

I. PROCEDURES

- A. Call to Order Vice-Chairman Jim Bultema called the meeting to order at 10:00 a.m.
- B. Pledge of Allegiance The Pledge of Allegiance was recited.
- C. Roll Call Vice-Chairman Jim Bultema and Commissioners Andrea Dunn, Yvette Hudson and Norma McDowell were present, and they constituted a quorum. Commissioner Mike Besler was absent. Present from City Staff were City Manager Skylor Miller, Chief Building Inspector Tim Pettit, and City Clerk/HR Director Pamela Galvan.
- D. Approval of minutes for September 13, 2016. Commissioner Hudson made a motion to approve the Minutes from September 13, 2016, as presented. Commissioner McDowell seconded the motion, and it carried 4-0.
- E. Adopt Agenda Commissioner McDowell made a motion to approve the Agenda, Commissioner Dunn seconded the motion, and it carried 4-0.

II. AGENDA ITEMS

- A. Discussion and possible decision to approve a strip of neon to 144 W. Route 66: Bistro/Historic Brewing Co.
-) Jeremy Peasley from Bistro/Historic Brewing Co. made a brief presentation about neon lighting they would like to apply to the top of the building.
-) There was discussion regarding the allowed amount of lumens.
-) Staff Report proposed neon strip to be no greater than 40 lumens per square foot to be in compliance with Coconino County Dark Sky Ordinance. He will need to pull a permit and provide specifications on neon lighting prior to installing. The neon strip cannot be on top of the wall where it is accessible to public, but lower on the wall itself.
- Vice-Chairman Bultema asked for a motion on the requested placement of neon lighting. Commissioner McDowell made the motion to approve the placement of a neon light strip noting that it be in compliance with the Dark Sky Ordinance. Commissioner Dunn seconded the motion; motion carried 4-0.

B. Discussion and possible decision to approve resubmittal of projecting sign at 309 W. Route 66: Oh Sweetie! Homemade Ice Cream Candy & Treats.

-) Mike Kennelly reminded the Commission that they had approved their pervious sign in September and that they have made some small changes to the design. Mike noted that the red in the new sign design will match the red on the building. They are also requesting to hang a goose neck light.
-) Staff Report notes that the resubmitted sign meets Sign code. The sign will still attach to the existing bracket, and they are removing the existing spot lights and installing new historic goose neck lighting.
-) Commissioner Dunn made a motion to approve the resubmitted sign for Oh Sweetie! as presented. Commissioner McDowell seconded the motion, and the motion carried 4-0.

III. REPORTS AND INFORMATIONAL ITEMS

A. Commissioners

-) Commissioner Hudson inquired if there is any way to get the owners of the Sultana to repaint the building; it should be in code.
-) Tim Pettit said he will send out a letter from abatement to paint.
-) Commissioner McDowell spoke of an adopt-a-box program she saw on a recent trip back east.

B. Staff Reports

-) Skylor Miller would like to have the Historic Preservation Commission present an award to a business that takes care of their building in the Downtown Historic District. Some public recognition would be nice; maybe Council can do a proclamation. This should be discussed at their next meeting.

IV. ADJOURN

Commissioner McDowell made the motion to adjourn the meeting; seconded by Commissioner Dunn. The meeting adjourned at 10:15 a.m.

Vice-Chairman

Attest:
