

**RUSSELLVILLE
HISTORIC DISTRICT COMMISSION**

MINUTES

**Regular Meeting – Thursday, September 26, 2019
CITY HALL – COUNCIL CHAMBERS**

Commissioners Present:

Greg Barborek – Chair
Judy Galloway – Secretary
Steve Newby
Betsy McGuire

Suzanne Alford-Hodges – Vice-Chair
Linda Carnahan
Polly Hardin

Commissioners Absent:

Beverly Hooten , Kathy Price

City Council Liaison Absent:

Phyllis Carruth

Staff Present:

None

Advisors Present:

None

Advisors Absent:

Danielle Housenick, MSR Director, Brian Holstein - Director City Development, Trey Smith – City Attorney

Call to Order & Welcome:

Mr. Barborek called the September 26, 2019 meeting of the Russellville Historic District Commission to order at 5:00PM, roll call was taken and a quorum was established.

Approval of Minutes:

Mr. Barborek asked if everyone had read the minutes of the August 22, 2019 regular meeting. Motion was made by Ms. Hardin to accept the minutes as written. Ms. McGuire made the second and the minutes were approved unanimously by voice vote.

Staff Report:

None

Agenda:

The first item on the agenda was review of a COA for 111 West Main Street, Bank of England Mortgage, presented by Jimmy Streett. This COA was for approval of a change in the scope of work requested by the National Park Service after the initial work was completed. The change was completed by the owners but never reviewed the Russellville Historic District Commission. Ms. McGuire made the motion that the National Park Service (NPS) has reviewed the remedial work that was undertaken to bring the project into compliance with the Secretary of the Interior's Standards for Rehabilitation. Because the NPS has determined that the redesigned storefront meets these standards, Ms.

RUSSELLVILLE HISTORIC DISTRICT COMMISSION

Meeting September 26, 2019 Page 2

McGuire made the motion to approve the COA presented by Mr. Streett. Ms. Carnahan made the second and the motion was approved by a voice vote.

Item two on the agenda was review of a sign requested for 116 S. Commerce, proposed by Cherokee Nation Business, LLC and presented by their representative, Matt Perrier. There were questions about the sign material and method of attaching the hanger to the brick. The sign is resin composite and the powder coated steel bar for attachment was previously added by the owner of the building. Ms. Galloway made the motion to approve the COA. The sign is in compliance with Section 10.27 of the design guidelines. It is sized in proportion to the building and does not detract from the architectural integrity of the structure. The materials and logo are appropriate (B). The color is in harmony with building façade (C). The sign does not obscure architectural features of the building nor interfere with pedestrian traffic (D) and is appropriately located on the building (G). The motion was seconded by _____ and approved by a voice vote.

The third item for discussion added by Ms. McGuire was the necessity for a major update of the RHDC portion of the City website. Ms. Galloway received an email from Ms. Jondahl before the meeting with an update about the website. Ms. Jondahl is currently working on an update of the Design Guidelines with additions to the windows section, the section about murals, the updated COA form, all pertinent ordinances with the correct timelines, the correct meeting dates and commissioners. All these updates will be added to the website.

The last agenda item was a letter received by Ms. Jondahl from AHPP announcing that the grant application period was open for the Historic County Courthouse and Historic Preservation Restoration grants. Pre-application and training are November 14, 2019 and the Historic Preservation Restoration applications are due March 6, 2020.

Old Business:

Ms. Alford-Hodges reported on her progress with establishment of a National Register Historic District in the Old Town Neighborhood south of downtown Russellville. She has sent Mason Toms a preliminary map of the district and house styles in the neighborhood to see if the area would qualify for a reconnaissance survey by AHPP. No response has been received to date.

The Mayor has not yet appointed the HPO for the RHDC.

New Business:

Ms. McGuire wanted to emphasize to the commission that the RHDC has a much larger role than COA review. There is a list of these powers in Section 2: Commission Powers in Ordinance 2023. It is important for the commission to increase perception and awareness of the role of the RHDC in the community. The upcoming 2020 sesquicentennial will be a good opportunity to increase the HDC's visibility and promote education and understanding of Russellville's heritage. Main Street Russellville is planning a walking tour. RHDC needs to come up with a plan for the celebration.

Adjournment:

Ms. Carnahan made the motion to adjourn at 5:45PM. Ms. Hardin made the second. Motion passed by a voice vote.

