

**Historic Zoning Commission  
Meeting Minutes  
October 28, 2014**

The Historic Zoning Commission held a regularly scheduled meeting on October 28, 2014 at 12:00 p.m. in the Administrative Conference Room at the Municipal and Safety Building.

**Members Present**

Sheila Cox  
Sam Fullen  
Liz Biosca, Chairman  
Valda Jones  
Tom Mozen

**Members Absent**

Greg Cox, Vice Chairman  
Tony Street

**Staff Present**

Matt Young, Planner

**Others present**

Diana Cantler  
Hal Hunter

Chairman Biosca called the meeting to order at 12:10 p.m. and a quorum was present

The first item on the agenda was the approval of the agenda.

**MOTION: Fullen**                      To approve agenda as presented.  
**SECOND: Cox**

**VOTE: Approved 5-0**

Next on the agenda was the consideration of Certificate of Appropriateness #2014-136 for the exterior renovations to 126 Buffalo St. The petitioner was absent from the meeting however Concept drawings were present for review. The proposed renovations included new doors and windows, non-painted brick façade, patio seating, and a silo. There was some discussion as to the size of the silo; D. Cantler added that the silo would most likely be a sign for the business.

**MOTION: Cox**                      To approve the exterior renovations to building located at  
**SECOND: Fullen**                      126 Buffalo Street.

**VOTE: Approved 5-0**

The next item for discussion was the consideration of amended Historic Zoning Commission Bylaws. Per the request of commissioner T. Street Section F. (10) was amended to read as; *Architectural Scale, in drawing refers to the proportion or ratio that defines the size relationship between objects in the proposed design.*

**MOTION : Fullen**  
**SECOND: Mozen**

**VOTE: Approved 5-0**

The next item for discussion was the consideration of changing the Historic Zoning Commission meeting time. S. Cox stated that noon was a difficult time to meet due to other obligations she had within the community and that an afternoon meeting time would be preferred. V. Jones agreed that with her work schedule noon wasn't the most ideal meeting time for her as well. Collectively the commissioners decided to propose moving HZC meeting times to 5 p.m. on the fourth Tuesday of every month.

**MOTION: Jones**                      To move the scheduled meeting time for HZC meeting to 5 p.m.  
**SECOND: Cox**

**VOTE: Approved 5-0**

Next on the agenda was Downtown Design Guidelines. Paint was the main topic of discussion. The Commission stated that they wanted to regulate paint color to not allow bright colors or pastels. S. Fullen stated that muted earth tones to match the present masonry work would be best. V. Jones added that masonry painting should only be done where the façade was seriously damaged and must receive approval of the design review committee before any work could be done. Commission requested a draft be created from staff recommendations and commissioners comments to be distributed and voted on by email before next Historic Zoning Commission Meeting.

The last item on the agenda was the consideration of the minutes of the regularly scheduled August 26, 2014 and the September 23, 2014 meetings.

**MOTION: Jones**                      To approve the minutes as submitted.  
**SECOND: Biosca**

**VOTE: Approved 5-0.**

There being no other business, the meeting adjourned at 12:48 p.m.

APPROVED:

---

Liz Biosca, Chairman