



TOWN OF ELIZABETH

HISTORIC ADVISORY BOARD – RECORD OF PROCEEDINGS MAY 13, 2024

CALL TO ORDER

The Regular Meeting of the Historic Advisory Board was called to order on Monday, May 13, 2024, at 4:30 PM by Chair John Quest.

ROLL CALL

Present were Chair John Quest, Historian Bob Rasmussen, and Board Members Jacque Hallett, Lynn Mitchell, and Dennis Rodriguez. Vice Chair Aimee Woodall was not present. There was a quorum to conduct business.

Also present were Community Development Director Zach Higgins, Planner/Project Manager Alexandra Cramer, Town Administrator Patrick Davidson, Deputy Town Clerk Harmony Malakowski, and Community Development Administrative Assistant Dianna Hiatt.

AGENDA CHANGES

There were no changes to the agenda as presented.

UNSCHEDULED PUBLIC COMMENT

There was no unscheduled Public Comment.

CONSENT AGENDA

1. Minutes of the regular meeting of April 1, 2024

Motion by Historian Rasmussen, seconded by Mr. Rodriguez, to approve the Consent Agenda as presented.

The vote of those Board Members present was unanimously in favor. Motion carried.

Chair Quest closed the Regular Meeting and opened the Public Hearing at 4:32 pm.

PUBLIC HEARING

2. Certificate of Appropriateness Application for 286 S Main Street



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Ms. Cramer provided a staff report.

There was no public comment.

Chair Quest closed the Public Hearing and reopened the Regular Meeting at 4:34 pm.

NEW BUSINESS

3. Discussion and possible action regarding the Certificate of Appropriateness Application for 286 South Main Street

Motion by Ms. Mitchell, seconded by Mr. Rodriguez, to approve the Certificate of Appropriateness Application for 286 South Main Street.

The vote of those Board members present was unanimously in favor. Motion carried.

4. Discussion regarding Section 16-11-40 and Section 16-11-30(b) of the Elizabeth Municipal Code

The Board asked Staff to bring back Section 16-11-40 to be discussed at the next meeting. Staff were told to move forward with the changes in Section 16-11-30(b).

5. Discussion regarding Gesin Lot RFP

The Board provided direction to Staff regarding the recommendations for the RFP. Chair Quest and Mr. Rodriguez will represent the Historic Advisory Board at the Gesin Lot RFP workshop.

6. Discussion regarding the Elimination of a Parking Minimum

Motion by Historian Rasmussen, seconded by Ms. Mitchell, to provide recommendation to the Board of Trustees the removal of minimum parking requirements for properties designated on the Local Historic Register or within a potential Historic District.

The vote of those Board members present was unanimously in favor. Motion carried.

7. Discussion regarding Historic District Survey Results

Ms. Cramer provided a summary of the survey results. Discussion followed.

STAFF REPORTS

- Planner/Project Manager Cramer provided updates regarding:
 - Munibit
 - Plaques



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- Façade Grant Program
- Main Street Networking Event
- Reminder regarding Board of Trustees Joint Workshops

BOARD REPORTS

- Chair Quest had a question regarding the availability of the Streetscape draft plans.
- Mr. Rodriguez requested the times of the upcoming meetings.

ADJOURNMENT

Motion by Historian Rasmussen, seconded by Mr. Rodriguez, to adjourn the meeting at 6:30 PM. The vote of those Board Members present was unanimously in favor. Motion carried.

Chair John Quest

Town Clerk Michelle Oeser