

Historic Preservation Commission

Regular Public Hearing

Tuesday, August 19, 2008

The City of Villa Rica, Historic Preservation Commission met in a regular public hearing on Tuesday, August 19, 2008 at 7:00 p.m. In attendance were Commissioner Wallace Hibbard; Commissioner Teresa Lotti; Commissioner Dana McCauley; Commissioner William Mitchell; Commissioner Patricia Proctor; Commissioner Valerie Wilhelm; City Manager Larry Wood; Community Development Director Eric Lacefield; Main Street Manager Barbara Daniell; Planning and Zoning Manager Taurus Freeman and Zoning Technician Rita Peele. There were no members of the public in attendance.

Freeman served as temporary Chairman until one was elected. Freeman asked for everyone to introduce themselves and called the meeting to order at 7:04 p.m. The motion to approve the agenda was made by Commissioner Proctor with Commissioner Hibbard seconding.

Freeman asked for the appointment of officers. Commissioner Proctor motioned to amend the agenda to move the appointment of officers at the end of the agenda. Commissioner Hibbard seconded. The second Tuesday of each month at 7:00 p.m. was agreed upon for all upcoming meetings. Freeman will check the time and date with the Police Department for any other conflicts over the use of the Holt-Bishop Justice Center for these dates, and will confirm with the Commissioners.

There was some discussion about the applications for the certificate of appropriateness being in the by-laws and included in the procedures. Freeman suggested moving the certificate of appropriateness from the by-laws and procedures and adding it to the Unified Development Code and at such time, it will have to be approved by City Council.

Commissioner Mitchell asked who would advertise the certificate of appropriateness. Freeman said Staff would be responsible.

Commissioner Hibbard motioned to amend the bylaws as discussed and Commissioner Wilhelm seconded. Motion carried 6/0.

Next Freeman presented the Mission and Vision Statement for approval. There was some discussion among the members as to what situations would require an archeological or historical survey. Freeman said those situations can be made as a requirement if the Historical Preservation Commission requests it from the applicant. Additionally, there was some discussion as to what identifies a property as historical significance. Freeman responded that the ordinance requires fifty (50) years or older. Commissioner Hibbard would like for the second and third statements in the Mission statement to be reworded. Freeman suggested the Commissioners table this agenda item and everyone will have time to review the Mission and Vision Statement for changes and present them at the next meeting. Commissioner Mitchell motioned to table the item until next meeting, Commissioner Wilhelm seconded. Motion carried 6/0.

Next, Freeman presented the Historic Implementation Procedure for discussion. There was a request for a state representative or someone with the Department of Natural Resources to assist the Commissioners. Freeman said Jennifer Lewis with the Department of Natural Resources, agreed to meet with the Commissioners to offer some instruction in Historic Preservation.

Freeman suggested that everyone bring in some ideas for a logo for the Historic Preservation Commission. Barbara Daniell agreed to research ideas for a logo and will provide the Commission with some samples.

Freeman announced a Fall Historic Preservation training session on October 10 & 11, 2008 in Milledgeville, Georgia. The training session, lodging and transportation will be funded by the City and the applications need to be turned in as soon as possible.

Freeman asked for appointments of officers. Commissioner Wilhelm motioned to appoint Commissioner Hibbard as Chairman, with Commissioner Proctor seconding. Motion carried 5/0. Commissioner Proctor motioned to appoint Commissioner Lotti as Vice Chairman, with Commissioner McCauley seconding. Motion carried 5/0. Commissioner Wilhelm motioned to appoint Commissioner McCauley as Secretary, with Commissioner Proctor seconding. Motion carried 5/0.

Freeman announced that September 9, 2008 will be the date of the next Historic Preservation Commission meeting and a discussion of the by-laws will be on the agenda.

Motion to adjourn at 8:11 p.m., was made by Commissioner Mitchell, motion carried 6/0.

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Historic Preservation Chairperson and Date

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Planning and Zoning Manager