

**City of Cottonwood**  
**Historic Preservation Commission Regular Meeting**  
**Minutes**  
July 24, 2019 6:00 P.M.  
Council Chambers 826 N. Main Street  
Cottonwood, Arizona 86326

**1. CALL TO ORDER**

Chairman Vernosky called the meeting to order at 6:00 p.m.

**2. ROLL CALL**

**Historic Preservation Commission Members Present:**

Michael Mathews  
Randi Stephens  
Debbie Garrison  
Tim Elinski, Vice Chairman  
Christian Vernosky, Chairman

**Historic Preservation Commission Members Absent:**

Jacob Mickle  
Kathryn Turney

**Staff Members Present:**

Jim Padgett, Planner  
Ron Corbin, City Manager  
Richard Faust, Economic Development Director  
Brenda Campbell, Administrative Assistant, Recorder

**3. APPROVAL OF MINUTES FOR JUNE 26, 2019 REGULAR MEETING**

**Motion:** *To approve the minutes for June 26, 2019*

**Made by:** *Vice Chairman Elinski*  
**Second:** *Commissioner Mathews*  
**Vote:** *Unanimous*

#### 4. INFORMATIONAL REPORTS AND UPDATES

1. Presentation of Landmark Plaques
  - a. 102 E. Pima St. (First Assembly of God Church) Denise Kelly  
Denise Kelly is not present and will be presented with a plaque in a future meeting.
  - b. 744 N. Main St. (Tovrea Residence) Phil Tovrea
  - c. 748 N. Main St. (Edens House) Daniels/Quackenbush
  - d. 1428 E. Cochise St. (Luther White House) Kathryn Turney is not present and will be presented with a plaque in a future meeting.
  - e. 1042 N. Main St. (Ersel Garrison Liberty Garage) Garrison Family

Chairman Vernosky made presentations of the plaques and certificates, and the City Manager, Ron Corbin, took a group picture.

#### 5. CALL TO THE PUBLIC

No public comments.

#### 6. OLD BUSINESS: The following items are for Discussion, Consideration and Possible Action by the Commission:

1. Home Tour Planning – Commissioner Turney. This item has been tabled to the September meeting.

Commissioner Garrison asked if the Cottonwood Community Clubhouse bricks will be installed by the date of the home tour. Jim Padgett indicated that they are expected to be installed by next month. Commissioner Garrison also asked if the new door will be painted. Ron Corbin, City Manager, indicated that the new door will be painted by the grand opening in October.

#### 7. NEW BUSINESS:

1. CLG Grant for 2019/2020
  - a. Discussion of potential topics for the next SHPO Grant

Application needs to be submitted by Aug. 16<sup>th</sup>, and is on the City Council agenda for Aug 6<sup>th</sup>. Jim Padgett explained the process involved in submitting application to SHPO and answered questions and concerns by the Commission.

**Motion:** *To submit the 2019 Grant Application to SHPO, and to consider design guidance updates and ordinance updates as the topic for Phase 3 of the grant.*

**Made by:** *Vice Chairman Elinski*

**Second:** *Commissioner Mathews*

**Vote:** *Unanimous*

## 8. DISCUSSION ITEMS:

### 1. 2019 Strategic Plan – Annual Work Session

August 28, 2019, 1:00 – 5:00 PM at the Cottonwood Community Clubhouse  
Review of Agenda Topics:

- A. Overlay Districts – Legal advice and direction.  
Chairman Vernosky would like to have a consultant to do research and put a plan together for organizing the overlay district. This would come back to the commission and then the council.
  - a) Prop 207 impacts
  - b) Review of Design Review projects in the Commercial Historic District to transition from P&Z to the HPC
- B. Landmarking and Tax Benefits
- C. 2017 and 2018 CLG Grant Phases 1 & 2 – Jennifer Levstik/Logan Simpson
- D. 2019 CLG Grant Phase 3
- E. Infill Development and Incentive Districts
- F. Use of Clubhouse for HPC events. (Use of alcohol?) (Hezekiah Allen)
- G. Historic/Pre-Historic requirements/Demolition of Historic Buildings

Speakers, etc.

- a) Steve Horton, City of Cottonwood Attorney
- b) Eric Vondy, SHPO
- c) Chris Cody, SHPO, Deputy Director
- d) Jennifer Levstik, Logan/Simpson
- e) Hezekiah Allen, City of Cottonwood Parks and Rec

The Commission requested changes to the agenda. The Commission wanted to have the Phase 1, 2 and 3 first on the agenda before the other items, and to have B and F on future regular meeting agendas. Jim Padgett will make changes and send out a draft to the Commission before the agenda is finalized. The Commission requested an invitation be given to Chairman Williams, Planning and Zoning Commission, and ask the President of Old Town Association to send a representative.

There was a brief discussion of the items to be placed on the agenda.

## 9. ADJOURNMENT

**Motion:**        *To adjourn*

**Made by:**      *Commissioner Mathews*

**Second:**       *Commissioner Garrison*

**Vote:**           *Unanimous*

The meeting is adjourned at 7:05 p.m.