



City of Arts & Innovation

CULTURAL HERITAGE BOARD
DRAFT MINUTES

THURSDAY, OCTOBER 19, 2022, 3:30 P.M.
PUBLIC COMMENT IN PERSON/TELEPHONE
ART PICK COUNCIL CHAMBER
3900 MAIN STREET

COMMISSIONERS

PRESENT: J. Brown, M. Carter, N. Ferguson, J. Gamble, P. Horychuk, C. McDoniel, J. Sisson,

ABSENT: C. Tobin

STAFF: C. Christopoulos, S. Watson, M. Taylor, A. Beaumon, F. Andrade

Chair Gamble called the meeting to order at 3:30 p.m.

ORAL COMMUNICATIONS FROM THE AUDIENCE

There were no comments from the audience.

CONSENT CALENDAR

The Consent Calendar was unanimously approved as presented below affirming the actions appropriate to each item. The Quarterly report was pulled for discussion.

MINUTES

The minutes of the meetings of September 21, 2022, were approved as presented.

QUARTERLY REPORT – HISTORIC PRESERVATION ACTIVITY

Historic Preservation Activity

CULTURAL HERITAGE BOARD ATTENDANCE

The Board excused the September 21, 2022 absence of Board Member Brown due to illness.

A motion was made by Board Member Horychuk, Seconded by Board Member Sisson to approve the consent calendar, except the quarterly report which was pulled for discussion.

Motion Carried: 6 Ayes, 0 Noes, 1 Absent, 1 Abstention

AYES: Carter, Ferguson, Gamble, Horychuk, McDoniel, Sisson,

NOES: None

ABSENT: Tobin

ABSTENTION: Brown



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DISCUSSION

QUARTERLY REPORT – Historic Preservation Activity

Board Member Sisson made an inquiry regarding the quarterly report.

Mr. Watson responded regarding that the number one staff review item would be ADUs followed by fencing. These are mostly in Ward 1 and 3 which the wards with the most historic districts.

A motion was made by Board Member Sisson, Seconded by Board Member Brown to receive and file the quarterly report.

Motion Carried: 7 Ayes, 0 Noes, 1 Absent, 0 Abstention

AYES: Brown, Carter, Ferguson, Gamble, Horychuk, McDoniel, Sisson,

NOES: None

ABSENT: Tobin

ABSTENTION: None

HISTORIC RESOURCE DATABASE AND VIEW CONVERSION UPDATE

Mr. Watson introduced CJ Smith, IT Department. Ms. Smith updated the Board on the historic database and view conversion. She stated that all three phases of the project were completed in September, 2022. The Planning Division began User Acceptance Testing in October, 2022. The roll out of the web-based map application to the public is on schedule for release in December, 2022.

Mr. Watson gave brief demo of the map application and staff responded to the Boards questions.

There were no comments from the audience.

There was no formal action taken by the Board on this item.



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PLANNING CASE PR2022-001145 – TITLE 20 AMENDMENT - WARDS – ALL – CONTINUANCE OFF-CALENDAR

Mr. Watson noted that the item was continued to this date. Following the September 21st meeting, staff received additional comments and proposed amendments. Some of the proposed amendments included substantive changes and staff determined it would be prudent to reconvene the subcommittee to review these. Staff was unable to meet with the subcommittee prior to this meeting in October. Since the publishing of the agenda, staff became aware that Board Member Tobin would not be available in the month of October, due to this, staff is requesting further continuance off calendar.

Board Member Sisson asked that when this does come back, it would be helpful to have the current Title 20, the track changes as well as the subsequent changes for review.

There were no comments from the public.

A motion by Board Member McDoniel, Seconded by Board Member Carter to continue Planning Case PR2022-001145 off-calendar as requested by staff.

Motion Carried: 8 Ayes, 0 Noes, 1 Absent, 0 Abstention

AYES: Brown, Carter, Ferguson, Gamble, Horychuk, McDoniel, Sisson

NOES: None

ABSENT: Tobin

ABSTENTION: None

UPDATE ON INCLUSIVENESS, COMMUNITY ENGAGEMENT AND GOVERNMENTAL PROCESSES COMMITTEE – Boards and Commissions discussion

Mr. Watson updated the Board on the Inclusiveness, Community Engagement and Governmental Process Committee's (ICGC) review of Resolution 23618 establishing rules and procedures for City Council and how the City Council relates to Boards and Commissions. He noted that no action has been taken by the ICGC with regard to the number and roles of the Boards and Commissions. He indicated that Megan Stoye, City Manager's office, was also present for any questions.

Ms. Stoye clarified the process of the review for Resolution 23618. This is a yearlong process in which the standing council committee is reviewing 15 items within the



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resolution. As part of that review, they are reaching out to 10 cities comparable in size to see what other cities do with regard to these subjects. Specifically, regarding the boards and commissions, the Committee decided to table the conversation as it relates to the size and scope and purview of those boards and commissions for a later conversation. The goal at this time, is to finish the review of the resolution and then address boards and commissions separately.

She noted that the Committee was in favor of this Board's recommendation, that was brought to Committee in September regarding the partial terms. The Committee was in favor of the CHBs recommendation that defined a full term as two years and one day

She stated that all of the information will be rolled into a two-phase report to City Council for review and approval.

Following discussion, the Board did not take a formal action on this item.

COMMUNICATIONS

DISCUSSION BY THE CULTURAL HERITAGE BOARD – Potential Historic Districts

Board Member Brown agreed to serve on the Historic Districts subcommittee.

Mr. Watson clarified that this subcommittee would start up once the Title 20 subcommittee has been concluded.

ITEMS FOR FUTURE AGENDAS AND UPDATE FROM CITY PLANNER AND BOARD MEMBERS

Matthew Taylor, Principal Planner, updated the Board on upcoming items.

Board Member Sisson recognized a student in the audience, it is great to see teenagers coming to these events. He Understands that the Board has a new member coming on board next month. In the past, he requested a quick overview, past efforts, short-term, medium-term goals, and a kind of progress status of what has been done and what the priorities of this board are. This would be beneficial for himself and the new board member.



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Chair Gamble recalled that the Board has briefly discussed the duty to maintain. She asked that this item be added for discussion.

Mr. Watson indicated that staff was going to include that with the review of Title 20.

ADJOURNMENT

The meeting was adjourned at 4:36 p.m. to the meeting of November 16, 2022, at 3:30 p.m.