

HERITAGE PRESERVATION COMMISSION
MINUTES
May 7, 2018

MEMBERS PRESENT: Thom Hamilton
Mary Keele
Paul Smith
Patsy Edmondson

MEMBERS ABSENT: Kathy Ray

OTHERS PRESENT: Bruce Fleming, Planning & Zoning Director
Brenda Fletcher, Zoning Assistant
Melody Olson
Erin Crawford
Debbie Pate

The Monday, May 7, 2018, Heritage Preservation Commission meeting was called to order by Thom Hamilton. The minutes of the April 2, 2018, meeting were reviewed and were approved as printed.

APPLICATION NO: COA-18-7000005
APPLICANT: Southern Sass Salon / Erin Crawford
LOCATION: 320 Trenton St.
REQUEST: Requesting Certificate of Appropriateness for 2' X 4' signs cream with all-natural colors in the Cottonport Historic District.

Erin Crawford showed the Commission a picture of 3 x 4 sign to be placed on the side of the building and a 2 x 4 sign on the back-door area. Mary Keele made the motion to **APPROVE** the Certificate of Appropriateness. Patsy Edmondson seconded. All in favor, the Certificate of Appropriateness is granted.

In other business, the Commission discussed with Melody Olson about her property at 303 Trenton St. Ms. Olson showed the Commission some pictures that she had drawn up for placing wrought iron on her property as well as a balcony. Ms. Olson would also like to add green space. Thom Hamilton wanted to know how much green space it would be. Ms. Olson told the Commission she had the property surveyed and it was in line with the property. Thom Hamilton told Ms. Olson that if the Commission says yes then it's okay but you would have to make sure with the city, beyond that then I would say you would have to talk to the City Engineer. Bruce Fleming told the Commission that he would discuss it with Ed Dayton at the Public Works. Bruce Fleming wanted to know how far from Ms. Olson's property line did she want to go since it was only 3 feet and that they would have to have enough room for people to walk on a sidewalk. Bruce Fleming told Ms. Olson that the sidewalk would require about 8 feet. Ms. Olson told the Commission that she would get her engineer, Jerry Madden, to talk with Bruce Fleming. Bruce Fleming wanted to know if the balcony pedestals would go out and how far. Ms. Olson told the Commission about 4 feet. Bruce told Ms. Olson that about 3 feet would be okay. Thom Hamilton did stress to Ms. Olson that the city has an ordinance about 50% of your building must be retail. Ms. Olson told the Commission that she was aware and would meet the requirement. Bruce Fleming wanted to know if land surveyor, Tommy Semmes, had marked her property lines. Ms. Olson told the Commission that the property had been marked and that it was etched in the concrete. Thom Hamilton wanted to know where the utilities came in. Ms. Olson told the Commission that she thought it was on the Natchitoches Street side where the utilities came. Thom Hamilton asked if maybe she could get the utilities to be run underground. Ms. Olson told the Commission that she had not discussed it with the power company as she has not gotten her permit yet through the city. Bruce Fleming did tell Ms. Olson that he would talk to the City Attorney about the right of way for pedestrian's. Ms. Olson told the Commission that she planned on turning in her Certificate of Appropriateness in by May 10, 2018, so she would be able to be on the June 4, 2018, Agenda.

In other business, the Commission also discussed taking the Downtown Guidelines (Downtown Action Plan 1991 & Design Guidelines 2011) and deciding what Guideline booklet to use. Thom Hamilton told the Commission that he didn't want to make the Guideline so hardline that we can't make exceptions. Thom Hamilton told the Commission that some buildings downtown do not have an architectural value and that some do. We do want to enhance the area. Paul Smith told the Commission that we do need Guidelines. Patsy Edmondson told the Commission that we need to discuss the Guidelines a little more. The Commission all agreed that they already go by the Downtown Guidelines but will decide later to accept after more discussion. Bruce Fleming told the Commission that in Ordinance 12-7036 (2) it says power and duties to develop specific design guidelines for the construction, reconstruction, alteration, and removal of structures within historic districts and for designated landmarks. Paul Smith told the Commission if we adopt this as our guidelines it would be supported by the ordinance. Paul Smith told the Commission that the Vantage Sign had been changed and it looked good. Thom Hamilton told the Commission that it must have been within the last week or so. Thom Hamilton told the

Commission that we can have markers put on a building if we want to have it recognized. Paul Smith wanted to know if the marker would be temporary or permanent. Thom Hamilton told the Commission that the marker would be permanent. Mary Keele told the Commission that would be a great encouragement. Thom Hamilton told the Commission that the historic colors still should remain and as far as maintenance to the building and that they should not have to come before the Commission as long as it is Historic colors. The Commission will study the Guidelines some more before accepting.

As there was no further business to be discussed, the meeting was adjourned.