

**HISTORIC PRESERVATION BOARD
SUMMARY MINUTES
December 28, 2017**

MEMBERS PRESENT:

**Troy Brooks
Sandy McAllister
Brian Lowder**

STAFF PRESENT:

**Ben Peterson
Monica Ramsey**

MEMBERS ABSENT

Virginia Siegel and Johnston Boyd

I. CALL MEETING TO ORDER

Chairman Sandy McAllister called the meeting to order.

II. DETERMINATION OF QUORUM

Roll was called by Monica Ramsey. At the time of roll call, three (3) of the five (5) members were present, confirming a quorum.

III. APPROVAL OF MINUTES

Chairman McAllister stated everyone received a copy of the Summary Minutes of the Historic Preservation Board meeting on June 22, 2017. She asked if there were any comments or changes. Being no comments or questions, Chairman McAllister asked for a Motion.

ACTION: Mr. Troy Brooks moved to approve the Minutes of the June 22, 2017 Board Meeting as written. Mr. Brian Lowder seconded the motion. The vote was three (3) yeas (Brooks, Lowder & McAllister), so approved.

IV. NEW BUSINESS

Chairman McAllister asked if there were any new business. Mrs. Monica Ramsey gave out the report of demolitions and staff approved COAs since last meeting and also discussed and compared the numbers of 2017 versus 2016. With no further questions, Mrs. Ramsey moved on to discuss future efforts for public education regarding the historic district. Mrs. Ramsey and Mr. Ben Peterson mentioned the letters sent to all property owners in the historic district earlier this year and said they would like to send another letter in 2018 detailing financial incentives available, such as the tax moratorium, Landmark grants and federal historic tax credits. Mr. Lowder and Mrs. McAllister both mentioned applying for federal historic tax credits themselves. Mrs. Ramsey then mentioned that Vicki Birenburg with the Kentucky Heritage Council had visited the office and was pleased with improvements in how Bowling Green's CLG was operating. With no more comments or questions, Mr. Ben Peterson gave out the proposed changes to sections of the Zoning Ordinance that pertain to

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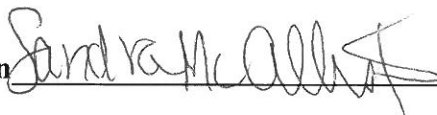
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the Historic Preservation Board and the district. He pointed out that most were housekeeping changes, but that if the board members had any input, they could certainly let the staff know so those changes could be considered before the Zoning Ordinance is amended in the spring. Mr. Peterson encouraged the board members to read over the sections and be thinking about them. Mrs. McAllister asked how anyone knows if applicants have done the work they said they were going to do in their approved applications. Mr. Peterson said the Planning Commission had hired a zoning compliance officer, but that historic district matters would likely fall to the bottom of the list. Mr. Peterson said that Mrs. Ramsey and the zoning compliance officer could work together to monitor projects. With no further questions or comments, Mrs. Ramsey mentioned that the Historic Overlay Design Guidelines were next on the list of the Planning Commission's documents to be amended. Mrs. Ramsey and Mr. Peterson encouraged input from the board members and said they could continue having discussions as the staff moved toward those amendments. With no questions or comments, Mrs. Ramsey briefly discussed the Fountain Square renovations that have begun and are ongoing. To conclude, Mrs. Ramsey informed the board members that the annual report is soon due to the state and that she would be in further contact with the board to collect information for that report.

V. ADJOURN

With no further business, the meeting was adjourned.

Sandy McAllister, Chairman



Date:

