

**HISTORIC PRESERVATION COMMISSION MINUTES
CITY OF PEORIA, ARIZONA
DEVELOPMENT AND COMMUNITY SERVICES BUILDING
NOVEMBER 13, 2019**

A **Meeting** of the Historic Preservation Commission of the City of Peoria, Arizona, convened at 9875 N. 85th Avenue, Peoria, AZ in open and public session at 6:00 p.m.

Members Present: Chair Mike Heath, Secretary Mike Fusco, Commissioners Lauren Allsopp, Karen Garbe and Mary Lou McNeill

Members Absent: Vice-Chair Shelby Duplessis

Staff Present: Lorie Dever – Planning Manager, David Benton – Assistant City Attorney, Cody Gleason – Principal Planner, Jason Cleghorn – Senior Planner, Amanda Beck - Planner and Della Ernest – Executive Assistant.

Opening Statement: The Opening Statement was dispensed with by Chair Mike Heath.

Roll Call: Read by Della Ernest

Call for speaker request forms.

Audience: none

Note: The order in which items appear in the minutes is not necessarily the order in which they were discussed in the meeting.

CONSENT AGENDA

All items listed with a “C” are considered to be routine by the Historic Preservation Commission, and were enacted by one motion.

1C **MINUTES:** Discussion and possible action to approve the minutes of the Historic Preservation Commission meeting held on August 7, 2019.

COMMISSION ACTION: Secretary Fusco moved to approve the Consent Agenda with the correction of who dispensed with the opening statement. The motion was seconded by Commissioner Allsopp and upon vote, passed 5-0

REGULAR AGENDA

NEW BUSINESS:

3R **Historic Preservation Commission Meeting Schedule**

Discussion and possible action to approve the Historic Preservation Commission meeting schedule for 2020.

Ms. Amanda Beck, Planner presented the Commission with the following proposed schedule:

February 12, 2020, April 8, 2020, June 10, 2020, August 12, 2020, October 14, 2020, and December 9, 2020

Discussion ensued on possibly moving the June date to accommodate the Annual Arizona Historic Preservation Conference. When the 2020 date is announced, staff will recommend an alternate June meeting date if the conference falls on or around the 10th.

COMMISSION ACTION: Secretary Garbe moved to approve item 2R Historic Preservation Commission meeting schedule. The motion was seconded by Secretary Fusco and upon vote, passed 5-0.

3R 2020-2021 Historic Preservation Work Plan

Discussion and possible action to adopt a Historic Preservation Work Plan for 2020-2021.

Ms. Beck presented to the Commission the following items:

2018-2019 Items Undertaken:

- Old Main was listed on National Register of History Places (NRHP) on November 20, 2018. Staff is working with Peoria Unified School District to have a plaque placed at Old Main
- Peoria Jail House NRHP nomination to be reviewed by the Historic Sites Review Committee November 15, 2019
- City is ramping up revitalization efforts within Old Town

2020-2021 Highlights:

- Updating the Work Plan to tie activities back to HPC duties outlined in the Rules of Procedure
- Align the Work Plan with the Planning Department's Work Plan
- Restructure the document to focus on:
 1. Implementation;
 2. Administration; and
 3. Advocacy & Outreach

Identification and Management Highlights:

- Finalize the Peoria Jail House NHRP nomination
- Work with GIS and Neighborhood Services Departments to develop an Age of Housing Stock Map

- Coordinate with senior planning staff on the Design Review Manual updates applicable to Old Town

Administration Highlights:

- Budgeting for planning staff and/or a Commission member to attend the annual AZ State Historic Preservation Conference in June 2020
- Identify potential City and external speakers for trainings and educational topics

Advocacy and Outreach Highlights:

- Update the “historic preservation” and Commission-related information and pages on the website
- Develop additional outreach activities:
 1. Outreach to West Maricopa Association of Realtors
 2. Early development of possible activities for Historic Preservation Month (Typically in May)

COMMISSION COMMENTS:

Commissioner Allsopp commented that houses within the Old Town are being renovated so much that they may not qualify for placement on the National Register of Historic Places. Commissioner Allsopp asked if there was a path that would possibly preserve the character of Old Town when homeowners decide to renovate or when there are new builds.

Ms. Lorie Dever stated that a chapter within the Peoria Design Review Manual currently addresses non-residential development within Old Town. Staff is exploring the feasibility and effectiveness of potentially expanding the Old Town design guidelines to address single-family development. Any proposed changes to the design review standards and guidelines within Old Town would be brought forward to the Commission for discussion in the future prior to taking the modifications to the Design Review Board, who acts as the recommending body to the City Council for these matters.

Secretary Fusco asked if there is something in the Design Review Manual that addresses new construction in Old Town and keeping the theme and characteristic of it.

Ms. Dever stated that is one consideration and aspect being evaluated by staff as part of updating the Design Review Manual.

Commissioner Allsopp asked if there would be outreach to potentially impacted residents once the consultant identifies the potential boundary for a heritage area.

Ms. Dever stated the city would look to the consultant to help identify the boundary of a potential heritage area. Once that occurs, staff would then consider what traditional and non-traditional methods would be appropriate to gain feedback and gauge level of interest from residents within the selected area.

Commissioner Allsop asked for an update on the Arizona Historical Society and expressed her concern regarding the success of the nomination without additional supplemental information being provided.

Mr. David Benton stated he could address her question regarding the Arizona Historical Society after the meeting.

Ms. Beck stated new pictures of the inside of the jail house would be occurring once stored items have been inventoried and removed from site. These photos along with images of the jail house obtained by the consultant from newspaper articles will be added to the consultant's information.

COMMISSION ACTION: Secretary Fusco moved to approve item 3R 2020-2021 Historic Preservation Work Plan. The motion was seconded by Commissioner Allsopp and upon vote, passed 5-0.

CALL TO THE PUBLIC (NON-AGENDA ITEMS): None

REPORTS FROM STAFF:

4R **REPORTS:**

Next Commission meeting dates are February 12, 2020 and April 8, 2020

REPORTS FROM HISTORIC PRESERVATION COMMISSION:

None

ADJOURNMENT: There being no further business to come before the Historic Preservation Commission, the meeting adjourned at 6:41 p.m.


Mike Heath, Chair

02/12/2020
Date Signed