

SPRINGFIELD HISTORIC COMMISSION

Minutes: March 22, 2016

Present: Tim Hilton
Kristina Koenig
Mackenzie Karp
Jonathan Siegle
Ben Johnson
Staff Mark McCaffery

Guest: No guests in attendance

Excused Absence: Bruce Berg
Terra Wheeler

Where: Jesse Maine Room
Date/ Call to Order: 03/22/2016 at 5:30 p.m.

ITEM 1: Commissioner Introductions

Commissioners provided a brief summary of their experience and qualifications as it pertains to their service on the Historic Commission.

ITEM 2: Public Comment

No comments from the public.

ITEM 3: Approval of Minutes

The action before the Historic Commission was to review and approve, or approve with changes, the September and November 2015 minutes and the January 2016 minutes. The following edits were suggested by Commissioner Hilton:

- Item 4: Land Use Applications, the word Erb is twice mistakenly substituted for the word Ebbert in the first four sentences.
- Item 5: 2016-2017 CLG Grant, the second paragraph begins with the word Commission when it should read Commissioner. Three sentences from the end, in the discussion about a May commemoration of Preservation Month, the sentence ending with ... too early for this group should read ... to early for this group to take action.
- Item 9: Staff Updates, the first item in Molly's updates the wording is ... help mitigate impact of losing one the historic orchard resources should read ... help mitigate impact of losing the historic orchard resources. All of the orchards will ultimately be replaced by the time the project is finished, this is just the first orchard to go through the process.

Commissioner Hilton recommended approval of the three meeting minutes with the edits listed above being incorporated into the January minutes. The three meeting minutes were approved unanimously.

ITEM 4: Election of Officers

Staff McCaffery discussed the Historic Commissioner appointment process as determined by the Springfield Municipal Code and Commissioner Hilton discussed the Commission's officer roles (Secretary, Vice Chair and Chair). The Chair runs the Commission meetings and consults with Staff about the contents of meeting agendas, the Secretary is responsible for taking notes and generating meeting minutes, and the Vice Chair performs the meeting functions of the Chair in the Chair's absence. Staff McCaffery added that the Municipal Code allows the Chair to reschedule Commission meetings or call special Commission meetings. The Commission took action on this agenda item by voting unanimously to postpone the election of officers to the next scheduled Commission meeting.

ITEM 5: Scheduling Next Meeting

In light of 2 Commissioners informing staff that they would not be able to attend the scheduled May 24th meeting, the Chair initiated a discussion about potentially altering the next meeting schedule date to accommodate Commissioner attendance. Staff McCaffery noted that most land use applications pertaining to historical review do not require the Commission to convene a meeting to provide input on a historic review application; therefore, an alteration to the meeting schedule should not affect the processing of historic review applications. The Chair informed the Commission that a decision did not need to be made during the meeting. Staff McCaffery added that he had researched the alternative possibility of meeting on the 4th Tuesday of April and said that Commissioners Wheeler and Berg (who are to be absent for the May 24th meeting) would be able to attend on that date. The 5th Tuesday of May was also discussed as a potential option. The Commission resolved to check in with the absentee Commissioners and make a decision in the next couple of weeks.

ITEM 6: Land Use Applications

Staff McCaffery commented that there were no active land use applications requiring historical review at the time, but there have been several property inquiries that may evolve into historical review applications in the near future. In particular, there has been interest to replace windows, remove trees, and add an accessory structure of a primary contributing house known as the Coffey Cottage on 8th Street. Commissioners Hilton and Siegle commented that original wood sash windows are relatively simple to repair and repair materials are generally available in the community. They noted that unlike wooden sash windows, many newer fiberglass and vinyl windows are not reparable once damaged. Staff McCaffery commented that window reparation resources have been conveyed to the property owner.

ITEM 7: Sub-Committee Reports

Commissioner Hilton that the 1915 and earlier RLS report has been completed but requires a few additional adjustments before the information can be transferred to SHPO. He expects the RLS to be updated soon.

ITEM 8: Commissioner Updates

Commissioner Koenig discussed the orchard replacement project at Dorris Ranch. The intent is to remove all blighted trees and replace with filbert trees that are blight resistant. The orchard replacement project plan spans approximately 18 years and will begin this Spring with the removal of the “Walnut” orchard. Additional improvements may include a parking lot, a dog park, and potential restoration of the Briggs House.

ITEM 9: Staff Updates

Staff McCaffery gave the following updates:

- CLG grant was submitted to SHPO. Grant money is proposed to go to Lumber Heritage Context statement, funding for Commissioners to attend national and state historic preservation conferences, and a fee subsidy for local landmark designation land use procedure.

Meeting adjourned at 6:35 p.m. Minutes recorded by Mark McCaffery.

Next Meeting: Tuesday, May 24, 2016.