

**Historic Preservation District Commission**

**Public Hearing –December 15, 2016**

**Page 1**

Call to order

Mr. Jeff Bernard- Chairman, called the meeting to order.

Commissioners- Present: Jeff Bernard, Susan Danielson, Laura Van Huss

Absent: John Crane, Ed Kimball

Administrator: Louise Scott; Secretary: Kathy Reeves

**Approval of Minutes**

1). November 17, 2016- Ms. Van Huss made a motion to approve the minutes, Mr. Bernard seconded. There were no objections, minutes were approved.

**New Business**

Mr. Bernard stated there was no new business at this time.

**Old Business**

1). Public Hearing for Ordinance 16-19; Amend Historic Preservation District (HPD) sections 7.6.4.3(5)(c), 7.6.4.8 (14), 7.6.4.11(2), 7.6.4.12(1), 7.6.4.12 (2), 7.6.4.13(1)(d) and 7.6.4.13(4)(a) of the Mandeville Comprehensive Land Use Regulation Ordinance-(relative to requirements and procedures for Certificates of Appropriateness and number of meetings per month).

*Mr. Bernard felt that the entire HPD Commission should be in attendance to take the next step. He stated that Mr. Crane and Mr. Kimball were also absent last meeting and should be able to have input. Ms. Danielson stated that since Mr. Crane was appointed there had been only one (1) meeting that all five (5) commissioners had attended. Ms. Scott said she still needed to sit down with the City attorney, Edward Deano, to discuss procedures and language that needed to be added to the Ordinance 16-19.*

*Ms. Danielson stated the Commission asked to have further discussion on 7.6.4.8 (14)- Non-substantive: new construction under four thousand square feet (4000). Ms. Scott said that if the Commission was picking a "number" there should be criteria for that. Mr. Bernard agreed that it should not be an arbitrary number. Ms. Danielson said she did not know how the Commission could pick a number for square footage. Ms. Scott stated the Commission would continue to have the discussion of square footage and she would get with Mr. Deano about the number and how the design review committee would fit in.*

*Ms. Rohrbough, 2525 Lakeshore, asked if the Commission agreed with a new construction site plan but it conflicted with the zoning requirements, would it then need a variance from the Planning Commission. Ms. Scott stated that it would, but if the HPD Commission saw a "hardship" to the site plan the HPD Commission could make a recommendation to the Planning Commission.*

*Ms. Rohrbough also asked if the HPD Commission should be looking at platforms, porches and decks that add to the footprint of the structures, such as the Frappart Hotel, 2129 Lakeshore Drive project. Ms. Danielson pointed out that there are ADA requirements for commercial structures and that for this site the decking and ramps allow for all the structures to be in compliance. Ms. Scott said the CLURO addresses the footprint size.*

Ms. Van Huss asked to discuss the additional Commissioners or adding requirements for the position because if the Commission would be now be reviewing for COAs there could be scheduling conflicts. Ms. Scott stated she could check the SHPO website and look at other CLGs for their practices.

2). HC16-09-03, 121 Girod: changes made to front exterior rated "Contributing" on survey

Mr. Bernard stated since a postponement letter was presented to table the hearing of the case until next month's meeting, he made a motion to differ HC16-09-03 to January 19, 2017. Ms. Van Huss seconded the motion, there were no objections, and the motion was approved.

3). Discussion-adding structures back to HPD survey that were outside CMEC survey area

Ms. Van Huss stated she agreed with most of Mr. Crane's list. Ms. Scott said the procedure would be, if the Commission was good with the list, it would then make a recommendation to the City Council to introduce an ordinance to amend the HPD Survey to include those structures. She asked that the Commission go back thru both lists to compile for the ordinance. Mr. Bernard stated it would be back on the agenda for next month.

4). Discussion-RFP for design guidelines

Mr. Bernard presented a draft for the scope of work that the guideline committee had worked on.

Ms. Scott stated she would work with Cathy Williams, City of Mandeville purchasing agent, the procedure to select people the Commission would be interested in sending it to. She said she would send the Commissioners a list of people in case they have others to add to it.

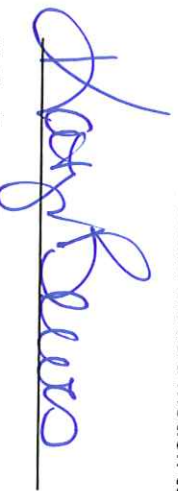
Ms. Danielson asked if Ms. Scott could recap what would be expected for the next meeting. Ms. Scott stated she would be working to establish a procedure for design review. Ms. Danielson asked if Ms. Scott would talk to design review about the square footage which she responded that it was not up to design review. Ms. Scott also said she had revisions from the last meeting as amendments to Ordinance 16-19 that she would distribute to the Commissioners for their review.

#### ANNOUNCEMENTS

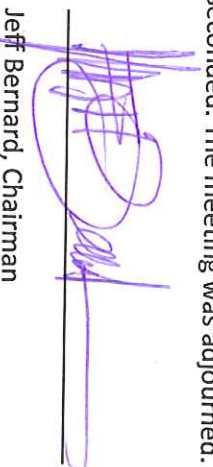
Mr. Bernard announced the next HPD meeting would be January 19th.

#### ADJOURNMENT

Mr. Bernard made a motion to adjourn, Ms. Danielson seconded. The meeting was adjourned.



Kathy Reeves, Secretary



Jeff Bernard, Chairman