



MINUTES
Preservation Commission
Monday, March 21, 2022
City Hall/Civic Center – 7:00 p.m.

1. **Roll Call:** Mr. Zurlinden called the meeting to order at 7:05 p.m.

Members Present: Norris-Price, Brown, Rhodes, Zurlinden, McCreary

Members Absent: Ashby

Staff Present: Maxwell

Guests: Dede Ittner

2. **Approval of Minutes:** Ms. Brown moved to and was seconded by Mr. Rhodes to approve the minutes of February 28, 2022.

The motion to approve the minutes passed with a unanimous voice vote.

3. **Communication and Reports:**

a) Educational and Technical Assistance Committee -No Report – Ms. Ittner stated since she is no longer on the Commission, she cannot be the head of the Subcommittee. Ms. Brown stated she will be head of the Educational and Technical Assistance Committee.

b) Nomination and Hardship Committee -No Report

c) Work Plan Committee

1. Met on November 3rd and incorporated the Preservation Plan review schedule into the work plan –No new changes to the work plan.

d) Annual Work Plan Monthly Review

1. March

i. Preservation News - Communique Article – There was a discussion on when the next communique article would go out and who would write the articles. Mr. Zurlinden stated he would contact Roni Leforge to see when an article could go out for the Preservation Award.

ii. Preservation Awards Program: Nominations Due – Mr. Zurlinden stated that by the next meeting, April 18th, 2022, all of the nomination need to be submitted to the Commission. There was a discussion on which City Council meeting to present the Preservation Award for the second City Council meeting in May.

iii. Preservation Awards Program: Select Recipients

iv. Nominating Committee Convene to Nominate Officers

v. Commissioners Review Work Plan Draft – Mr Zurlinden stated the commission should look at the work plan that was provided in the plackets and review and highlight anything that is unknown or if the commissioners have questions. Ms. Brown stated she discussion at a previous Work Plan subcommittee meeting that Founders Day preparations should be started an

earlier than what is on the Work Plan.

- vi. Receive and Archive Photos
- vii. Update the Carbondale Historic Preservation Plan

2. April

- i. Preservation News - Communique Article
- ii. Conduct Annual Meeting and Election of Officers
- iii. Approve Work Plan for Next Year
- iv. Promote Carbondale's History/Preservation Recognition (more outreach)
- v. Receive and Archive Photos
- vi. Update the Carbondale Historic Preservation Plan

- e) Certificate of Appropriateness Committee -No Report
- f) Founders' Park Subcommittee -No Report
- g) Preservation Month Subcommittee -No Report

4. **Comments by the Public, Commission Members, or Staff**

a). Discussion of walk-through with SIH of Gen. John A. Logan home (400 W. Oak) - Ms. Brown stated that there are original foundations stones holding the house up and some original brick underneath in the crawl space. SIH stated that they would keep the foundation stones and the property would become a green space. Ms. Brown asked if a historical marker could be place on the property around the foundation stones. SIH also stated they will contact the Preservation commission when the demolition occurs. Ms. Brown stated there should be an ordinance made for any houses over a certain age, if it is going to be demolished, there should be a delay to look into any historic value. Ms. Maxwell stated that the process is in place but to trigger the delay, the house or property need to be already designated or on the list to be designated. Ms. Maxwell stated if there are houses in the area of West Oak St, then those should be a priority to be designated. She also stated that in the code there is a protection for the Preservation district, but that district has not been outlined. Ms. Maxwell stated that the district needs to be outlined and the spot locations designated so this doesn't happen again. Mr. Rhodes asked if the City knew/knows about the properties on the designated list, so if there were demolition permits issued, the City knows if it was designated or not. Ms. Maxwell stated that there process for the district outline has been started but was never completed and with Ashley taking over the Preservation Commission for the City, she could help complete the process. Mr. Zurlinden asked if the properties just had to be on the potential list to be designated and Ms. Maxwell agreed. He also stated that the Commission has been through the list and removed properties that are no longer there or too far gone to be fixed and visited in person from the outside. Ms. Brown stated she didn't know about the current list and asked who has the list. Ms. Maxwell stated there is possibly copies of it on the shared drive in the office. Mr. Zurlinden stated that the most recent copy was color coded. Ms. Brown asked for a copy of the designation list and if the city employee who issues the demolition permits knows if it exists. Mr. Zurlinden shared a copy of the potential list for designation and then there was a discussion which properties need to be added to update that list. Mr. Zurlinden asked if they designated a neighborhood, would certified mailings need to go out to that area. Ms. Maxwell stated she would have to check with what the code says for the preservation overlay district. Mr. Rhodes stated that the neighborhood and the owners would have to do the overlay designation district, not the Committee. There was a discussion on writing a letter to SIH suggesting a use for the foundation stones and bricks from the 400 W. Oak property. There was a suggestion if there is no use for the stones or bricks at the W. Oak property, then to move them to Founders Park. Mr. Zurlinden stated to send address to be added to the potential designation list to Ashley Gibson and the Commission will discuss the list and added properties at the next meeting.

There was a discussion on nominations for chair and vice chair for the Educational and Technical Assistance Committee and if there is any nominations, to contact Ashley and there will be a vote in the next Preservation meeting.

5. **Adjournment:**

Ms. Brown moved to adjourn the meeting and was seconded by Mr. Rhodes at 8:09 p.m.