

Historic Preservation Commission Meeting
10 N. Public Square
May 16, 2023
5:30 P.M.

I. Opening Meeting

Call to order by Chairman Frisbee at 5:30 PM

Present: Greg Frisbee, Larry Gregory, Becky Carr, David Elder, Brad Galland, Lisa Ellis,
and Vandl White

Staff Present: David Hardegree, Zack Arnold, and Keith Lovell

Absent:

The following items were discussed:

1. General:
 - A. The Commission's purpose
 - B. Defining historic preservation
 - C. Protecting a streetscape
 - D. Protecting the historic character of a structure
 - E. What does it mean to be "in keeping with the historic style or theme of a neighborhood and/or street, etc.
 - F. Certificate of Preservation vs Certificate of Appropriateness
2. Preparing for a Meeting:
 - A. Review Application
 - B. Site Visit
 - C. Review Ordinance/ Design Guidelines
 - D. Consulting with other members (No Quorum)
 - E. Consulting with Staff
3. Meeting Process and Procedures:
 - A. Procedures regarding conduct of an HPC meeting
 - B. Asking questions of the applicant
 - C. Making a motion
 - D. How to formulate a proper denial motion, etc. (Making Motions)
 - E. Making Defensible Decisions
4. Design Guidelines:
 - A. Design guidelines for accessory structures, fences, retaining walls and hardscapes
 - B. Retaining walls in a front yard vs. side or rear yards
 - C. How to properly address an applicant's request to replace the windows of a home

Chairman Frisbee adjourned the meeting at 7:23 PM.

/s/ _____
Greg Frisbee, Chairman