

I. PROCEDURES

- A. Call to Order Chairperson Hudson called the meeting to order at 10:12 a.m.
- B. Roll Call Commissioners Yvette Hudson (Chairperson), and Andrea Dunn were in attendance. Commissioners Jim Bultema, Al Dunaway, Carol McElwain, Norma McDowell and Clyde Polson were in attendance. Also present were Tim Pettit, Building Inspector, Pam Galvan, new Administrative Assistant, and Susan Kerley, City Clerk/HR Director.
- C. Adopt Agenda Since a quorum was not present, no decisions were made.

II. AGENDA ITEMS

- A. Courtesy review of the donation of the old airport tower to Cibola County Historical Society for renovation and use in their Historic Air Park:
T. Pettit The two Commissioners in attendance reviewed the proposal and agreed that the tower was going to be put to good use in Cibola County, New Mexico.

IV. ADJOURN

The meeting adjourned at 10:19 a.m.

I. PROCEDURES

- A. Call to Order Chairperson Hudson called the meeting to order at 10:01 a.m.
- B. Roll Call Commissioners Yvette Hudson (Chairperson), Jim Bultema, Al Dunaway, Andrea Dunn, and Clyde Polson were in attendance. Commissioners McElwain and McDowell were not present.
- C. Adopt Agenda Chairperson Hudson moved to adopt the agenda as presented. Commissioner Dunaway seconded, and the motion carried 5-0.
- D. Approval of Minutes: Oct. 19, 2010. Commissioner Polson moved to approve the minutes as presented. Commissioner Dunn seconded and the motion carried 5-0.

II. AGENDA ITEMS

- A. Discussion and decision regarding plans for building restoration at 144 W. Route 66 requested by Mike Cowen Chairperson Hudson opened with Michael Cowen's application for restoration. Mr. Cowen spoke of rehabilitation, his research, and the original construction that included Victorian style in part of the building. He showed the commission several framed photographs of Old Route 66, and proceeded to show them graphics of his plan with restorations to be done in two phases. Chairperson Hudson and reviewed the application with all. Commissioner Bultema noted Mr. Cowen's presentation to be the best he has seen; all agreed. Chairperson Hudson motioned to approve the planned restoration; all were in favor, and the motion carried 5-0.
- B. Discussion and decision regarding plans for signage and exterior treatments at 229-233 W. Route 66 requested by John Peasley John Peasley came forward to show his signage request as well as temporarily tacking diamond plate to the sandstone. Chairperson Hudson spoke of requirements, additional expansion and neon lights. Chairperson Hudson asked if there was any more discussion; Commissioner Dunaway questioned the colors to be changed. Mr. Peasley explained the color change. Commissioner Dunn inquired on the time frame; Mr. Peasley was not sure. Chairperson Hudson inquired about the interior of the former business, Mountain Joy; Mr. Peasley explained it has been refurbished. Chairperson Hudson inquired on the condition of the corner edge of the building. Mr. Peasley stated he would like to clean and fill previous holes. Chairperson Hudson made a motion to approve the application. Commissioner Polson seconded; all were in favor, and the motion carried 5-0.

IV. ADJOURN

Commissioner Dunn moved to adjourn, Commissioner Dunaway seconded and the meeting adjourned at 10:30 a.m. on a 5-0 vote.

I. PROCEDURES

- A. Call to Order Chairperson Hudson called the meeting to order at 10:01 a.m.
- B. Roll Call Commissioners Yvette Hudson (Chairperson), Jim Bultema, Al Dunaway, and Clyde Polson were present and constituted a quorum. Commissioners Carol McElwain, Norma McDowell and Andrea Dunn were not in attendance. Representing City Staff was Building Inspector Tim Pettit and Administrative Assistant Pamela Galvan.
- C. Adopt Agenda Chairperson Hudson made a motion to approve the Agenda with one change: The applicant's name should be changed from John Peasley to Jeremy Peasley. (This correction was noted and is hereby made.) Commissioner Dunaway seconded the motion and it carried 4-0.
- D. Approval of
Minutes: March 15,
2011 Commissioner Dunaway moved to approve the minutes as presented. Commissioner Bultema seconded, and the motion carried 4-0.

II. AGENDA ITEMS

- A. Discussion and
decision on request
from Jeremy
Peasley for
approval of
signage and
exterior treatments
at 120 W. Route 66 Jeremy Presley explained how he would use the existing wall anchors to adhere his new sign.

Commissioner Dunaway made a motion to accept this method of anchoring the sign as explained. Commissioner Bultema seconded, and the motion carried 4-0.
- B. Discussion and
decision on request
from Larry King
for approval of
signage at 301 W.
Route 66 Larry King was not present for questions. Chairperson Hudson inquired on tabling it; Commissioner Dunaway made a motion to deny. Commissioner Polson seconded, and the motion to deny carried 4-0.
- C. Discussion and
decision on request
from Brad & Cara
Richmann for
approval of
signage at 325 W.
Railroad Ave. Brad Richmann brought sample signage to show the Commissioners and described the colors they would like to use.

Commissioner Bultema made a motion to approve. Commissioner Dunaway seconded, and the motion carried 4-0.

III. REPORTS AND INFORMATIONAL ITEMS

- A. Commissioners Commissioner Bultema questioned the requirement for applicants to provide color signage with their application. Tim Pettit, Chief Building Inspector, stated that providing a color photocopy is a required part of the application process and that, if the applicant does not provide them, the Commission may deny the request for approval.
- Commissioner Bultema expressed his desire for the Historic Preservation Commission to have their recommendation on applicants be taken into consideration for the anticipated vacancy on this Commission.
- Chairperson Hudson asked Tim Pettit, Chief Building Inspector, about the City's ability to get the Canyon Club to complete their work. He noted May or June as a time they would continue their work.
- There was additional discussion regarding "ghost signage", preserving the writings inside the Polson building and its roof deterioration.
- Chairperson Hudson will be attending a State Historic Commission meeting this June in Tucson.
- B. Main Street Chairperson Hudson noted that Main Street met on Friday, and they are in the process of tidying up the verbiage for the Main Street Ordinance for zoning changes. There will be a special meeting on April 20th at 11:30 a.m. where Thad Johnson will go over final documentation.
- C. Staff Reports None

IV. ADJOURN

Commissioner Bultema moved to adjourn, Commissioner Dunaway seconded, and the meeting adjourned at 10:20 a.m. on a 4-0 vote.

I. PROCEDURES

- A. Call to Order Chairperson Hudson called the meeting to order at 10:02 a.m.
- B. Roll Call Commissioners Yvette Hudson (Chairperson), Jim Bultema, Al Dunaway, Clyde Polson and Norma McDowell were present and constituted a quorum. Commissioners Carol McElwain, and Andrea Dunn were not in attendance. Representing City Staff was Building Inspector Tim Pettit and Administrative Assistant Pamela Galvan.
- C. Adopt Agenda Commissioner Dunaway made a motion to approve the Agenda, Commissioner McDowell seconded the motion, and it carried 5-0.
- D. Approval of
Minutes: April 12,
2011 Commissioner Polson moved to approve the minutes as presented. Commissioner Duanway seconded, and the motion carried 5-0.

II. AGENDA ITEMS

- A. Discussion and decision on request from John Holst for approval of wall signage and warehouse style exterior lighting at 137 W. Railroad. Mr. Holst presented his application with the Commission. Commissioner Hudson asked which side of the building the sign is to be applied to. Mr. Holst replied that it would be facing Route 66. Commissioner Hudson asked if Commissioners had further questions for Mr. Holst. Commissioner McDowell asked about the length of time the lighting would be on nightly; Mr. Holst confirmed it would be on a set timer. Mr. Holst suggested that perhaps neon lighting might be more appropriate in the future, but for now he will be sticking with the requested lighting approval. Commissioner Dunaway made a motion to approve. Commissioner Polson seconded, and the motion carried 5-0.
- A. Discussion and decision on request from Larry King for approval of signage at 301 W. Route 66 Commissioner Hudson opened the discussion. Commissioner Dunaway inquired as to the sign's location. Commissioner Hudson confirmed that a temporary sign must be over the existing sign. Commission Hudson inquired about the sign's material. Mr. King explained that it would be a plastic/vinyl material. Commissioner Bultema inquired about lighting. Mr. King stated that lighting is already there. He would be replacing the existing bulbs with new ones. Tim Pettit directed that the bulbs must meet the "dark sky" ordinance. Commission Bultema made a motion to approve the signage with the stipulation that the city staff will ensure the lighting set-up is "dark sky" compliant. Commissioner Polson seconded, and the motion to approve carried 5-0. Commission McDowell inquired if the original Sultana sign be replaced at the end of term. Mr. King said his new sign would be removed to unveil the original sign still in its place.

- C. Discussion and decision on request from Amy Fredrickson for approval of 2nd street lighting, rope lighting and a mural made of hand painted tiles at 145 W. Route 66.
- Mrs. Fredrickson spoke about the lack of lighting down Second Street and began her presentation with the lighting. Mrs. Fredrickson noted the conduit will be painted to match the building. Cones that cover the bulbs that she has ordered should arrive in approximately one week. Next, Mrs. Fredrickson began presentation of the mural request. Commissioner Bultema inquired if her artist has done murals before; She replied, "yes." Commissioner Hudson asked if the wall had been painted before. Mrs. Fredrickson replied, "it's painted on, it's not exposed brick, it's painted wall." The length of the mural will be from the corner to the first door on the wall. Commissioner Bultema asked if they would be expanding the mural; her reply was "no." The next item Mrs. Fredrickson presented was temporary rope lighting along the parapet. Commissioner Hudson confirmed 90 days was the maximum time allowed for the lights to be up. Discussion went on regarding temporary rope lighting and what's appropriate for the District. Commissioner McDowell suggested tabling both the rope lighting and street lighting until next meeting, June 12, 2011, so that some research can be done. Mrs. Fredrickson then presented the hand painted tiles project that would be done by children; they would be attached to the building next to the mural; this is going to be a fundraiser project. After some discussion, Mrs. Fredrickson withdrew her request for the tile project. Commissioner Bultema made a motion to approve the mural with the understanding that it is to go before the Main Street Design Committee and has to receive their approval as well, for it to go through. Commissioner Polson seconded, and the motion carried 5-0.
- D. Discussion and decision on request from Western Outfitters for approval of signage at 316 W. Route 66.
- The Commission denied application; no one appeared to represent Western Outfitters.
- E. Discussion and decision on request from Jeremy Hassen for approval of exterior neon lighting and trim painting at 124 W. Route 66.
- Mr. Hassen explained how he is going to repaint the trim a rustic brown around the windows and would be applying neon tubing above the windows. Commissioner Dunaway made a motion to approve. Commissioner Polson seconded, and the motion carried 5-0.

III. REPORTS AND INFORMATIONAL ITEMS

A. Commissioners Commissioner Hudson read the letter of resignation from Commissioner McElwain. Commissioner Bultema requested the City write a “thank you” letter to Carol McElwain. Pamela Galvan will draw up a letter for the City to send. Commissioner Hudson mentioned the City’s new abatement officer, her job and the Bowdon building being sand blasted. Tim Pettit noted that the building was painted. Commissioner Hudson said it was a big improvement. Mike B stated he likes the job LaNita is doing in and around the city; great improvements.

B. Main Street Their next meeting will be this Friday, May 13th at noon.

C. Staff Reports Tim Pettit reported that Carol Glassburn and the Clean & Beautiful group will be painting homes.

IV. ADJOURN

Commissioner McDowell made a motion to adjourn, Commissioner Dunaway seconded, and the meeting adjourned at 11:19 a.m. on a 5-0 vote.

The meeting reconvened at 11:20 a.m. to address Western Outfitters’ Ms. Tamara Bloomberg. Ms. Bloomberg provided an email from National Bank of Arizona ,owner of the subject property, authorizing her to put up signage on the building located at 316 W. Route 66. Commissioner McDowell made a motion to approve. Commissioner Dunaway seconded, and the motion carried 5-0.

At 11:24 a.m., the meeting adjourned.

Polson Warehouse Stage.

Chairperson Hudson will check with the State to see if anything can be attached to the building and will complete any other research before the next meeting on June 14, 2011, at 10:00 a.m. Commissioner Bultema noted that one argument is that a roof will protect the sign on the building.

III. ADJOURN

Commissioner McDowell made a motion to adjourn, Commissioner Polson seconded, and the meeting adjourned at 10:29 a.m. on a 5-0 vote.

I. PROCEDURES

- A. Call to Order Chairperson Hudson called the meeting to order at 10:04 a.m. and introduced newly appointed Commissioner, Mike Besler.
- B. Roll Call Commissioners Yvette Hudson (Chairperson), Jim Bultema, Clyde Polson, Andrea Dunn (arrived 10:09) and Mike Besler were present and constituted a quorum. Commissioners Al Dunaway, and Norma McDowell were not in attendance. Representing City Staff was Building Inspector Tim Pettit and Administrative Assistant Pamela Galvan.
- C. Adopt Agenda Commissioner Bultema made a motion to approve the Agenda, Commissioner Polson seconded the motion, and it carried 4-0.
- D. Approval of
Minutes: May 10,
2011 and June 3,
2011 Commissioner Polson moved to approve the minutes as presented. Commissioner Besler seconded, and the motion carried 4-0.

II. AGENDA ITEMS

- A. Discussion and decision on construction of a community stage adjacent to the Babbitt-Polson Warehouse.
- Dennis Nelson provided Commissioner Besler with a photo to assist him in becoming familiar with the Babbitt-Polson Warehouse proposed stage concept.
 - Dennis Nelson provided a (draft) of stage project recommended conditions.
 - Chairperson Hudson read Arizona's Historic Preservation guidelines; her interpretation is that there is no problem - they will not be in violation of the guidelines with the project.
 - Commissioner Besler questioned if the structure is compatible with the existing beams and expressed concern with cutting away some of the tin.
 - Dennis Nelson noted the protection the extension of the roof would provide to the east wall exterior.
 - Commissioner Besler inquired on additional door.
 - Dennis Nelson stated there would not be an additional door installed; they will make use of the existing sliding door.
 - Commissioner Bultema inquired on lighting.
 - Tim Pettit stated it would be under the canopy.
 - There was further discussion regarding signage in front of the stage.
 - There was discussion of a ramp, how it should be constructed, and how it is to be covered, i.e., with tin to match the structure.
- Commissioner Bultema made a motion to approve in concept, the community stage adjacent to the Babbitt-Polson Warehouse.

Commissioner Polson seconded the motion, with specifics to be determined at each step of the process with the stage to be built as presented. The motion carried 5-0.

B. Discussion and decision on Second Street and rope lighting at 145 W. Route 66

- Tabled again until next month, July 12, 2011, at 10:00 a.m.

C. Discussion and decision on Grand Canyon Jeep Tours signage at 202 W. Route 66

- Mr. Koohns explained why there are changes in signage from their existing sign: the business has changed somewhat.
- Commissioner Besler is concerned with the number of holes left behind from previous signs in the building. He inquired if Mr. Koohns will be repairing this. Otherwise, the Commissioner has no other concerns.
- Tim Pettit suggested repairing the holes with colored mortar.

Commissioner Besler made a motion to approve the sign with the stipulation that Mr. Koohns properly repair any holes he may leave behind when installing the new sign. Commissioner Dunn seconded the motion. The motion carried 5-0.

D. Discussion and decision on Camp Civitan projecting signage on existing bracket at 125 W. Route 66

- Ms. Trapp first addressed the fact that the address noted is incorrect and should read 129 W. Route 66.
- Ms. Trapp went over the request to hang the two-sided sign from the existing brackets. Not requested but addressed all the same is her wish to paint the window trim of the store front.
- Chairperson Hudson stated that the Laundry sign should not be removed. Ms. Trapp asked to paint over it.
- There was discussion about the sign with the conclusion that it is "ok" to take the sign down or paint over it.
- Chairperson Hudson directed Ms. Trapp to apply for painting and additional signage.
- Chairperson Hudson provided Ms. Trapp with a color chart from Ace Hardware from which to choose the color.

Commissioner Bultema made a motion to approve the sign and Commissioner Besler seconded the motion. The motion carried 5-0.

III. REPORTS AND INFORMATIONAL ITEMS

A. Commissioners

- Commissioner Bultema thanked Mike Besler for his due diligence with the various projects brought before the commission.

- Commissioner Dunn questioned the happenings at Canyon Club. Tim Pettit said they removed the old tiles and are still in process of repair.
 - Commissioner Bultema inquired about the mural requested by the Grand Canyon Hotel. The discussion moved to reading the written ordinance regarding murals and Main Street's recommendation.
 - Tim Pettit said he is trying to put together some guidelines for Main Street businesses.
- B. Main Street
- Chairperson Hudson spoke of the recommendation from Main Street and Commissioner Bultema noted that he approved the mural in its entirety. Chairperson Hudson felt she was not as sure about the mural at this point as she was not feeling well the day of the last meeting.
- C. Staff Reports
- Tim Pettit is trying to present guidelines for businesses building within the Historic District.
 - Pam Galvan is to make a copy of the mural ordinance for Mike Besler as well as a map of the Historic District.
 - Tim Pettit and Chairperson Hudson both approve the lighting at the Grand Canyon Hotel; it is appealing, however, they feel rope lighting will take away.
 - Commissioner Besler inquired as to the whereabouts of the cones the Fredricksons were to install on their lighting. As far as rope lighting, esthetically he doesn't feel it belongs; all agreed.

IV. ADJOURN

Commissioner Polson made a motion to adjourn. Commission Dunn seconded, and the meeting adjourned at 11:19 a.m.

I. PROCEDURES

- A. Call to Order Chairperson Hudson called the meeting to order at 10:05 a.m.
- B. Roll Call Commissioners Yvette Hudson (Chairperson), Jim Bultema, Al Dunaway, Andrea Dunn and Mike Besler were present and constituted a quorum. Commissioners Clyde Polson, and Norma McDowell were not in attendance. Representing City Staff was Building Inspector Tim Pettit, Administrative Assistant Pamela Galvan and City Clerk Susan Kerley.
- C. Adopt Agenda Commissioner Dunaway made a motion to approve the Agenda, Commissioner Bultema seconded the motion, and it carried 5-0.
- D. Approval of Minutes:
June 14, 2011 Commissioner Dunn moved to approve the minutes as presented. Commissioner Duanway seconded, and the motion carried 5-0.

II. AGENDA ITEMS

- A. Discussion and decision regarding temporary paneling over existing sandstone and addition of fixtures to be attached, not bonded, thru the sandstone at 229 W. Route 66:
John Peasley *(Tabled until August 9th, 2011 HPC meeting.)*
- B. Discussion and decision regarding 2nd Street rope lighting at 145 W. Route 66 *(Tabled from 5.10.11 and 6.14.11 HPC meetings.):*
Amy/Oscar Fredrickson
 - Mrs. Fredrickson rescinded the hotels initial request to hang rope lighting from the parapets of the building at 145 W. Route 66.

C. Discussion and decision regarding proposed mural at 145 W. Route 66 due to procedural irregularities in the earlier review of this project:
Amy/Oscar Fredrickson

- City Clerk Susan Kerley explained the reason for another review of the mural request due to initial process that was taken.
- Commissioner Bultema inquired if Main Street was going to review it again too. Ms. Kerley stated “no” and explain why not.
- Chairperson Hudson read the Main Street minutes from May 13, 2011 and the remarks regarding the mural.
- Commissioner Bultema inquired as to had there been any changes since the initial request. Mrs. Fredrickson noted the changes that were presented with the packet today are all that will be made. (Removal of the wording “Gateway to” over the door and a reduction in size (60%) of the SR71.)
- Commissioner Besler requested that the Fredrickson’s obtain references from the artist; as suggested in the city code. Mr. Fredrickson stated none will be provided; he will not have the artist jump through our hoops.
- Commissioner Dunaway noted that two other murals had references
- Commissioner Bultema said that the Fredrickson’s presentation should be enough, feels the mural meets the guidelines and is acceptable in his opinion.
- Chairperson Hudson noted the code.
- Commissioner Besler discussed the size of the mural and feels that it is too large for the building. He suggested the commission do a field trip over to the building to observe.
- Commissioner Dunaway discussed possible expansion and how there would have to be a request submitted and an approval again.
- Commissioner Besler stated that the size is still an issue.

Commissioner Dunn made a motion to approve the mural and Commissioner Bultema seconded the motion.

Vote: Dunaway –Yea Bultema – Yea Dunn- Yea Besler-Nea; 3-1 vote. Hudson not voting recused herself from the vote.

D. Discussion and decision regarding a projection sign at 316 W. Route 66:
Tamera Bloomberg

- Ms. Bloomberg requested to hand the sign above the awning.
- Commissioner Besler inquired as to the size and location of sign, as well as bracket type to be used.
- Mr. Pettit noted the sign to not go be greater than 5 feet from the building.

Commissioner Dunaway made a motion to approve the sign and Commissioner Dunn seconded the motion. The motion carried 5-0.

III. REPORTS AND INFORMATIONAL ITEMS

A. Commissioners

- Commissioner Bultema want picture(s) of completed projects presented to Historic Preservation Commission along with request. (*completed projects should be (proposed projects)*)

B. Main Street

- None

C. Staff Reports

- Mr. Pettit noted that Council has approved the stage project and Laura Nagel is working on it.
- Commissioner Bultema questioned if the stage is going to be attached to the building. Mr. Pettit's response was "no."
- Chairperson Hudson is providing notes from her meeting with the State Historic Preservation to council. Chairperson also noted how neon signs are a large part of our history.

IV. ADJOURN

Commissioner Dunn made a motion to adjourn. Commission Dunaway seconded, and the meeting adjourned at 10:35 a.m.

I. PROCEDURES

A. Call to Order

Chairperson Hudson called the meeting to order at 10:09 a.m.

B. Roll Call

Commissioners Yvette Hudson (Chairperson), Al Dunaway, Andrea Dunn and Norma McDowell were present and constituted a quorum. Commissioners Jim Bultema, Clyde Polson, and Mike Besler were not in attendance. Representing City Staff was Building Inspector Tim Pettit, Administrative Assistant Pamela Galvan and Interim City Manager Joe Duffy.

C. Adopt Agenda

Commissioner Dunaway made a motion to approve the Agenda, Commissioner Dunn seconded the motion, and it carried 4-0.

II. AGENDA ITEMS

A. Recommendation of materials list, estimate and stage renderings for the construction of the community Babbitt-Polson Warehouse Stage.

- Dennis Nelson started by explaining his progress since the last meeting. He explained the four renderings provided to the commission, as well as the estimated materials list.
- Mr. Nelson noted the signs initially shown down in front of the stage, now absent from the renderings, will and can be discussed at a later time.
- Mr. Nelson spoke of the type of finish on the beams to be used. They will be a rough saw finish with antiquing done on them as well.
- Mr. Nelson showed the side view rendering and explained the products to be used and the extension ramp.
- Mr. Nelson spoke of constructing the platform of possibly wood.
- Mr. Nelson reiterated the stage will be completely detached and yet provide shade to the existing print on the building.
- Mr. Nelson requests input from the Historic commission on the tin's coloration.
- Mr. Nelson spoke of covering the meter box with tin also.
- Commissioner McDowell inquired on the beginning date of this project.
- Mr. Nelson replied with, Sunday the 31st of July.
- Commissioner Dunn likes the fact that the stage will not be attached to the building.
- Mr. Nelson spoke of demarcation of roof.
- Mr. Nelson spoke of the community's involvement with the project and the time being donated to the construction.
- Mr. Nelson went over cost and additional contributions.
- Commissioner Hudson spoke of her gratitude with the

community's involvement as well as with the use of the building.

- Mr. Nelson spoke of additional ideas for the use of the stage.
- Commissioner McDowell asked about seating.
- Joe Duffy spoke of the requirement to put up a fence next and do concrete work before seating.

Commissioner Dunaway made a motion to recommend the materials list, estimate of work and stage renderings. Commissioner McDowell seconded the motion. The motion carried 4-0.

III. REPORTS AND INFORMATIONAL ITEMS

A. Commissioners • None

B. Main Street • None

C. Staff Reports •

IV. ADJOURN

Commissioner Dunaway made a motion to adjourn. Commission McDowell seconded, and the meeting adjourned at 10:27 a.m.

I. PROCEDURES

- A. Call to Order Commissioner Bultema called the meeting to order at 10:00 a.m.
- B. Roll Call Commissioners Jim Bultema, Al Dunaway, Andrea Dunn and Mike Besler and Clyde Polson (late) were present and constituted a quorum. Commissioners Yvette Hudson (Chairperson), and Norma McDowell were not in attendance. Representing City Staff was Administrative Assistant Pamela Galvan.
- C. Adopt Agenda Commissioner Dunn made a motion to approve the Agenda, Commissioner Dunaway seconded the motion, and it carried 4-0.
- D. Approval of Minutes: July 12, 2011 and July 27, 2011 Commissioner Dunaway moved to approve the minutes as presented. Commissioner Bultema requested an amendment to page 3 on the July 12, 2011 minutes. Under REPORTS AND INFORMATIONAL ITEMS A., it should read “**proposed projects**”, not completed projects. Commissioner Dunaway made a motion to approve the amended minutes for July 12, 2011 and approved the minutes for July 27, 2011. Commissioner Besler seconded, and the motion carried 4-0.

II. AGENDA ITEMS

- A. Discussion and decision regarding temporary paneling over existing sandstone and addition of fixtures to be attached, not bonded, thru the sandstone at 229 W. Route 66:
John Peasley
- Josh Peasley appeared at the request of John Peasley in his absence. Mr. Peasley proceeds to explain the request of temporary paneling.
 - Commissioner Besler inquired on the paneling being temporary and if the existing wood underneath the sandstone was salvageable.
 - Mr. Peasley stated that the wood underneath is in poor condition.
 - Commissioner Bultema noted that the paneling would carry on the appearance existing on the adjacent store front.
 - Commissioner Bultema questioned why it would not be permanent since the “original” material is wood.
 - Mr. Peasley stated so that in the future if it is the desire of another it may be taken down without damage.
 - Commissioner Polson noted that the sandstone was installed approximately in the year 1950; it was popular.
 - Commissioner Besler agreed with Commissioner Bultema that it would be nice if it were permanent; just remove the stone.
 - Commissioner Bultema noted it would make for a good argument, going back to the original material by making it permanent.
 - Commissioner Bultema likes the update provides a continuous look to the store fronts.

Commissioner Dunn made a motion to approve the request to install paneling over the sandstone at 229 W. Route 66. Commissioner Polson seconded the motion. The motion carried 5-0.

III. REPORTS AND INFORMATIONAL ITEMS

- A. Commissioners
- Commissioner Bultema announced a fund raiser for the youth of Williams being held Saturday, August 20th at 5:00 p.m.

- B. Main Street
- None

- C. Staff Reports
- None

IV. ADJOURN

Commissioner Dunn made a motion to adjourn. Commission Besler seconded, and the meeting adjourned at 10:14 a.m.

I. PROCEDURES

- A. Call to Order Chairperson Hudson called the meeting to order at 10:00 a.m.
- B. Roll Call Commissioners Yvette Hudson (Chairperson), Jim Bultema, Andrea
Dunn (attended for vote) and Mike Besler were present and
constituted a quorum. Commissioners Al Dunaway, Clyde Polson,
and Norma McDowell were not in attendance. Representing City
Staff was Building Inspector Tim Pettit and Administrative Assistant
Pamela Galvan.
- C. Adopt Agenda Commissioner Bultema made a motion to approve the Agenda,
Commissioner Besler seconded the motion, and it carried 3-0.

II. AGENDA ITEMS

- A. Discussion and • Mr. Williams produced a color rendition of the sign to be hung.
decision regarding • Tim Pettit noted that the sign fits within the requirements for
signage and solar size and that solar lighting is ok.
lighting at 309 W. • Commissioner Besler inquired on the finish of the sign.
Route 66 • Commissioner Besler noted the color fits the building and
Chairperson Hudson agreed.
• Chairperson Hudson noted that she is unaware of anyone else
possessing solar lighting for their signage.
• Tim Pettit noted that because of the solar panels location it will
not be receiving light in the winter.
• Commissioner Besler did not care for the solar panel presented
and suggested attaching the panel to the roof. He had done
some online research finding a product that would work. He
likes the idea of going solar and this particular product, once
fully charged could last for 12 hours.
• Chairperson Hudson inquired if the light shines down with a
shield.
• Tim Pettit asked that Mr. Williams be sure the owner is “ok”
with a solar panel being attached to the roof.
• Commissioner Besler suggested that the panel may be attached
to the back of the parapet; and noted that solar is better for the
community.

Commissioner Bultema made a motion to approve the sign as presented and solar lighting with the stipulation that the solar panel is attach to the roof out of sight and the wiring be appropriately concealed in conduit to match the building. Commissioner Besler seconded the motion. The motion carried 4-0.

IV. ADJOURN

Commissioner Bultema made a motion to adjourn. Commission Besler seconded, and the meeting adjourned at 10:12 a.m.

I. PROCEDURES

- A. Call to Order Chairperson Hudson called the meeting to order at 10:01 a.m.
- B. Roll Call Commissioners Yvette Hudson (Chairperson), Jim Bultema, Al Dunaway, Andrea Dunn, Norma McDowell and Mike Besler were present and constituted a quorum. Commissioner Clyde Polson was not in attendance. Representing City Staff was City Building Inspector Tim Pettit and Administrative Assistant Pamela Galvan also Elected Official Mayor John Moore.
- C. Adopt Agenda Commissioner Bultema made a motion to approve the Agenda, Commissioner Dunaway seconded the motion, and it carried 6-0.
- D. Approval of Minutes: August 9 and August 24, 2011
(No meeting held in September) Commissioner McDowell moved to approve the minutes as presented. Commissioner Dunn seconded, and the motion carried 6-0.

II. AGENDA ITEMS

- A. Discussion and decision regarding new signage at 145 W. Route 66, Suite D
- Ms. Stankov introduced herself and her husband. She described the items they are selling in their shop.
 - Commission Bultema asked her to explain their sign.
 - Mr. Stankov explained that the sign is hand painted and is from old WWII bombers.
 - Commissioner Bultema asked if it is painted on both sides.
 - Mr. Stankov replied, "Just the one side facing Route 66 and the back will list some of the items for sale within the shop."
 - Commissioner Besler inquired as to the type of wood used in making the sign.
 - Mr. Stankov replied, "Solid wood."
 - Commissioner Besler stated that he would not approve the sign until he sees the back.
 - Mr. Stankov went over the details of what would be on the back of the sign and how it would read.
 - Commissioner McDowell asked if there would be new brackets.
 - Mr. Stankov stated, "No."
 - Commissioner Besler inquired on an address sign made up of brass that is currently up on the building; and noted that it had to be approved before being placed.
 - Mr. Stankov didn't realize that an address sign needed

approval; it is up for postal identification only.

- Commissioner Hudson noted that “all” signs must be approved.
- Mr. Stankov said he could take it down.
- Commissioner Bultema noted that we will be meeting next week to approve the back of the business’ sign, so we can address the address sign on the building at that time.
- Commissioner Besler made a motion to approve the artwork on the front of the sign with review of the back, pending approval at the next “special meeting” on Tuesday, October 18, 2011, as well as, discuss and decision of brass address plate on the wall at 145 W. Route 66. Commissioner McDowell seconded the motion. The motion carried 6-0.

III. REPORTS AND INFORMATIONAL ITEMS

B. Discussion and decision regarding proposed mural at 218 W. Route 66

- *Tabled until Tuesday, October 18, 2011.*

C. Update from Mike Cowen regarding construction at the corner of 2nd and Route 66.

- Mr. Cowen brought back the renderings from the initial presentation to present to those that perhaps were not in attendance before.
- Mr. Cowen went over the changes that have taken place since the original design.
- Commissioner McDowell questioned the roof access.
- Mr. Cowen clarified that the roof access would be through the interior of the building and the emergency exit would be on the exterior side of the building.
- Commissioner Hudson requested Mr. Cowen to go over items he found in the reconstruction process.
- Mr. Cowen discussed his findings regarding the original structure as well as items, i.e. photographs and the changes throughout the city over time.
- Mr. Cowen presented lighting that he will be using on the exterior of the building; he also provided a photo of the lighting that he will be using under the patio canopy. Lastly, he presented siding to be used on the exterior of the building.
- Mr. Cowen suggested and requested to be included at the future Historic Preservation meetings so that he can continue to provide updates of the progress.
- Tim Pettit added that Tore Engineering is staying on top of the

construction at 2nd and Route 66.

A. Commissioners

- Mr. Cowen stated, "One more thing," he had found pictures when at different times the building possessed a drug store and a service station. He is going to have the photos specially processed and made into a tile that will be placed on the exterior of the building to show its past.
- Commissioner Bultema questioned the mechanical bear that is now out front of one of the businesses.
- Tim Pettit stated that provide the business keeps the bear, etc. within their alcove it is permissible.
- Commissioner Besler stated there are too many sandwich signs popping up.
- Tim Pettit said he will look into them.
- Commissioner Besler expressed his concerned that without an abatement officer now, how is the Canyon Club going to be held accountable; the frontage of the building looks horrible? Next was the fact that Amy Fredrickson has not produced the lighting fixtures she said where coming four months ago. He feels the conduit does not look historical; like the lighting not the conduit. Regarding the community stage being built; says that we lost the proportion of stage to building. He feels we should chick on construction as it is being built; what's appropriate, what's not; time limit's on projects. He would like to take pictures of the Historical buildings downtown. Wants to keep the downtown historic. Would like to have a working meeting with the commission to formulate the limits on work.
- Commissioner Hudson noted that the commission works with what is in the guidelines. Commissioner Hudson thanked Commissioner Besler for bringing these items up.
- Commissioner Bultema stated that "we need to act on them, like walking the Historic district"; in the spring when it is nice. Can we do it as a work session?
- Commissioner McDowell inquired if they could set a time for a work session without the public. Pam Galvan will look into it.
- Commissioner Hudson noted that Mr. Holst, owner of the Red Garter has invited the group to come and see his building.
- Commissioner Bultema stated that if you see something while out and about to email the group so that each can observe for themselves what issues are arising.
- Commissioner Besler said he had checked on the solar lighting at the new art gallery and it looks good.

B. Main Street

- None

C. Staff Reports

- Tim Pettit noted that the Commissioners have the ability to write up a business or can bring the issue(s) to him to address.
- Commissioner Besler noted that taking pictures will assist the Commissioners.

IV. ADJOURN

Commissioner Dunaway made a motion to adjourn. Commission McDowell seconded, and the meeting adjourned at 10:55 a.m.

I. PROCEDURES

- A. Call to Order Vice-Chairperson Bultema called the meeting to order at 10:00 a.m.
- B. Roll Call Commissioners Jim Bultema (Vice-Chairperson), Al Dunaway, Andrea Dunn, Norma McDowell and Mike Besler were present and constituted a quorum. Chairperson Yvette Hudson and Commissioner Clyde Polson were not in attendance. Representing City Staff was City Building Inspector Tim Pettit and Administrative Assistant Pamela Galvan.
- C. Adopt Agenda Commissioner Dunaway made a motion to approve the Agenda, Commissioner Dunn seconded the motion, and it carried 5-0.

II. AGENDA ITEMS

- A. Discussion and decision of “brass” street address sign on building and back of “approved” signage at 145 W. Route 66, Suite D.
- Mr. Stankov explained the need for the address sign and who it is placed for, i.e. postal delivery, fire, police and public. He went on to explain the back of the businesses sign as what they would be selling inside the store. And a mailbox put up for postal delivery.
 - Commissioner Bultema asked about the coloring on the back of the sign.
 - Mr. Stankov noted it would be the same coloring as the front only difference is no picture on the back just print.
 - Commissioner Bultema noted that they should first vote on the address sign and asked for a motion to approve or disapprove.
 - Commissioner Besler made a motion to approve the address sign and Commissioner Dunn seconded the motion and it carried 5-0.
 - Commissioner Bultema opened for discussion the back of the business sign since approving the front but not having the back completed at the first meeting.
 - Commissioner Bultema asked for a motion to approve the back of the sign.
 - Commissioner Besler made a motion to approve the back of the sign “as it is written” and Commissioner Dunaway seconded the motion. The motion carried 5-0.
 - Commissioner Bultema noted lastly the mailbox.
 - Commissioner McDowell inquired as to way the need of the exterior mailbox.
 - Mr. Stankov explained it is his understanding from discussion with the post office it is something as business should have; slots are no longer sufficient.

- There was further discussion of mailboxes and the postal services need to have them to put a business mail into.
- Commissioner Besler questioned the newspaper catch attached to the mail box, if it is necessary.
- Mr. and Mrs. Stankov said they will be removing it from the mailbox.
- Commissioner Dunn made a motion to approve the mailbox without the newspaper hanger and Commissioner McDowell seconded the motion. The motion carried 5-0.

III. REPORTS AND INFORMATIONAL ITEMS

B. Discussion and decision regarding proposed mural at 218 W. Route 66.

- Josh Peasley appeared on behalf of his brother John Peasley.
- Commissioner Bultema understood that Commissioner Besler attended the Main Street meeting and that they had approved the mural.
- Commissioner Besler stated that the Main St. or Design committee did approve the mural.
- Commissioner McDowell spoke of community that had a mural committee in another town.
- Commissioner Besler inquired if it was within the Historic Commission? Commissioner McDowell was unsure.
- Commissioner Bultema asked that the city find out how to go forward with murals since the Main Street & Design Commissions are dissolved.
- Tim Pettit noted that the city staff will have to review them in the absence of the Main Street Committee and Main Street Design Commission. He said the city might want to put together a committee just for the purpose of reviewing proposed murals.
- Commissioner Bultema asked Josh what he could tell us about the mural.
- Josh did not have much to say; he noted what is read.
- Commissioner Bultema asked if the colors are as presented.
- Commissioner Besler contacted the artist and went over the procedure of application and sealing of the mural; historic vs. non-historic walls.
- Tim Pettit explained how this particular wall is not historic; it was constructed in the 80's. Tim spoke further of the wall in question and what is behind it.
- Tim Pettit noted that if the mural goes up, that at no time will it override an owner of future improvement or

C. Susan Kerley discussing "Open Meeting Law."

- construction over it. In the future it could be covered up.
- Commissioner Dunaway made a motion to approve and Commissioner McDowell seconded. The motion carried 5-0.
- Susan spoke of a report that the commission needs to present to the Council on a yearly basis describing what their accomplishments where. She offered to make of copy of what the city code reads as what their responsibilities as a commission is.
- Commissioner McDowell as what is the deadline for the report.
- Susan Kerley stated there is no deadline but reiterated that it needs to be done; it hasn't been done for sometime now, perhaps the Historic Commission should hold a "working session" to compile the report.
- Susan spoke of preparing a bullet point of rules and regulations of Open Meeting Laws. She touched bases on a couple of those laws with the group.
- Commissioner Bultema thanked Susan for pointing these out.
- Susan suggested an option if you would like a session of all committees and commissions or more of a one-on-one session of Open Meeting Laws at meetings; email her your preference.
- Commissioners Bultema and Besler like the idea of having all the commission attending together. Commissioner McDowell thought that with all of them together it would be quite cumbersome.
- Susan explained that the subject mater (Golf, Parks and Recreation, etc.) doesn't enter into it; Open Meeting Laws don't change whether it be a Commission or Committee meeting.
- Susan figured in would take approximately a half hour to go over.
- Commissioner Bultema said he would make Yvette Hudson gets this information.
- Commissioner Bultema asked if there was any thing else to discuss. None.

IV. ADJOURN

Commissioner Dunaway made a motion to adjourn. Commission Besler seconded, and the meeting adjourned at 10:35 a.m.

I. PROCEDURES

- A. Call to Order Chairperson Hudson called the meeting to order at 10:01 a.m.
- B. Roll Call Commissioners Yvette Hudson (Chairperson), Al Dunaway, Andrea Dunn, and Mike Besler were present and constituted a quorum. Commissioners Jim Bultema, Clyde Polson and Norma McDowell were not in attendance. Representing City Staff was City Building Inspector Tim Pettit and Administrative Assistant Pamela Galvan.
- C. Adopt Agenda Commissioner Dunn made a motion to approve the Agenda, Commissioner Dunaway seconded the motion, and it carried 4-0.
- D. Approval of
Minutes: November
8, 2011 Commissioner Dunaway moved to approve the minutes as presented. Commissioner Dunn seconded, and the motion carried 4-0.

II. AGENDA ITEMS

- A. Discussion and decision regarding the addition of an awning/window share at 120/122 W. Route 66: Luis Ramallo
- Mr. Ramallo was not in attendance today. *(Tabled until Jan10th,2012 meeting)*
- B. Discussion and decision regarding the addition of a neon arrow to the existing sign at 124 W. Route 66, as well as the addition of a sidewalk bench: Jeremy Hassen
- Jeremy Hassen brought forward his diagram showing where he would be attaching the arrow and proceeded to go over the dimensions of the sign.
 - Tim Pettit told Mr. Hassen you cannot separate the square footage as he did because it then makes it two projecting signs which are not allowed. Mr. Pettit suggested he try and reconfigure it so that it will fit within regulations. Mr. Hassen said he would.

Chairperson Hudson suggested approving the design of the sign as presented with the understanding that Mr. Hassen will reconfigure the size of the sign to fit within regulations.

Commissioner Dunaway made a motion to approve as stated. Commissioner Dunn seconded the motion and it carried 4-0.

- Chairperson Hudson inquired as to whether or not the bench would impede foot traffic? Tim Pettit replied, "No."
- Commissioner Besler confirmed that the bench was not another form of signage for the shop.
- Everyone liked the bench.

Commissioner Dunaway made a motion to approve the sidewalk bench. Commissioner Dunn seconded the motion and the motion carried 4-0.

C. Create a blurb defining the purpose and projects accomplished by this commission for the Arizona State Library Archives. This is in order to be listed in the State Archives directory.

- Chairperson Hudson read to the Commission what she and Commissioner Dunn had put together.

III. REPORTS AND INFORMATIONAL ITEMS

A. Commissioners

- Chairperson Hudson noted the State of Arizona Historic Preservation will be having a conference in May/June 2012.
- Chairperson Hudson stated that she is to get together with the Mayor during the first part of the year to discuss the possible use of the Polson Warehouse.
- Commissioner Besler inquired on obtaining the agenda earlier than the Thursday before the meeting.
- Pamela Galvan explained that it depends on the timing of the requests from businesses to be on the agenda, as to the Commissions receipt of the agenda.
- Commissioner Besler has noted that Alien Beef Jerky has attached diamond plate inside their alcove. Commissioner Dunaway noted that the plating is attached to the wood framing and not the stonework.
- Commissioner Besler feels the Commission should discuss further regulations for the alcoves. Chairperson Hudson agreed.
- Chairperson Hudson said any and all improvements need to come before the Commission.
- Tim Pettit said there is nothing in the City codes that addresses statues etc..
- Chairperson Hudson feels the Commission should go through

the codes and possibly update them if necessary.

- There was further discussion regarding furniture/clothing etc. on sidewalks.
- Commissioner Besler spoke of a Mr. Bill Ottwell from Prescott and how he does renderings of old/past buildings in the area. Commissioner Dunn will look and see if she already has some.

B. Main Street

- Chairperson Hudson stated that Main Street is no longer in existence, remove from agenda.

C. Staff Reports

None

IV. ADJOURN

Commissioner Dunaway made a motion to adjourn. Commission Dunn seconded, and the meeting adjourned at 10:38 a.m.