



**CITY OF WILLIAMS
HISTORIC PRESERVATION COMMISSION**

**WORK SESSION MEETING
AUGUST 10, 2021
10:00 A.M.**

**COUNCIL CHAMBERS
113 S. FIRST STREET
WILLIAMS, ARIZONA**

MINUTES

I. PROCEDURES

A. Call to Order 10:00am

B. Roll Call

Present: Chairman Hangan, Commissioner McDowell, Holst, Hudson and Besler

Absent: Commissioner Dunn

C. Adopt the Agenda

Motion: Adopt Agenda as presented

Moved by: Commissioner Hudson

Seconded by: Commissioner McDowell

II. AGENDA ITEMS

Commissioners to discuss the Historic Guideline; consider making changes adding recommendations of font styles, better clarification. (J. Holst)

Chairperson Hangan mentioned that she has not reviewed this item for discussion so will give the floor to John Holst. John wanted the Commissioner to take another look into the guidelines and establish a more efficient and easy way for people to review and make their decisions based on the Commission recommendation. Our main focus and goal is to keep the preservation of the Historic District. Initially we just need to establish a more define scope of interest and not dwell on the minor design issues. Continued discussions with the Commissioners all in agreement that we will review and add to our current Historic Guidelines handout as necessary. Based on years ago, there was an established "font" style that was offered and it was discussed if we should continue to supply this list, it was agreed that it could be an addendum to the guidelines as a "recommendation". Chairman Hangan agreed that if we were to include this list of font styles that this will be just that, a recommendation and all designs and styles are reviewed by the Commissioners. We need to consider that we are growing and many businesses are coming to our town because of its integrity and historic charm, we would need to be open to the fact that we will be giving recommendations but will review each permit thoroughly to be sure it meets our current Historic Integrity. The color palette was not put into the guidelines as well so that we once again can recommend colors keeping in line with the historic district, but allows the business more flexibility in their designs.

III. ITEMS

**CITY OF WILLIAMS
HISTORIC PRESERVATION COMMISSION**

**WORK SESSION MEETING
AUGUST 10, 2021
10:00 A.M.**

**COUNCIL CHAMBERS
113 S. FIRST STREET
WILLIAMS, ARIZONA**

A. Commissioner:

Recently we applied for a Grant to fund our Photo project on updating the Historic District business photos, this will be a key in moving forward with updating our Guidelines showing the process from years ago to now. Commissioner Besler asked how do the businesses know what is allowed or not currently. Staff mentioned that we do have the "Guidelines Booklet" available at the front desk, once a business comes into City Hall to prepare an application for the historic district, they are notified at that time to review the Guideline to assist them on the design of their business signs, etc.,

Chairperson Hangan mentioned that she is also involved in the Cemetery project on the task of locating ancestors buried at the cemetery and unmark graves. Discussed the years of changes that have affected our local cemetery and the need to better document burials. We do have many people who come in almost on a daily basis to try and locate their ancestors.

Chairman Hangan was asked to discuss what profile was used in our current Grant. Hangan mentioned that she used the verbal dollar amount from the photography Commissioner Holst spoke with, she will forward to the Commissioner if they wish. Commissioner Holst would like to present a detailed request of the items we would like photographed etc. . Chairperson Hangan asked that we wait to see if we receive the funds, then at that point she will prepare a request for proposal to send out to all photographers to see if we can get the best rate possible. Commissioner Holst asked if possible we could get digital photos as well. We should be able to obtain this as digital but the older photos are only in pdf form so that may be difficult. Discussed the process of keeping proper files on all documents/photos that are obtained through this grant.

B. Staff Report: None

III. ADJOURN: 10:37AM

Chairperson

Attest: Deputy City Clerk