



**A Regular Meeting Minutes
Architectural Review and Historical Preservation Board
October 21, 2009**

1. CALL TO ORDER AND DETERMINATION OF QUORUM

Vice Chairman Keating called the meeting of the Architectural Review and Historical Preservation Board to order at 6:52 pm in the First Floor Large Conference Room. A quorum was declared present.

Present: Board Members: Vice Chairman Timothy Keating, Christopher Lee, Buddy Nash and Chuck Simikian. Staff: Community Development Director Tim Wilson, Building Official Skip Lukert and Community Relations Manager Andrea Vaughn

Absent: Board Members: Chairman John Murphy, excused; Michael Morrissey and Cathy Klauzowski.

2. APPROVAL OF MINUTES

There was a vote of consensus to approve minutes from meeting held on July 15, 2009. There was a separate vote of consensus to approve the joint meeting minutes from meeting held on September 17, 2009.

DISCUSSION

3. Board review of staff schedule for adoption of the manual and the ordinance

Director Wilson presented the Board with the updated schedule that includes regular Board meetings, City Commission meetings for the ordinance's first and second readings and other milestones pertinent to ARHP documents.

The Board voted to change the date of the regular Board meetings to the Third **Tuesday** of each month from the Third Wednesday of the month so that the Development Review Committee would be able to incorporate the Board's comments in its discussion of projects, when appropriate.

4. Discussion by Board of staff suggestions

Director Wilson outlined the noted revisions. Additional changes are for a catchall provision specifically enabling Code Enforcement to document where necessary.

Vice Chairman asked that staff put together information regarding grants for property owners.

The next step is for the City's legal staff to review the ordinance.

The December meeting maybe cancelled if the Board is able to cover all the information at the November meeting.

5. ADJOURNMENT

There was a vote of consensus to adjourn the meeting at 7:25 pm.