

RUSSELLVILLE
HISTORIC DISTRICT COMMISSION
MINUTES
Council Chamber City Hall – Thursday, May 24, 2022
6:00PM

Commissioners Present:

Betsy McGuire, Chair	Judy Galloway, Secretary	Beverly Hooten
Suzanne Alford	Polly Hardin	Steve Newby

Commissioners Absent:

Leo Cantu, Vice Chair Beverly Hooten

City Council Liaison Absent:

Rick Harrell

Staff Present:

Victoria Marchant - Historic Preservation Officer and Planner 1

Advisors Present:

Sara Jondahl - City Planner, Danielle Housenick - MSR Director

Liaisons Absent:

Trey Smith - City Attorney, T. Kirt Sloan - Fire Chief, Richard Setian - Deputy Building Official

Call to Order, Roll Call & Welcome:

The April 28, 2022 meeting was called to order at 6:00pm, the role was called and a quorum was established.

Approval of Minutes:

Ms. McGuire asked if everyone had read the minutes of the April 28, 2022 meeting. Mr. Barborek made the motion to accept the minutes as written and Ms. Hardin made the second. The minutes were approved by a voice vote.

Agenda:

First item on the agenda was review of a COA for vinyl window lettering on two storefront windows and on each pair of front doors for 301 West Main Street for Elite Hair Salon submitted by Corey Price. HPO Marchant reported that the lettering met all of the applicable guidelines under Section 10.27 Signage and recommended that the COA be approved. Mr. Barborek made the motion to approve and Ms. Alford made the second. The COA was approved by a voice vote.

The second COA for approval was for a 20' X 4' flush mounted sign for Sole to Sole at 208 West Main Street submitted by Rachel Hogue. HPO Marchant reported that the sign met all of the applicable guidelines under Section 10.27 Signage of the design guidelines with the condition that the applicant obtains a sign permit from the City of Russellville and recommended the COA be approved. Mr. Newby made the motion to approve with the condition and Mr. George made the second. The motion passed by a voice vote.

The third COA was for approval of a 30' X 40" double sided sign to be placed on an existing 60" pole that will hang above the awning at Chic Gypsy Boutique at 301 N. Commerce Avenue submitted by Macie Whorton. The deteriorated awning material will be replaced with new material of black and white stripe. HPO Marchant reported that the sign met all of the applicable guidelines under Section 10.27 Signage of the guidelines with the condition that the applicant obtains a sign permit from the City of Russellville and recommended the COA be approved. Mr.

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George made the motion with the condition and Ms. Hardin made the second. The COA was approved by a voice vote.

The fourth COA was for approval of a 36" X 36" double sided sign on an existing pole that will hang above the awning and on the second floor of 303 West "C" Street for Jane's Blessings submitted by Sarah Jane Stallings. HPO Marchant reported that the sign met all of the applicable guidelines under Section 10.27 Signage of the design guidelines with the condition that the applicant obtains a sign permit from the City of Russellville and recommended the COA be approved. Mr. Newby made the motion with the condition and Mr. Barborek made the second. The COA was approved by a voice vote.

The fifth and sixth COAs were for new awning fabric with logo at 310 West Main Street and for a butterfly mural of wings made from gems (Daniel Freeman) on the east facing rear of the previously painted building submitted by Chris George. HPO Marchant reported that the logo on the replacement awning cover was in accordance with Section 10.27 G of the guidelines, painted on the front flap. The mural is appropriate and located where it is not visible from the street. Mr. George pointed out that there are a lot of photos taken downtown and the mural would be a good backdrop for that. Mr. George recused from voting on this COA. Mr. Barborek made the motion to approve both COAs and Ms. Galloway made the second. The COAs were approved by a voice vote.

Unfinished Business:

The first item of business was a report on the Ice Cream Social held at the Depot in conjunction with Friends of the Latimore Tourist Home in celebration of Preservation Month. There were 50-75 property owners and business owners who attended. Ms. Marchant made a short presentation and Mr. George made an informative talk about tax credits. Ice cream was donated by Daniel Connerly, the food service director for the Russellville School District. The cost to the HDC was about \$150 according to Ms. Jondahl. Representatives from Potts Inn were also present and asked to be included as one of the sponsors for next year.

Updating of the brochure and letter to property owners was discussed. Ms. McGuire thought that this item needed to be tabled and addressed during a work session. Varying locations were discussed and most thought a daytime meeting would work out the best. Ms. Marchant and Ms. Jondahl decide the location and will let commissioners know when that is determined. Ms. Galloway made the motion to table and Mr. Newby made the second. Motion passed by a voice vote.

Ms. McGuire gave an update on Phase I of the Latimore Tourist Home. She applied for the State Historic Preservation Program's HPRG Option Grant. That should be reviewed this week and FOTLTH should hear back soon. She is also making an application for a Union Pacific Grant.

New Business:

Mr. George inquired of Ms. Jondahl if it would be possible for staff to approve signs and replacement awnings so that the applicant would not have to wait for an Historic District Commission meeting to complete a project. She said that could be possible and that can be included in the work session.

Adjournment:

MR. George made the motion to adjourn at 6:54PM and Mr. Barborek made the second. The motion was approved by a voice vote.