

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

Regular Meeting  
March 24, 2014

**MINUTES OF A REGULAR MEETING OF THE CASA GRANDE HISTORIC PRESERVATION COMMISSION HELD ON MONDAY, MARCH 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 6:03 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:**

February 24, 2014

Motion was made by Co-chairwoman Trulove and seconded by Member Rooney to approve the minutes of February 24, 2014. All were in favor. Motion passed 6-0.

**IV. Presentations:**

None

**V. Old Business:**

None

**VI. New Business:**

**A. Request by City of Casa Grande, for the following land use approval located at 510 E. Florence Boulevard, APN :**

**1. DSA-14-00023: Certificate of Appropriateness** for the installation of one kiosk sign at the City Hall campus.

Mrs. Blakeman came forward and did a brief presentation. This request was previously denied and is being brought back before the commission. The City of Casa Grande is requesting the approval of one kiosk sign located at the southwest entrance to City Hall. This is replacing the existing attached signage currently located on the Administrative/Finance Building, because the solar canopy blocks the view. The proposed sign will be 6 foot in height and 4 foot wide with the city logo incorporated into sign and will have minimal impact on the historic building.

Mrs. Blakeman covered the Certificate of Appropriateness review criteria and further explained how the sign will have no impact on the historic building and minimal impact on the site. She said that staff is recommending approval of the request and asked for questions from the members.

Member Goff said the original request was for two kiosk signs and asked if it would be brought back at a later time if they requested an additional sign. Mrs. Blakeman said, as a condition of approval, any additional kiosk directional signs shall be approved by the commission.

Co-chairwoman Trulove made the motion to approve the Certificate of Appropriateness. Motion was seconded by Member Hodson. All were in favor. Motion passed 6-0.

**B. Street name change from "Washington Street" to "Top and Bottom" street.**

Chairwoman Jantz said that staff is recommending tabling this item to the April 28, 2014 meeting due to the members being unable to make contact with the property owners. She asked Mrs. Blakeman if she would have phone numbers for the owners. Mrs. Blakeman said that the property ownership information comes from Pinal County Assessor's web site and it does not contain phone numbers.

Chairwoman Jantz asked for motion to table item to the April 28, 2014 meeting. Motion was made by Member Rooney and was seconded by Co-chairwoman Trulove. All were in favor. Motion passed 6-0.

There was further discussion that two of the members are unable to attend the April 28, 2014 meeting. Motion was rescinded by Member Rooney and seconded by Co-chairwoman Trulove. All were in favor. Motion passed 6-0.

A new motion was made by Member Rooney and was seconded by Co-chairwoman Trulove to table the "Street Name Change" item to the May 27, 2014 meeting. All were in favor. Motion passed 6-0.

### **C. City Code Section 17.62.130 Maintenance and repair**

Chairwoman Jantz stated that staff has asked that the members consider waiting to vote to move forward with this item until the ordinance has been revised. She asked Mrs. Blakeman for a possible timeline on the revised ordinance. Mrs. Blakeman said that she has a follow up meeting in two weeks with Staff and may have a better idea of a timeline at the next meeting.

Chairwoman Jantz questioned if we wait until the ordinance has been revised, what recourse, if any, they would have to address current concerns with properties.

Mrs. Blakeman stated that because the Commission decided that updating the Ordinance is a priority, any stronger enforcement of the code may be too premature as Staff does not know what changes might be suggested to the maintenance and repair section of the code.

Chairwoman Jantz asked if it is customary when an ordinance is in place the commission needs to make a motion to enforce the ordinance. Mrs. Blakeman stated that the Commission has the authority to enforce the code, however, it was Staff's impression that the commission wanted stronger enforcement in regard to boarded up windows, etc. and Staff thought it was better to wait until we have addressed the maintenance code section before proceeding.

Chairwoman Jantz asked for other discussion or comments.

### **D. CLG Survey**

Chairwoman Jantz stated that the members received a form in their packets which pertains to the upcoming Historic Preservation Commission Conference. The form has topics for the members to choose three main topics of importance.

Mrs. Blakeman requested the forms be returned to her tonight. Once she receives the forms, she will compile the information and send to SHPO. They are due to the State Historic Preservation Office (SHPO) by April 15, 2014

**E. Evergreen District/Historic Properties monitoring areas**

Chairwoman Jantz asked for reports from the members.

Co-chairwoman Trulove asked Mrs. Blakeman if she has heard anything on 515 E. 3<sup>rd</sup> St. (Stone Bungalow). She said that the owners have been there. Mrs. Blakeman said that she will report back next month because the city has not received a Certificate of Appropriateness.

Chairwoman Jantz expressed her concerns on waiting for the revised ordinance before they can take action on a property. There was some discussion on the length of time it has been on some of the properties in question.

Chairwoman Jantz asked Mrs. Blakeman for an update on 117 W Sacaton St. (Casa Grande Garage). Mrs. Blakeman said she has not received another response from the owner since the previous email.

Chairwoman Jantz asked if Mrs. Blakeman could send another letter to the owner. There was a discussion on having the letter signed by the commission. Chairwoman Jantz said that she would sign the letter.

Chairwoman Jantz stated that the owners at 1112 N. Kadota, put a fence in front yard without coming to the city for a Certificate of Appropriateness. Chairwoman Jantz requested a letter to be sent to them.

Co-chairwoman Trulove mentioned the property at 312 N Cameron. The house was demolished and a new house was built. There was a discussion on demolishing a property and the commission not being notified to take pictures of the property being demolished. Mrs. Blakeman said that the ordinance requires a Certificate of No Effect or a Certificate of Appropriateness for a demolition. Most likely the demolitions will come before the commission. Chairwoman Jantz informed Staff that it was a prior policy to notify the Commission of any demolition in the City. Chairwoman Jantz asked Staff to revisit the prior policy regarding Commission being notified of demolitions.

**VII. Call to the Public:**

None

**VIII. Report by Officers:**

A. 1012 N Brown Avenue

Chairwoman Jantz said the property owner replaced the shingles with a tile roof. Mr. Gagliardi said that he will be working on this case. He explained that the gentleman who received the violation passed away. The property is going to need a final inspection but due to the sensitivity of his death, Staff has been holding off on contacting the family. Mr. Gagliardi stated that he has made a note in the computer that they will need to address the violation before they can do the final inspection.

B. 736 N Center Avenue

Mrs. Blakeman explained that it was reported at the last meeting that the residents were removing the shingle roof. Code Enforcement was sent out to the property and the resident contacted City Staff. Staff was informed that residents replaced the rolled roofing with new rolled roofing. Staff explained that this work would fall under the category of a Certificate of No Effect, and the resident agreed to file the application.

C. 414 E. 9<sup>th</sup> Street

In response to the Commission's concerns, Staff has determined that a demolition permit was issued and prior to the demolition, someone purchased the property and the owner obtained permits to clean up the property and secure the property. The property owner's primary residence is in Wisconsin, but the owner plans on using the home for his retirement home.

Chairwoman Jantz questioned as long as house is secure nothing can be done to move the demolition process forward.

*rehabilitation*

Mrs. Blakeman stated that was correct because there are no current code violations for the property and the building is secure.

Chairwoman Jantz asked if the demolition section of the ordinance can be changed because the Commission had previously voted to

demolish the property. About two weeks later, the property was purchased by the current owner.

Mrs. Blakeman said that as part of the code revisions the demolition section will be reviewed.

Chairwoman Jantz asked Mrs. Blakeman if there have been any Certificate of No Effects submitted since the last meeting. Mrs. Blakeman said that she has nothing to report.

Member Goff asked if there will be a meeting next month since two of the members will be unable to attend.

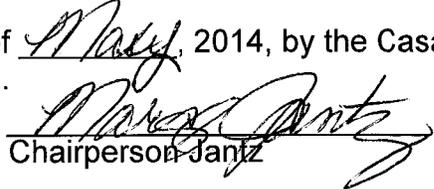
Mrs. Blakeman said that Staff still plans on holding a meeting as there may be action items that will need to be included on the April Agenda.

**IX. Adjournment:**

Chairwoman Jantz called for adjournment at 6:49 P.M.

Submitted this **7<sup>th</sup> day of April 2014**, by Linda Harris, Secretary to the Historic Preservation Commission, subject to the Commission's approval.

Approved this 27 day of May, 2014, by the Casa Grande Historic Preservation Commission.

  
Chairperson Jantz