the address on the estate. Mrs. Blakeman said that she has the property owner information, which she would provide to the members. She said that New Beginnings Church owns 213 and 215 S. Washington.

Member Goff asked what percent of the votes would be needed to proceed with the street name change. Mrs. Blakeman said that we would not have to have a certain percentage and that it would be up to the commission by vote to decide to proceed. Member Goff asked if it would have to go to council. Mrs. Blakeman said that it would. Chairwoman Jantz asked if the commission can still proceed if none of the property owners were in favor. Mrs. Blakeman said that the Commission would make the final decision by vote to proceed at the next meeting.

Chairwoman Jantz asked Mrs. Blakeman if the city would be in favor of the two city owned properties. Mrs. Blakeman said that generally Staff is in favor; however the process needs to be initiated, such as completing the street name Co-chairwoman Trulove asked if the form could be signed by owner or tenants. Mrs. Blakeman said it looks like the properties are owner occupied. She said that the members could report back if the property is a

rental. Co-chairwoman Trulove questioned if the number would change or just the street name. Mrs. Blakeman said that the only item that will change is the street name.

After some discussion the addresses were divided up amongst the members. Member Hodson asked when the forms need to be returned. Mrs. Blakeman said that the forms should be back by March 12, 2014 to be included in the packet for next month's meeting. Chairwoman Jantz asked if there would be a letter sent if the owners were determined to be out of state. There was some discussion if no one was able to be reached at the address, could a letter then be sent out or if the forms can be left at the address.

Mrs. Blakeman said that a motion would need to be made to move forward with the process to change "Washington Street" to "Top and Bottom Street". Motion was made by Co-chairwoman Trulove and seconded by Member Rooney. All were in favor (6 – 0).

**VII. Call to the Public:**

None

**VIII. Report by Officers:**

**A. Casa Grande Garage**

Mrs. Blakeman handed out a copy of an email she received from the property owner, Mr. Santos Cornejo. She explained that staff had previously sent Mr. Cornejo a letter to follow up on the Certificate of No Effect. Mrs. Blakeman said the Certificate of No Effect was approved in October 2011. The property owner, Mr. Cornejo has indicated that when they received the Certificate of No Effect there was no date for completion and this is an ongoing project. The owner said that they are financially unable to complete the project at this time and will do so when they again have the funds. Mrs. Blakeman sent a follow-up email to see if they had any time frame as to when this would be complete but has not received a response.

Mrs. Blakeman said that staff has discussed the issue of incomplete projects/deterioration etc. with the Planning Director. According to the ordinance there is a section which covers maintenance and repairs (17.62.130). Mrs. Blakeman distributed a copy to the members. It was also noted that the section covers penalties if the owner does not complete the required repairs (17.62.160).

Mrs. Blakeman said that staff would like the commission to look over the section of the ordinance and this would be put on the agenda for next month's action. If the Commission decides to recommend that this section

be enforced, there will be other sites that would fall under this section as a violation of the code and would need to be enforced.

Chairwoman Jantz questioned when the property owner, Mr. Santo Cornejo was first notified of the work not being completed. There was some discussion on this. Mrs. Blakeman said that she did not have the information with her but that the previous planner originally issued the Certificate of No Effect. This issue was recently brought up to staff and she is not sure what was previously done as there is no further correspondence regarding this issue.

Chairwoman Jantz asked if they will be asked to recommend a time limit at the next meeting. Mrs. Blakeman said that they will be asked to decide on whether to strictly enforce the repair and maintenance section of the code for all historic properties in Casa Grande.

### **B. Stone Bungalow**

Mrs. Blakeman said that staff met with the property owners and discussed the Certificate of No Effect they received for the side yard fence. The owners had the construction company build the entire fence. It was explained to the owners that a front yard fence should have been a Certificate of Appropriateness process, which needs to be approved by the commission. Mrs. Blakeman said that she believes the property owners will submit the application for the Certificate of Appropriateness shortly. She further explained that staff has informed them about the code violations for the height of the fence. The property owners will not make any corrections on their property until they come before the commission for the Certificate of Appropriateness. Mrs. Blakeman said that the front yard fence is 3 feet 9 inches and the rear yard fence is 6 feet 9 inches. The property owners have been informed that they will need to rectify this situation. Staff stated that they will be in compliance with the fence heights, if they remove a row of block from the top of the fence on the front and rear fences.

Co-chairwoman Trulove asked if an address could be brought up for concern if not on the agenda. Mrs. Blakeman said that the members could report on code violations for Staff to research. Co-chairwoman Trulove reported the house at 736 N. Center is removing the shingle roof. Chairwoman Jantz said that this property is on the national register. Mrs. Blakeman said that she would have staff look at it. Member Poor said that it looks like they are trying to rehabilitate the entire building.

Chairwoman Jantz asked if 1012 N. Brown (roof that was replaced) and the Bedillon house on E. 9<sup>th</sup> St. could be put on next month's agenda for discussion.

Member Goff brought up the house on the northeast corner of 10<sup>th</sup> St. and Lehmberg. He said that they have put up a metal fence that looks like it is four or five feet tall, higher than the 3' fence required by code

**IX. Adjournment:**

Chairwoman Jantz called for adjournment at 6:37 p.m.

Submitted this **11<sup>th</sup> day of March 2014**, by Linda Harris, Secretary to the Historic Preservation Commission, subject to the Commission's approval.

Approved this 24 day of March 2014, by the Casa Grande Historic Preservation Commission.

  
Chairperson ~~Abdallah~~ 