

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, Al Dunaway, Norma McDowell, Andrea Dunn, 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.
- C. Adopt Agenda Commissioner Bultema made a motion to approve the Agenda, Commissioner McDowell seconded the motion, and it carried 6-0.
- D. Approval of Minutes: December 13, 2011 Commissioner Dunaway moved to approve the minutes as presented. Commissioner Dunn seconded, and the motion carried 6-0.

II. AGENDA ITEMS

- A. Discussion and decision regarding the addition of an awning/window share at 120/122 W. Route 66: Luis Ramallo
- Wolfgang from, A Shade Beyond represented Alien Beef Jerky.
 - Chairperson Hudson referenced Tim Pettit's Staff Report questioning the number of anchor bolts required.
 - Wolfgang explained that it would be attached on three sides with "C" brackets.
 - Commissioner Besler questioned if it would be attached to the wood. Wolfgang replied, "Yes," he tries not to attach it to buildings.
 - Commissioner McDowell examined the fabric to be used.
 - Chairperson Hudson asked if the Commission had any other questions and proceeds to request a motion to approve the awning to be installed at 120/122 W. Route 66, Alien Beef Jerky.
- Commissioner Dunaway made the motion to approve the awning. Commissioner Besler seconded the motion and it carried 6-0.
- B. Discussion and decision for signage at 144 Route 66: John Kennelly
- John Kennelly proceeded to explain each sign individually.
 - The first sign he presented was the neon pole sign that will be facing East and West on the corner of Route 66 and 2nd Streets.
 - Commission Besler inquired on its installation. Mike Cowan explained it would be placed into the ground and have a pole cover applied.
 - John Kennelly noted that it is the same design as the original Texaco sign.

- Tim Pettit noted that the sign complies with code.
- John Kennelly preceded with the Gift Shop sign, noting that it is double-sided with a sandblasted surface.
- Next were to two wall signs; one on the South facing wall and the other on the West facing wall. They are 3/16" thick steel with back-lit with LED lights. The signs are rustic looking to match the bistro's interior.
- Commissioner McDowell inquired on the size of the sign.
- John Kennelly confirmed that size of the signs and stated that he is going to adjust the size of the lettering within the sign. He went on to explain how the signs will be attached to the walls.

Commissioner McDowell made a motion to approve all signage for the bistro. Commissioner Besler seconded the motion and it carried 6-0.

III. REPORTS AND INFORMATIONAL ITEMS

A. Commissioners

- Chairperson Hudson announced that the State of Arizona is having their Historic Conference, June 13th through the 15th in Prescott at the Hassayampa Inn. She went over the agenda with the Commission.
- Chairperson Hudson met with the Mayor and discussed the advancement of a Babbitt Polson Warehouse Museum. She is going to bring this before the City Council on, January 26th, 2012. If approved, will begin process of procuring funds, etc. There was additional discussion of items that would go into the museum, as well as, the cost to weather-proof.
- Commissioner Bultema asked if the Chamber would be getting involved.
- Chairperson Hudson noted that this will be a challenge but that the building will be put to good use as a museum. She went on to mention that perhaps a grant might be obtained to help defer costs.
- Tim Pettit noted that the concept has already been approved by the Council.
- Commissioner Bultema brought up the town clock. He stated that it continues to have problems. It has been here now for three years and has a five year warranty; and continues to have problems functioning properly.

(Does not chime on the hour.)

- Tim Pettit suggested the Commission speak to the City Manager instead of the Mayor in addressing the problem.
- Chairperson Hudson brought up the Centennial celebration this February.

B. Staff Reports None

IV. Commissioner Dunn made a motion to adjourn. Commission
ADJOURN Dunaway seconded, and the meeting adjourned at 10:41 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, Mike Besler and Clyde Polson were present and constituted a quorum. Commissioner Al Dunaway 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 Bultema seconded the motion, and it carried 5-0.
- D. Approval of Minutes: January 10, 2012 Commissioner Polson moved to approve the minutes as presented. Commissioner Besler seconded, and the motion carried 5-0.

II. AGENDA ITEMS

- A. Discussion and decision regarding the addition of an awning on signage previously approved; change in location. *John Holst*
- Mr. Holst explained because of the neighboring businesses new structure going up, it is necessary for him to change his signage.
 - Lighting was discussed and confirmed that it will be the same warehouse style light.
- Commissioner Dunn made the motion to approve the change in location of the Red Garter Inn sign. Commissioner Besler seconded the motion and it carried 5-0.
- B. Discussion and decision for signage and awnings at 201W. Route 66: Colors of the West (*Mike Besler*)
- *Commissioner Besler recused himself from the Commission to present Item B.*
 - Mr. Besler discussed his proposed awning, referencing the photos provided.
- Commissioner Bultema made a motion to approve the change of awnings at 201 W. Route 66. Commissioner Dunn seconded the motion and it carried 4-0. (Commissioner Besler did not vote.)
- Mr. Besler presented his sign request and its concept following the Thunderbird. He further discussed the location(s) of the signs; one along Route 66 and the other on 2nd Street. He explained the method by which these are to be attached to the building.
 - He was reminded that the signs must not breach the top of the parapet.
- Commissioner Polson made a motion to accept the signs for 201 W. Route 66. Commissioner Dunn seconded the motion and it carried 4-0.

Commissioner Besler rejoined the Commission.

C. Discussion on
Babbitt-Polson
Warehouse
Museum.

- Chairperson Hudson spoke of her presentation to the Council on January 26, 2012, and the items required in making this happen. After the meeting she met with the Chamber of Commerce President/CEO regarding storage space.
- The need to refurbish was mentioned and discussed.
- Fundraising, grants and various modes of obtaining monies were mentioned.
- A request to set up a meeting at the Babbitt-Polson Warehouse to view, discuss and determine what is to go into the building, electrical, cabinetry etc.
- It was suggested that the Commissioners view other local museums.

III. REPORTS AND INFORMATIONAL ITEMS

A. Commissioners

- Chairperson Hudson will be attending the State Preservation conference.
- Singing Pig has a sign up that needs to be addressed; City Building Inspector will review.
- Mannequin is on sidewalk outside of Dreamworks business; City Building Inspector will review.
- Noted: American Flyer and the Quilt Shop have been sold.
- Chairperson Hudson read the City's lighting code and discussion ensued regarding several of the local businesses and their lighting.

B. Staff Reports

- Tim Pettit began by asking if there were any questions regarding the city sign code. He stated that Williams doesn't have anything in it regarding electronic signage. He presented a color picture of a proposed sign to be erected on Grand Canyon Blvd. near the new Babbitt-Polson Warehouse stage. Its purpose is to advertise to the public current and up and coming events in the city.
- It is constructed of metal and electronic led lighting.

- City code does not allow for off premises signs.
- The cost for the new sign is approximately \$50,000.00.
- This new sign will be presented to P&Z.
- There was extensive discussion about the new type of sign.

IV. Commissioner Bultema made a motion to adjourn. Commissioner
ADJOURN Polson seconded, and the meeting adjourned at 11:10 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, Mike Besler, Al Dunaway and Norma McDowell were present and constituted a quorum. Commissioner Clyde Polson was not in attendance. Representing City Staff were City Manager Brandon Buchanan, City Building Inspector Tim Pettit, and Administrative Assistant Pamela Galvan.
- 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: February 14, 2012 Commissioner Besler moved to approve the minutes as presented. Commissioner McDowell seconded, and the motion carried 6-0.

II. AGENDA ITEMS

- A. Discussion and decision on signage at 320 W Route 66; Bonanza Fresh Jerky. (*Cindy Lee*)
- Tenant Cindy Lee was not present; Mr. Peter Wouters, representing owner, Jack Gaffney, came in her absence.
 - Mr. Peter Wouters has taken the original sign and changed the lettering. It will be hung in the same location as the original sign.
 - Tim Pettit's staff report notes that the sign complies with the City Sign Code.
- Commissioner Dunn made the motion to approve the sign application as requested. Commissioner Besler seconded the motion, and it carried 6-0.
- B. Discussion and decision on signage at 106 S. 3rd Street; The Singing Pig BBQ Restaurant. (Kevin Manley)
- Mr. Manley requested that they be able to hang the sign from their previous business location, while using the previous tenant's existing wall bracket.
 - There were questions regarding the lighting. Mr. Manley said that he had no intention of changing the lighting.
- Commissioner Bultema made a motion to accept the application as presented. Commissioner Besler seconded the motion, and it carried 6-0.
- C. Discussion and decision on signage at 144 Route 66; Station 66 (John Kennelly)
- Mr. Kennelly is requesting to add verbiage to the already approved "gift shop" sign: "Station 66."
- Commissioner McDowell made a motion to approve the change to the gift shop sign. Commissioner Dunaway seconded the motion, and it carried 6-0.

D. Discussion and decision on signage at 141 W. Railroad Ave; Pancho's (John Kennelly)

- Mr. Kennelly is requesting to replace the existing sign, which had blown down in a recent storm, with a new sign on the north side; it will be legible at a distance as well.
- Mr. Kennelly also wants to add a sign pole on the west side with a globe that will be lit in the evening.

Commissioner McDowell made a motion to approve the changes to signage at 141 W. Railroad Ave. Commissioner Dunn seconded the motion, and it carried 6-0.

E. Discussion and approval of exterior building and awning colors at 144 W. Route 66; Station 66 (Mike Cowen)

- Mr. Cowen opened with historical information regarding Old Route 66. Mr. Cowen noted that he would be applying four tiles depicting the history of the building on its exterior.
- He passed around awning samples and provided a color sample of the paint for first floor exterior, as well as a sample of the exterior siding for the second floor.

Commissioner Dunaway made a motion to approve the application for colors and awning. Commissioner McDowell seconded the motion and it carried 6-0.

There was additional discussion regarding the exterior color of the building after the approval. The Commission requested to amend the approved motion to include "may" add a light stripe of color to the exterior because there had been one on the building in the past."

Mike Besler recused himself from the commission.

F. Discussion and decision on: 1) exterior paint color, 2) Flagstone applied to building under windows, 3) oak trim added to windows, 4) replace metal door with wood door, 5) awnings and 6) signage at 210 W. Route 66; Copper Canyon Trading (Mike Besler)

- Mr. Besler addressed paint colors; the commission viewed samples brought in.
- Mr. Besler stated that a mason will be applying the flagstone to the building.
- There was discussion of the oak trim and metal door being replaced.
- The attachment of the awning was brought into question; Mr. Besler noted that it would be installed by the same company that installed Alien Fresh Jerky's awning.
- Mr. Besler explained to the Commission that the current store name, Coyote Kid, was causing confusion for Internet buyers so they chose to change the store name to Copper Canyon Trading.

Mike Besler removed himself from the Chambers while the motion was being decided upon.

Commissioner Bultema made a motion to approve all the changes to

210 W. Route 66 as requested. Commissioner Dunaway seconded the motion, and it carried 5-0.

Mike Besler was brought back into the Chambers and advised of the Commission's decision to approve requested changes.

Mike Besler rejoined the Commission.

G. Discussion on upgrade work needed at the Babbitt-Polson Warehouse.

- Discussion was opened up regarding the needs for the Warehouse as well as financial needs.
- Applying for a grant was discussed.
- Creating a list of interior needs; i.e. cabinets etc.
- Hiring an architect to make plans.
- Discussed items to be placed within the museum, ranching, lumber, railway and founding families' memorabilia.

III. REPORTS AND INFORMATIONAL ITEMS

A. Commissioners

- Tim Pettit went by Dreamworks as follow-up to a request from last month's HPC meeting and found no violations as the business is closed for the season.
- Holiday lights have been removed from business' exterior.

B. Staff Reports

- Pamela Galvan reminded the Commission that the term for the Historic Preservation Commission is coming due on June 30, 2012. If anyone is considering resigning, please provide a resignation to her in writing. Those who wish to stay another term can verbally let her know.
- All the Commissioners in attendance voiced their desires to stay on another term.
- There was discussion regarding the absence of one of the Commissioners on a regular basis and perhaps replacing them with another individual.

IV.

ADJOURN

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

I. PROCEDURES

- A. Call to Order Chairperson Hudson called the meeting to order at 10:04 a.m.
- B. Pledge of Allegiance The group said the pledge of allegiance.
- C. Roll Call Commissioners Yvette Hudson (Chairperson), Jim Bultema, Andrea Dunn, Mike Besler, Norma McDowell, and Clyde Polson were present and constituted a quorum. Commissioner Al Dunaway was not in attendance. Representing City Staff were City Building Inspector Tim Pettit and City Clerk/HR Director Susan Kerley.
- D. Adopt Agenda Commissioner Bultema made a motion to approve the Agenda, Commissioner Polson seconded the motion, and it carried 5-0.
- E. Approval of
Minutes: February
14, 2012 Commissioner McDowell moved to approve the minutes as presented. Commissioner Besler seconded, and the motion carried 5-0.

II. AGENDA ITEMS

- A. Repeal of original motion made for Item E, March 13, 2012. Commissioner Dunn made a motion to repeal the original motion made on March 13, 2012, that reads: "Motion to approve the application for colors and awning." The motion was seconded by Commissioner Bultema, and it carried 5-0.
- Model Motion: "I make a motion to repeal the original motion made on March 13, 2012 that reads: Motion to approve the application for colors and awning."*
- B. Re-statement of motion to replace original motion made for Item E, March 13, 2012. To correct the motion from last meeting, Commissioner Bultema made a motion to approve the application from Mike Cowen at 144 W. Route 66 for exterior colors and awning and for a possible light stripe of color on the outside of the building." Commissioner Polson seconded the motion, and it carried 5-0.
- Model Motion: "I make a motion to approve the application from Mike Cowen at 144 W. Route 66 for exterior colors*

*and awning and
for a possible light
stripe of color on
the outside of the
building.”*

- C. C. Discussion and decision on a wall sign for 124 W. Route 66: Jeremy Hassen
- The Route 66 sign proposed by Jeremy Hassen, in the eyes of the Commissioners, would not promote or advertise his business. Instead, it would like a directional sign removed from the street and placed on his building.
- Commissioner Bultema made a motion to disapprove Mr. Hassen’s sign application for Addicted to Deals. It was seconded by Commissioner Besler, and it carried 5-0 for not approving the application.
- D. Discussion and decision on an addition and lighting at 137 W. Railroad, Red Garter: John Holst
- John Holst offered historical background on the area adjacent to the Red Garter. The building was erected just as a nearby mine played out, the Railroad went broke, and the town’s population declined. In 1889 Fong Gee and Kim Kee leased the 25 by 32 ft. backyard of Reneke’s Saloon to open a “(pork) chop house and restaurant.” An opium den and apartment for railroad laborers soon followed. After a brief discussion. Commissioner McDowell made a motion to accept Mr. Holst’s application for a 6’ x 40’ pergola, an open frame, arched structure. Commissioner Dunn seconded the motion, and it carried 5-0.
- E. Discussion and decision on signage at 325 W. Railroad Ave., Farmers Insurance Group: Brian Prager
- Commissioner Bultema made a motion to approve the Farmers Insurance sign that will be the same size as the existing coffee sign and that has been approved by Farmers Insurance. Commissioner McDowell seconded the motion, and it carried 5-0.

III. REPORTS AND INFORMATIONAL ITEMS

- A. Commissioners
- Commissioner Hudson met with Charlene Fouser with Route 66 and discussed geocaching. Charlene will be available to answer questions after the meeting.
 - Commissioner Besler requested a working meeting for Commissioners to walk about in the Historic District to view improvements and offenses.
 - Commissioner Bultema noted a sign has been installed on the back of the building housing the new jerky place. This sign

was not approved by the Commission. He commended Tim Pettit for his Staff Reports, calling them “excellent,” and saying that offer Commissioners insight. He asked that Tim keep up this practice and thanked him.

- Commissioners asked how they might schedule a tour of the Historic District. City Clerk Susan Kerley suggested that one option might be to call a Special Meeting at 9:00 a.m. on May 8th for walking the streets and then have the regularly scheduled meeting at 10:00 a.m. All agreed that this would work.

B. Staff Reports

- None

IV.

ADJOURN

Commissioner Dunn made a motion to adjourn. Commissioner Bultema seconded, and the meeting adjourned at 11:05 a.m.

DRAFT

I. PROCEDURES

- A. Call to Order Chairperson Hudson called the meeting to order at 9:05 a.m.
- B. Roll Call Commissioners Yvette Hudson (Chairperson), Norma McDowell, Andrea Dunn, Mike Besler and Clyde Polson were present and constituted a quorum. Commissioner Al Dunaway and Jim Bultema were not in attendance. Representing City Staff was Administrative Assistant Pamela Galvan.
- C. Adopt Agenda The agenda approval is implied, because the tour of Downtown Historic district is the only agenda item.

II. AGENDA ITEMS

- A. Tour Downtown Historic District to assure compliance with the Historic Preservation regulations.
- The following are notes were taken during the walk of the Historic Downtown district along Route 66.
- Turquoise Teepee: the sign is dull and could use some paint.
 - Canyon Club: the entire front of the building needs attention; broken glass, missing glass tiles, stone work unfinished.
 - Sundancer: clothing is hung outside of building; flower pots placed out front on sidewalk.
 - Pizza Factory: woodwork in need of treatment.
 - Rosie's: woodwork needs attention.
 - 226 Route 66 wood window frame has peeling paint.
 - Mason building has broken glass above street level.
 - 316 Route 66 benches out front.
 - Bonanza Fresh Jerky: metal awning over front door.
 - Results Fitness: sign never came before HPC.
 - 9Arizona Motel: construction or shoring up of drive thru.
 - Sultana: nails in side of brick building; peeling paint; trash around building.
 - Singing Pig: log benches out front on sidewalk.
 - Thunder Eagle: half-moon light fixtures dirty and crooked.
 - APS: is in need of paint.
 - Dreamthings: flowers hung around light fixture.
 - Realtor on corner: 145 W. Route 66: pillar and front step crumbling; hotel entry, plaster crumbling.
 - Camp Civitan: exterior paint in poor condition in need

of paint; chairs and tables out on sidewalk.

- Grand Canyon Cafe: mat out on sidewalk.

City needs to weed along sidewalks

Commission wishes to walk Railroad Ave. next month June 12, 2012 at 9:00 a.m. before regular meeting at 10:00 a.m.

III. ADJOURN

The walk ended at 10:30 a.m. back at City Hall.

Chairperson

Attest:

I. PROCEDURES

- A. Call to Order Vice-Chairperson Bultema called the meeting to order at 1:00 p.m.
- B. Roll Call Commissioners Jim Bultema (Vice-Chairperson), Al Dunaway, Andrea Dunn, Mike Besler and Clyde Polson were present and constituted a quorum. Commissioner Norma McDowell was not in attendance. Representing City Staff was City Building Inspector Tim Pettit and Administrative Assistant Pamela Galvan.
- C. Approval of Minutes: April 10 and Special Meeting May 8, 2012 Commissioner Polson moved to approve the minutes with a change to the May 8, 2012 minutes reflecting a (.) *to replace the (!) exclamation point* following the APS bullet. Commissioner Besler seconded, and the motion carried 5-0.
- D. Adopt Agenda Commissioner Dunn made a motion to approve the Agenda, Commissioner Polson seconded the motion, and it carried 5-0.

II. AGENDA ITEMS

- A. Discussion and decision on the placement of two benches and two planters (pots) out front on the sidewalk of 309W. Route 66: Tom Williams
- Mr. Williams explained the reason and need for the benches to the Commission.
- Commissioner Dunaway made the motion to approve the bench and planters with the condition, insurance naming the City of Williams as additionally insured for one million dollars (1,000,000,000) is provided within 30 days of today. Commissioner Dunn seconded the motion and it carried 5-0.
- B. Discussion and decision on wall sign for 320 W. Route 66; Bonanza Fresh Jerky: Cindy Lee
- Mr. Wouters represented Ms. Lee and explained that this is the same sign that was placed on building before.
- Commissioner Besler made a motion to allow the sign be placed on the side of the building as presented. Commission Polsen seconded the motion and it carried 5-0.
- C. Discussion and decision for awnings and lighting on 2nd Street for Colors of the West: Mike Besler
- Commissioner Belser recused himself from the Commission*
- Mr. Belser provided to the Commission drawing renderings of the awnings and a photo with description of the lighting. He explained they are just like the ones hung on the store front facing Route 66.

Mike Besler removed himself from the Chambers while the motion was being decided upon.

Commissioner Dunn made a motion to approve the awnings and lighting as presented. Commissioner Dunaway seconded the

motion and it carried 4-0.

Mike Besler rejoined the Commission

D. Discussion and decision for mural and decorative perimeter fence at 341 W. Route 66:
Mike Brown

- Mr. Tim Snyder represented Mr. Brown for Winchester Ranch Theater.
Mr. Snyder gave a brief background on Winchester; he explained the purpose of the mural, signage and railing.
- Commission Dunn inquired on railing being erected. Mr. Snyder explained the need to create a boundary for the public.
- Commissioner Besler questioned the sign. Mr. Snyder explained it is an actual sign to be attached to, not painted onto the building.
- Commissioner Besler questioned Winchester doing so much, why railing not something else. Mr. Snyder wants to and will do split rail fencing, one foot behind the sidewalk.
- The door and windows will be as shown in the pictures presented.

Commissioner Dunn made a motion to approve as presented including shutter windows and door in the picture and split rail fencing. Commissioner Polson seconded the motion and it carried 5-0.

III. REPORTS AND INFORMATIONAL ITEMS

A. Commissioners Discussion regarding residence requirements for Commissioners to be discussed at Council next month.

Commissioner Bultema inquired on the list created from May 8, 2012, if anything was being done with it at this point.

It was pointed out that Camp Civitan has painted the store front and Mr. Pettit noted that APS will be painted soon.

Results Fitness in not within the district.

Further discussion regarding the list took place.

The walk down Railroad Ave. is postponed until Council meets in July regarding Commissions.

B. Staff Reports None

IV. Commissioner Polson made a motion to adjourn. Commission Besler
ADJOURN seconded, and the meeting adjourned at 1:31 p.m.

Chairperson

Attest

I. PROCEDURES

- A. Call to Order In the absence of a Chairperson and Vice-Chairperson, City Clerk Susan Kerley called the meeting to order at 10:00 a.m. and asked that a temporary Chairperson be selected for this meeting. Norma McDowell nominated Mike Besler, and it was seconded by Al Dunaway and agreed upon by all present.
- B. Pledge of Allegiance The group recited the Pledge of Allegiance.
- C. Roll Call Commissioners Mike Besler, Al Dunaway, Norma McDowell and Clyde Polson were present and constituted a quorum. Commissioners Jim Bultema and Andrea Dunn were not in attendance. Representing City Staff was City Building Inspector Tim Pettit and City Clerk/HR Director Susan Kerley.
- D. Approval of Minutes: June 18, 2012 Commissioner Dunaway moved to approve the minutes as presented. Commissioner McDowell seconded, and the motion carried 4-0.
- E. Adopt Agenda Commissioner Dunaway made a motion to approve the Agenda, Commissioner Polson seconded the motion, and it carried 4-0.

II. AGENDA ITEMS

- A. Discussion and decision on signage at 325 W. Railroad Ave., Farmers Insurance Group: Brian Prager Tara Woods, licensed CSR for Farmers Insurance, 325 W. Railroad Avenue, appeared in Brian Prager's absence. Commissioner McDowell made a motion to approve moving the Farmers' sign from Third and Grant to 325 W. Railroad Avenue. The motion was seconded by Al Dunaway, and it carried 4-0.

III. REPORTS AND INFORMATIONAL ITEMS

- A. Commissioners None
- B. Staff Reports None
- C. Public Reports Jeremy Hassen, Addicted to Deals on Route 66, brought photos of stuff going on in the Historic District, mainly items on the sidewalks in front of businesses that he believes aren't allowed. These included benches, inappropriately hung flag and miscellaneous items in front of Sundancer's, Dream Catchers, Camp Civitan and Roxie's.

(Note: This report should have been brought to the Building Inspector for enforcement rather than to the Commission. Tim Pettit will follow up with violations he observes.)

IV. ADJOURN

Commissioner McDowell made a motion to adjourn. Commission Dunaway seconded, and the meeting adjourned at 10:16 a.m.

Chairman

Attest

I. PROCEDURES

- A. Call to Order Vice-Chairperson Bultema called the meeting to order at 10:00 a.m.
- B. Roll Call Vice-Chairperson Jim Bultema, Commissioners Mike Besler, Al Dunaway, Andrea Dunn, and Norma McDowell were present and constituted a quorum. Commissioner Clyde Polson was not in attendance. Representing City Staff was City Building Inspector Tim Pettit and City Clerk/HR Director Susan Kerley.
- C. Approval of Minutes: October 9, 2012 Commissioner Dunaway moved to approve the minutes as presented. Commissioner McDowell seconded, and the motion carried 4-0.
- D. Adopt Agenda Commissioner McDowell made a motion to approve the Agenda, Commissioner Dunaway seconded the motion, and it carried 4-0.

II. AGENDA ITEMS

- A. Discussion and possible decision on bench placement on sidewalk at 129 W. Route 66; Camp Civitan No one appeared for Camp Civitan. They will be contacted to see if they can appear at the next meeting.
- B. Discussion and possible decision on bench placement on sidewalk at 133 W. Route 66; Roxie's Clothing (Andrea Peasley) No one appeared for Roxie's Clothing. They will be contacted to see if they can appear at the next meeting.
- C. Discussion and possible decision of new construction on store front at 218 W. Route 66; (John Peasley) Josh Peasley appeared along with contractor Cameron Maebe. The plan for reconstructing the front of this building includes using veneer to cover the façade and the same awning as Mike Besler used down the street. The windows will be dual-paned and the front door will be steel.
Unfortunately, the applicants did not provide a sample of the brick or awning fabric they want to use or enough details for the Commissioners to be informed enough to make a decision.
Vice-Chairperson Bultema asked them to return with current photographs, details, samples of materials in colors selected, historical elements of the building they plan to keep, specifications on windows, etc.
Commissioner McDowell made a motion to table this request until Tuesday, November 20th at 10:00 a.m..

Commissioner Dunn seconded the motion, and it carried 4-0.

- D. Discussion and possible decision on bench and two whiskey barrels placement at 316 W. Route 66; Western Outfitters (Tamera Bloomberg)

Tamara Bloomberg requested having one bench and two whiskey barrels placed on the sidewalk in front of her business. She and Al Dunaway assured Commissioners that this leaves more than the required 4' of sidewalk free. Commissioner McDowell made a motion to approve the requested bench and barrels. Commissioner Dunn seconded the motion, and it carried 4-0.

- E. Discussion and possible decision on additional signage to be hung at 316 W. Route 66; (Tamera Bloomberg)

Tamara Bloomberg requested permission to move her existing sign (after it is refurbished) to 316 W. Route 66. She will leave the existing black iron bracket and will have another one fabricated for 316 W. Route 66. Commissioner Dunaway made a motion to approve moving the existing sign to 316 W. Route 66. Commissioner McDowell seconded the motion, and it carried 4-0.

III. REPORTS AND INFORMATIONAL ITEMS

- A. Commissioners Vice-Chairman Bultema asked the City Clerk to make certain color pictures, samples of materials to be used, and more details are included by applicants before they are put onto the Commission's Agenda. Also, application forms must be completed in detail. If applicants do not wish to offer complete information as required, they should not be placed on the Agenda.
- B. Staff Reports None

IV. ADJOURN

Commissioner Dunaway made a motion to adjourn. Commissioner McDowell seconded, and the meeting adjourned at 10:50 a.m.

Chairman

Attest

I. PROCEDURES

- A. Call to Order Vice-Chairperson Bultema called the meeting to order at 10:02 a.m.
- B. Pledge of Allegiance The group recited the pledge of allegiance.
- C. Roll Call Vice-Chairperson Jim Bultema, Commissioners Mike Besler, Andrea Dunn, and Norma McDowell were present and constituted a quorum. Commissioners Al Dunaway and Clyde Polson were not in attendance. Representing City Staff was City Building Inspector Tim Pettit and City Clerk/HR Director Susan Kerley.
- D. 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 of new construction on store front at 218 W. Route 66; (John Peasley) John Peasley, owner, and Cameron Maebe, contractor, presented photographs and samples of materials for the new construction that were not available at their presentation on November 13th. They also redesigned the project after viewing historic photos of the building. Commissioners commented that this was a much clearer and better presentation than at last meeting. Another thought the concept was “fantastic” because it imitates somewhat the historic photo of the building. Norma McDowell made a motion to approve the construction plan at 218 W. Route 66 as presented. Mike Besler seconded the motion, and it carried 4-0.
- B. Discussion and possible decision on bench placement on sidewalk at 129 W. Route 66; Camp Civitan Maggie Peel appeared, representing Camp Civitan. The bench is already in place, and the donor of the bench will replace weather-damaged slats and will refinish the bench. Commissioners asked that these repairs and refinishing be completed with one week. Andrea Dunn made a motion to approve the placement of the bench once it is repaired and refinished. Norma McDowell seconded the motion, and it carried 4-0.
- C. Discussion and possible decision on bench placement on sidewalk at 133 W. Route 66; Roxie’s Clothing (Andrea Peasley) Maria Rocha appeared for Roxie’s Clothing. Their request is to place one bench on the sidewalk on each side of their front door, leaving more than the required 4’ clearance. The benches are in good condition as they are new, and they will be stored inside when the business is closed January through March. Norma McDowell made a motion to approve the request for placement of the two benches outside Roxie’s. Mike Besler seconded the motion, and it carried 4-0.

III. REPORTS AND INFORMATIONAL ITEMS

A. Commissioners None

B. Staff Reports None

IV. ADJOURN The meeting adjourned at 10:24 a.m.

Chairman

Attest

DRAFT