

DRAFT



MINUTES

**HISTORIC PRESERVATION COMMISSION
GLENDALE CITY HALL
CONFERENCE ROOM 2A
5850 W. GLENDALE AVE.
GLENDALE, ARIZONA 85301**

**JANUARY 26, 2023
4:00 P.M.**

1. CALL TO ORDER

Meeting was called to order at approximately 4:05 PM

2. ROLL CALL

Present: Timothy Quinn, Chair
Theodora Hackenberg, Vice Chair
Elaine Gomez, Commissioner
Lillian Mickey Lund, Commissioner
Larry Rovey, Commissioner
Willow Taylor, Commissioner
Sharon Wixon, Commissioner

Also Present: Tabitha Perry, Planning Manager
Jean Moreno, Community Services Director
Alex Lerma, Sr. Planner
Matthew Taylor, Sr. Planner
Kevin Kazmerski, Recording Secretary

3. CITIZEN COMMENTS

No citizen Comments were made.

4. APPROVAL OF THE MINUTES

- a. Historic Preservation Commission Minutes of September 22, 2022.

Mr. Quinn called for a motion to approve the September 22, 2022, minutes.

Mr. Rovey motioned to approve.

Ms. Lund Seconded.

Mr. Quinn called for a vote. All voted "AYE" September 22-2022 minutes approved.

- b. Historic Preservation Commission Minutes of May 19, 2022.

Mr. Quinn called for a motion to approve the May 19, 2022, minutes.

Mr. Roves Motioned to approve.

Ms. Hackenberg seconded the motion.

Mr. Quinn called for a vote to approve the May 19, 2022, minutes.

All voted "AYE" May 19, 2022, minutes approved.

5. **WITHDRAWALS AND CONTINUANCES**

There were no Withdrawals or Continuances.

6. **DISCUSSION ITEMS**

- a. Homeless Assistance Programs Presentation
Presented by Jean Moreno Community Services Director.

Ms. Lund asked if there was any oversight on these developments and restrictions for them like distance requirements?

Ms Moreno responded, there are no distance requirements. Programs are overseen by the Arizona Department of Housing they administer the low income tax program. Glendale will have over site on City funded projects.

Ms Lund asked how citizens can help with donations.

Ms Moreno will send a link homeless master services agreement listing participating agencies.

Mr. Rovey asked if the developers of these projects get a subsidy?

Ms Moreno replied that the projects are funded through tax credits. Developers would be awarded through the Arizona Department of Housing.

Mr. Rovey asked how the one night stay program works, if someone gets directed to one, what happens afterward?

Ms Moreno stated caseworkers engage with the unsheltered individuals and help them find assistance programs that fit their particular needs.

Mr. Quinn mentioned the Federal Economic Recovery Zone program, portions of Glendale may be in one of the zones.

Ms. Moreno was unfamiliar with this program.

- b.** Bell Bank Acquisition of the First National Bank Building.
Presented by Matthew Taylor, Senior Planner.

Ms Gomez asked if the bank would be open standard hours?
Mr. Taylor stated he was not privy to that information.

Mr. Quinn asked if any of the proposed changes affect the buildings' historical register?
Mr. Taylor said no, it will remain on the national register.

Ms. Gomez asked about Parking.
Mr. Taylor stated there were three spaces on the street in front of the building and a City owned public lot to the south of the building.

Ms. Gomez asked if they had sublet any parking for employees?
Mr. Taylor stated he was not aware of one.

Ms. Gomez asked what the occupancy will be?
Mr. Taylor stated that occupancy would be determined at the permitting stage.

Ms. Gomez asked what the estimated opening date would be.
Mr. Taylor stated that it has not been determined yet.

- c.** Historic Preservation Tours.

Ms. Perry stated that COVID stopped the Historic Preservation tours stopped. Would the commission like to restart them? If so what would that look like? Is there a different type of approach that the commission would like to take?

Mr. Quinn stated he thought it was too soon to do in person tours.
Ms Gomez suggested virtual tours with a drone and put on YouTube.

Ms. Perry asked the commission to give staff direction on what the tours would look like. Examples being using buses? A walking tour? What time of year? She also stated that in person tours would not be possible for 2023, but could be done for 2024. A virtual tour highlighted on City media would be possible for 2023.

Ms Gomez suggested a virtual tour that could lead to a lottery for the 2004 in-person tour and create more interest.

Mr. Quinn mentioned a walking tours are most popular. Draw backs to them are traffic control and insurance, which need to be paid upfront.

Ms. Perry asked the Commissioners to brainstorm areas of interest for the virtual tour and report back to Staff.

Mr Quinn mentioned that Ed Sharp had done a video of the area that we might be able to use as a starting point.

Ms. Perry stated that she would have staff contact Mr. Sharp.

7. OTHER BUSINESS

- a. 2023 recommendation and Vote for Chair and Vice Chair.

Mr. Rovey motioned to keep Mr. Quinn as Chair and Ms. Hackenberg as Vice Chair.

Ms. Lund seconded.

Mr. Quinn called for a vote, all voted "AYE" Mr. Quinn will remain chair and Ms. Hackenberg will remain vice chair for 2023.

- b. Approval of 2023 Meeting Schedule

Mr. Quinn called for a motion to adopt the 2023 draft meeting schedule.

Mr. Rovey motioned to adopt the schedule.

Ms. Hackenberg seconded.

Mr. Quinn called for a vote, all voted "AYE". 2023 meeting schedule is adopted

8. **STAFF REPORT**

- a. Presented by Alex Lerma and Matthew Taylor

Mr. Lerma Gave an update on the Heart of Glendale Plaques project.

Three plaques are being proposed at Ceretta's Candy, Our lady of Guadalupe Church, and Barrio Park. Two Neighborhood meetings have been held with no agreement on the plaques' language. It has been suggested that a light be placed over each plaque. Ceretta's Candy and Barrio Park will be freestanding plaques, Our lady of Guadalupe will be a wall plaque. Bobby Casales is drafting the language with other community leaders. The plaques will be 36" x 24". It is important that we get the language approved because of space limitations on them. It has been decided that the plaques will be printed in English.

Mr. Rovey asked if it would be possible to put a QR code on the plaque that people can then access from their phones?

Ms Perry replied that it was a good idea. Staff will look into incorporating a code to the plaques.

Mr Quinn Asked if the Historic Preservation Commissioners would be able to get a copy of the plaque language after it is approved.

Ms. Perry stated that staff could set up a special virtual meeting to go over the language at that time.

Mr. Taylor presented a summary on the Certificate of No Effect and Certificate of Appropriateness processes as described in the City's zoning ordinance.

9. **COMMISSION COMMENTS AND SUGGESTIONS**

Mr. Quinn complimented Glendale staff on their professionalism and efforts getting the Historic Preservation Commission back on track after COVID.

10. NEXT MEETING

The next regular meeting of the Historic Preservation Commission is scheduled for May 25, 2023, at 4:00 p.m., in conference room 2A, located at Glendale City Hall, 5850 W. Glendale Ave., Glendale, Arizona, 85301.

11. ADJOURNMENT

Meeting adjourned at approximately 5:35pm

The Historic Preservation Commission meeting minutes of _____, 2022 were submitted and approved this ___ day of _____, 2022.

Alex Shaw
Recording Secretary