

APPROVED

MINUTES OF THE HISTORIC PRESERVATION COMMISSION MEETING OF JANUARY 24, 2012 THE CITY OF STARKVILLE, MISSISSIPPI

The Historic Preservation Commission of the City of Starkville, Mississippi held its regularly scheduled meeting in the Building Department on the Second Floor of City Hall, located at 101 E. Lampkin Street, commencing at 5:30 PM. Present were Commissioners Joy Day Greene, Maxine Hamilton, Briar Jones, Cyndi Sullivan and Tom Walker. Chairman Michael Fazio and Commissioner Jason Barrett were absent. Vice-Chairman Maxine Hamilton chaired the meeting in Chairman Michael Fazio's absence. Attending the Commissioners was City Planner Ben Griffith.

AN ORDER APPROVING THE WRITTEN AGENDA

The Commission considered the matter of approval of the written agenda dated January 24, 2012. Vice-Chairman Hamilton asked if there were any objections or recommended revisions to the agenda. Hearing none, she moved to the next order of business.

AN ORDER APPROVING THE MINUTES OF THE DECEMBER 19, 2011 MEETING MINUTES

The Commission considered the matter of approval of the minutes of the December 19, 2011 meeting. Mr. Griffith stated that he had received several recommended revisions from Michelle Jones in an e-mail and suggested that he revise the draft meeting minutes, include the handouts provided by Mrs. Jones at that meeting to make them part of the official minutes, and present them to the Commission at the February 28th meeting for review. After discussion, Commissioner Sullivan made a motion to direct the City Planner to revise the December 19th draft minutes and include them with the February packet. The motion was duly seconded by Commissioner Jones and the Commission voted in the affirmative.

CITIZENS' COMMENTS

Vice-Chairman Hamilton asked if any member of the public cared to address the Commission and no citizen comments were received.

REVIEW OF DRAFT OF HISTORIC PRESERVATION DESIGN GUIDELINES "QUICK START" SECTION FOR COMMENT AND RETURN TO CONSULTANT NO LATER THAN JANUARY 30TH

Next there came before the Commission the review of the historic preservation design guidelines "Quick Start" section for comment and return to consultant David Preziosi. The City Planner provided a brief introduction of the item for the Commissioners.

Commissioner Walker stated that he wanted it to be clear that someone would need to follow the full guidelines and that they couldn't follow the "quick reference" only.

Commissioner Jones stated that he didn't think the draft was what the Commission had in mind and that there was no way to spell everything out, but that it should be as clear as possible.

A discussion regarding the November 22nd content questions began and most Commissioners expressed a desire to reflect those items in the "quick reference."

Commissioner Jones stated that he wanted to make it clear what the Building Department staff could approve and what needed to be brought before the Historic Preservation Commission.

Commissioner Walker stated that it shouldn't be left too open for interpretation by anyone.

Another discussion among the Commissioners began regarding the content of the "quick reference."

Commissioner Sullivan stated that she liked the idea of a "quick reference" to be used as a "cheat sheet" of sorts, adding that perhaps it should include the "top 10" things most people would have done to their homes or properties.

Vice-Chairman Hamilton stated that she liked the "quick reference" guide and that as an engineer, she looked at a chart or table differently than other people would and that it should appeal to the general public because they would be the ones using it.

After further discussion, the City Planner read a brief text to summarize the Commissioners' thoughts regarding the "quick reference" guide, which follows:

The Starkville Historic Preservation Commission has reviewed the draft "Quick Start" section for the proposed historic preservation design guidelines and determined that the verbiage provided at the November 22, 2011 meeting as a response to the "content questions" should be inserted into the draft "Quick Reference" guide.

Upon receiving favorable feedback from the Commissioners, the City Planner stated that he would send the text to all of the Commissioners in an e-mail for their comments before forwarding to Consultant David Preziosi in order to meet his deadline and keep the design guidelines on schedule.

PLANNER REPORT

City Planner Ben Griffith asked if the members would like for him to place Michelle Jones and Kathleen Hamby onto the February 28th agenda to present a draft of the downtown historic district designation for national registration and the Commissioners stated that they had addressed the issue by their motions at the December 19th meeting. Mr. Griffith stated that he and Chairman Fazio and the Building Official would be reviewing Certificates of Appropriateness processes for several

Mississippi towns and cities and would present their findings at the February or March meeting. He also reminded the Commissioners to be mindful of all *ex parte* communications and to not hesitate in contacting the Planning Office with any questions regarding any items on upcoming agendas.

ADJOURNMENT

Commissioner Walker made a motion, which was seconded by Commissioner Sullivan to adjourn the meeting at approximately 6:15 PM. The next meeting of the Historic Preservation Commission will be Tuesday, February 28, 2012 at 5:30 PM in the City Hall Courtroom.

Maxine Hamilton, Vice-Chairman

Ben Griffith, AICP, City Planner