

**HISTORIC PRESERVATION BOARD
SUMMARY MINUTES
August 26, 2010**

MEMBERS PRESENT:

**Emily Perkins-Sharp
Eric Reed, Chairman
Todd Shomo
Donna Wolbe
Dr. Rick Voakes**

STAFF PRESENT:

**Sandy M. Clark, Adm. Exe. Secretary
Miranda Clements, HP Planner
Steve Hunter, CCPC Planner**

Absent: George Morris Shawn Sinclair

Chairman Eric Reed called the meeting to order at 5:01 p.m. He asked for roll call of the members present.

II. DETERMINATION OF QUORUM

Secretary Sandy Clark conducted roll call and found five (5) board members present at the time of roll call, with two absent. The quorum was determined to be present with five of seven members in attendance at the time of roll call.

III. APPROVAL OF MINUTES

Chairman Reed stated that the next order of business was to approve the Summary Minutes of the Historic Preservation Board meeting of June 24, 2010. Being no comments or questions about the Minutes, Chairman Reed asked for a Motion.

**ACTION: Mr. Shomo moved to approve the Minutes of June 24, 2010
 Board meeting, Ms. Sharpe seconded the motion. All members
 Agreed (5 yeas).**

Miranda Clements, Historic Preservation Planner with the City-County Planning Commission came to the podium

V. STAFF APPROVED COAs

Ms. Clements stated she received two requests for Certificate of Appropriateness, being for:

- COA - 2010-9: 1405 State Street – Windows (Reed)
- COA - 2010-11: 1025/29 State Street – Sign (Kerrick, Stivers, Coyle and VanZant)

VI. DEMOLITIONS

Ms. Clements reported that there had been four demolition permits that she received and documented, being:

- DM 2010-510: 1802 Russellville Road – old gas station to be demolished
- DM 2010-594: 105 Gordon Avenue – not in St. Joseph District – non-contributing
- DM 2010-745: 1594 Normal Avenue – already demolished (WKU property)
- DM 2010-807: 811 East 11th Street – apartments – already being demolished.

Ms. Clements reported that she reviewed the demolition permits and documented both structures. She reported that these sites are not in an Historic District, nor are they Local Historic sites. She said that she contacted the owners to advise of possible donation, selling or saving the structures for future use. Board members discussed that they would like to have Ms. Clements be able to see and document structures before demolition. She will contact the City and remind them to not issue a permit until the appropriate hold time. Then there was discussion that WKU did not need to apply, however, they did apply before the demolition began. Schools really do not fall under the jurisdiction of local regulations and must have state permits, etc., but not local jurisdictions. Communication will be a key to reminding the City that demolitions should be held for documentation of a historic building or structure. There was discussion about talking with the State permitting office and also communicate to them of documenting structures before demolition happens. Ms. Clements will work on this and research working with the State offices and report back next month about working with the State offices as well as the local offices for demolitions.

VII. UPDATE ON CURRENT STAFF PROJECTS:

Ms. Clements reported on the following projects:

PRESERVE AMERICA GRANT PROGRAM

- Panel proofs at manufacturers – 22 markers are being prepared. Historians wrote.
- Working with PIP Printers to design a brochure outlining marker locations
- Finalize exact locations for markers and get approval from appropriate ‘owners’.
- Coordinate installation
- Organize “ribbon cutting”
- Reimbursement & financial reports to NPS

HERITAGE WALK

- Milliken Building marker installed
- Morris & Getty markers in production and will be placed when completed.
- Working on drafts for Z.K. Jones building & Nahm building (researching)

SURVEY

- Submitted Final Project Report, reimbursement forms and Survey Report to KHC for Fiscal Year 2009-2010 Grant on 8/13/10.
- Finished reviewing and correcting student survey forms; conducted historical research.
- Currently working on FY 2010-2011 Survey Grant – have contacted Dr. Michael Ann Williams to recruit students; contacting other classes (project deadline is 8/1/2011).
- Grant Applications ‘special’ Grant due September 22, 2010.

PROPERTIES WORTHY OF PRESERVATION

- Kentucky Trust planning an Open House for 1310 College Street on September 11 & 12, 2010 – Sheila Flener’s class could take a look at and come up with ideas.
- Brainstorming ways to sell property/WKU Interior Design Class – Rehab. Plan
- Property listed in national publications (Old House Journal, etc.)
- Reservoir Hill Pump House – Landmark Assn. soliciting donations for windows and new door.

OTHER

- October 21-23 – 2010 Statewide Preservation Conference and 14th Annual IPT Workshop, Frankfort. Programs & Registration available at <http://heritage.ky.gov/>

There was also discussion about the Historic Real Estate class being offered at a cost of \$15 which could allow realtors to have an Historic Preservation Certificate when the course is completed.

It was announced that the book *Bowling Green Then and Now* is on sale at Barnes and Noble Book store. This is the book written by Ben Runner and Kevin Comer about historic Bowling Green.

Chairman Reed asked for any additional Old Business. Being none, he asked for New Business.

It was announced that the Warren County Medical Society next month is sponsoring a presentation at Riverview from Dr. Lillian South about Hospital Hill, if anyone interested. The date for the lecture at Riverview is September 16th at 10:30 a.m. Dr. Lillian South dedication of the historical marker on Reservoir Hill is set for September 13th at 11:00 a.m.

Also announced is there will be discussion of Railroad Architecture at the Depot next Tuesday if anyone might be interested in attending.

One Board member said he has been in contact with the fraternity at 1310 College Street and told them the neighbors felt the fraternity is attempting to preserve the feel of the neighborhood. When asked about the windows, it was found that the wood windows removed were kept and plans have been made to assist the fraternity in restoring the windows and putting them back in the house. This is a neighborhood project. A SNAP Grant application could be attempted to get the cost of installing the windows back into the house once each are restored.

Steve Hunter, Executor Director with the City-County Planning Commission stepped to the podium and stated that the Comprehensive Plan (Draft 2) is out and several public meetings have taken place throughout the community. The draft that has been shared throughout the community is only a third of the actual document. There are three volumes which can all be seen on the website. One of the biggest discussion topics has been Land Use for the next twenty (20) years and the Tier Maps. Staff is currently meeting with special interest groups weekly and bi-weekly to address concerns. Many feel the southern part of the county has not been grown enough on the future maps and one group even says we should go to the Simpson County line. There are many concerns about sewer and water pressure out in the county. Builders, Realtors, Attorneys and even WKU have shared concerns and staff is addressing concerns as they come in. In all reality, this Comprehensive Plan will need to be endorsed by the Chamber of Commerce; Liaison Board; Builders Association; Realtors Association; as well as the City of Bowling Green Commissioners; Warren County Fiscal Court; and small cities surrounding in Warren County of Oakland, Plum Springs; Smiths Grove and Woodburn.

The concerns expressed were about sewer availability; open space; sidewalks in subdivisions. Developers do not want to place the infrastructure, but home buyers want sewer and sidewalks when they purchase a house. Other concerns were Broadband Service; cell phone access and internet access. Also reported is that WKU wants to keep its farm Agricultural. This plan is for growth over the next twenty (20) years in Bowling Green and Warren County.

With no further business to come before the Board, the meeting was adjourned at 6:10 p.m. by a Motion of Ms. Sharp, seconded by Mr. Shomo. All members concurred.

Eric Reed, Chairman

Sandy Clark, Administrative Secretary