



**Design Review Board/Cultural Heritage
Board
Special Meeting Minutes - Draft**

Thursday, October 15, 2020

5:00 PM

5 PM SPECIAL JOINT SESSION (TELECONFERENCE)

1. 5 PM CALL TO ORDER AND ROLL CALL

Chair Kincaid called the meeting to order at 5:05 pm.

Chair Kincaid read aloud a summary of the Governor's Executive Orders N-25-20 and N-29-20.

Present 11 - Chair Scott Kincaid, Vice Chair Warren Hedgpeth, Board Member Adam Sharron, Board Member Drew Weigl, Board Member Laura Fennell, Board Member John McHugh, Board Member Brett Kordenbrock, Board Member Henry Wix, Board Member Curtis Groninga, Board Member Cappie Garrett, and Chair Brian Meuser

Absent 1 - Board Member Mark DeBacker

2. APPROVAL OF MINUTES

2.1 Design Review Board Meeting - September 17, 2020

Approved as submitted.

2.2 Cultural Heritage Board Meeting - August 5, 2020

Approved as submitted.

2.3 Design Review Board/Cultural Heritage Board Meeting - Sept 16, 2020

Approved as submitted.

3. BOARD BUSINESS

Chairs Kincaid and Meuser concurred in the re-ordering of the Agenda, to move Item 7 Board Member Reports and Item 8 Department Reports ahead of Item 3 Board Business.

4. PUBLIC COMMENT

None

5. STATEMENTS OF ABSTENTION

(Abstentions were addressed in Item 8 - Department Reports.)

6. SCHEDULED ITEMS

(Boards voted to continue item 6.1 to October 21, 2020 at 5pm.)

6.1 PUBLIC HEARING - DOWNTOWN STATION AREA SPECIFIC PLAN DESIGN GUIDELINES AND ZONING CODE CONSISTENCY AMENDMENTS - FILE NO. ST20-002

BACKGROUND: Following consideration of an update to the Downtown Station Area Specific Plan (DSASP) by the City Council in October 2020, Section 2 of the Design Guidelines covering the Downtown Station Area are proposed to be updated to (1) reflect new guidelines from the DSASP, (2) remove design concepts addressed by the standards of the DSASP, and (3) eliminate redundancy and overlap that exists in the 2002 document. The proposed Zoning Code amendments seek to: (1) implement the design standards of the DSASP, (2) update the Historic Combining District with additional preservation district character defining elements, and (3) modify the Landmark Alteration and Design Review process.

Presenter: Amy Nicholson, Senior Planner

7. BOARD MEMBER REPORTS

None.

8. DEPARTMENT REPORTS

Executive Secretary Bill Rose announced the loss of quorum for Item 6.1 due to abstentions (Cultural Heritage Board.) Staff recommends that Item 6.1 be continued to October 21, 2020 at 5pm. On October 21, 2020, abstaining Cultural Heritage Board members will participate in a drawing for random selection of two board members to participate. The Boards may vote today to

Continue Item 6.1.

Executive Secretary Susie Murray reminded Cultural Heritage Board Members of the importance of checking emails frequently.

A motion was made by Vice Chair Hedgpeth, seconded by Board Member Sharron, To Continue Item 6.1 - Downtown Station Area Specific Plan Design Guidelines and Zoning Code Consistency Amendments - to a date certain of October 21, 2020 at 5pm.

A motion was made by Board Member Garrett, seconded by Board Member McHugh, To Continue Item 6.1 - Downtown Station Area Specific Plan Design Guidelines and Zoning Code Consistency Amendments - to a date certain of October 21, 2020 at 5pm.

The vote tally was as follows:

Yes: 11 - Chair Kincaid, Vice Chair Hedgpeth, Board Member Sharron, Board Member Weigl, Board Member Fennell, Board Member McHugh, Board Member Kordenbrock, Board Member Wix, Board Member Groninga, Board Member Garrett and Chair Meuser

Absent: 1 - Board Member DeBacker

9. ADJOURNMENT

Chair Kincaid adjourned the meeting at 5:22 pm.